

GULDEN SUTTON PARISH COUNCIL

**Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held at 7:30PM on Wednesday,
5th April 2023 at Guilden Sutton Village Hall**

Chairman: Cllr M Littlewood

Present: Cllr D Hughes, Cllr W Moulton, Cllr P M Paterson, Cllr S Proctor, Cllr S Ringstead

Clerk: Mr M Roberts

In attendance: Cllrs G Heatley and Cllr M Parker, Mr B Lewin, Mrs V Downing, PC Hughes and 9 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllrs Brown and Kane.

Apologies were received and noted from PCSO Bailey.

(b) To consider the Code of Conduct and Members' interests

Cllrs Hughes and Littlewood as members of Guilden Sutton Green Space.

Cllrs Hughes and Paterson as members of Guilden Sutton Community Association.

Cllr Ringstead as a member of her household is a member of Men in Sheds.

Cllrs Brown and Proctor as members of the Village Green Group.

Cllr Proctor, Cllr Paterson, Cllr Littlewood and Cllr Ringstead as members of the Wildflower Garden project group.

(c) Confirmation of the minutes of the Ordinary meeting held on 1st March 2023.

It was proposed by Cllr Ringstead, seconded by Cllr Moulton and agreed that the minutes of the ordinary meeting held on 1st March 2023 be agreed as a true record of the meeting.

(d) Dates of future meetings.

10th May (ANNUAL) *

7th June

12th July *

6th September

4th October

1st November

6th December

(e) To receive the Statement of Persons nominated for Election 2023.

The following were confirmed as validly nominated for the quadrennial election:

HUGHES, Derek

LITTLEWOOD, Melanie

PATERSON, Trisha

RINGSTEAD, Sue

The Chairman noted the Council's thanks and appreciation for the work of Councillors Brown, Kane, Moulton and Proctor who did not seek re-election and therefore their terms will expire on Tuesday, 9th May. The four candidates nominated were elected unopposed, and there will be four vacancies to be filled by co-option.

(f) To discuss training options for new Councillors

It was noted that, in light of the Statement of Persons Nominated, this was not currently applicable but would be considered further when the stated vacancies were filled.

2. Community Engagement/Communications

(a) Visiting Members

Cllrs Heatley and Parker reported that CWAC was in the pre-election period and any requests may be delayed until after the election. Cllr Parker noted that the land clearance had been undertaken at Hilltop Road.

(b) Visiting Officers

Mr Lewin reported that nettles would be strimmed in due course.

(c) Public Speaking

Mrs Downing noted a significant amount of anger with regards to a commercial premises in the area and asked if there was an update with regards to the positioning of benches in land between the shops and Summerfield House.

A member of the public asked if more information could be included in Part 2 minutes that are available to the public, and thanked the Council for the work that had been undertaken in this regard to date.

Mr Norrie asked for an update with regards to the Station Lane footpath.

A member of the public referred to safety on Station Lane with regards to parking at the entrance to the cycle path and an overgrown hedge in the Oaklands area.

(d) Correspondence

Significant levels of correspondence had been received with regards to the bin on Fox Cover. Correspondence had also been received with regards to dog fouling and potholes on Station Lane.

(e) Surgery

Cllrs Littlewood and Moulton reported that a resident had raised the possibility of a weekend bus. A member of the public had enquired as to why a group of people had been seen in a field with a clipboard. A member of the Chester Cycling campaign had been in touch to offer contributions to the A41 improvement scheme.

It was noted that due to the Coronation, the next surgery would be held on 29th April, with Cllrs Ringstead and Paterson presiding.

(f) Communications

Cllr Proctor noted that a newsletter had been circulated and that the open forum had been held. Cllr Proctor suggested that a leaflet could be distributed in order to advertise co-option and a number of pressing issues for the Council.

(g) Support Group

The support group had assisted with the Fox Cover bin, newsletters and some discussion had taken place with regards to the Coronation.

(h) Sustainability

Nothing further.

3. Open Spaces

(a) Guilden Sutton Greenspace

Nothing further.

(b) Wildflower Garden

Cllr Proctor updated the Council regarding recent developments. The lease had not yet been received and therefore the funds had not been received from Spacehive.

Cllr Moulton enquired as to the fuel type of the lawnmower.

Cllr Littlewood reported that Beavers have approached the Council with regards to volunteer opportunities.

(c) Old School Field

It was proposed by Cllr Proctor, seconded by Cllr Ringstead and agreed that a new padlock for the gate would be purchased at a cost of £13.99 (inc. VAT).

It was noted that the contractor had been unable to complete the scheduled works to the ivy, due to unusually wet conditions.

(d) Section 106 monies

Cllr Littlewood reported that a meeting had taken place with an officer of CWAC with regards to taking on some additional land for use of the Section 106 monies.

(e) Land at Hilltop Road

The scheduled land clearance had taken place, Councillors placed on record their thanks to Cllrs Heatley and Parker for their contributions.

(f) Dog fouling

Cllr Littlewood noted that additional signage was to be sited in consultation with the contractor. It was noted that increased complaints had been received. Cllr Hughes would speak to the Primary School with regards to increasing awareness amongst parents.

(e) Graveyard Grant

It was noted that the graveyard grant for 2022-23 had not met the total expense incurred by the Church. The treasurer has asked whether the PC would be prepared to meet the shortfall (£88.40). It was noted that the Church would be required to complete a grant application form and that an approval on this occasion should not necessarily set a precedent for future years.

4. Transport and Highways

(a) Public Transport

It was noted that a resident had requested a weekend bus.

(b) Footpath Station Lane

It was noted that further progress was not yet possible, but the Clerk would continue to monitor the situation.

(c) Community Speedwatch

Cllr Littlewood reported that 7 community volunteers had now stepped forward, and that additional sessions would be scheduled in the near future.

5. Planning

(a) New applications:

| | | |
|--------------|---|-------------------------------|
| 23/00460/FUL | 16 Oaklands Single storey rear/side extension, part garage conversion and insulation to roof area. | 28 March 2023 NO OBJECTION |
| 23/00808/TPO | The Lodge School Lane 2x Lawson Cypress trees (T1, T2) - Reduce by 40 to 50% or fell to ground level. Yew (T3) - Reduce radial limbs by 2 to 2.5m. | 3 April 2023 NO OBJECTION |
| 23/00907/FUL | 99 Oaklands Demolition of conservatory, construction of single storey side extension | 20 April 2023 TP/DH |

(b) Awaiting Decision:

| | | |
|--------------|---|--------------|
| 22/02039/FUL | Land At Belle Vue Lane A new farm access track and a drainage/conservation pond | OBJECTION |
| 22/03683/FUL | 2 The Stables Erection of detached garage | NO OBJECTION |
| 22/04078/FUL | Holly Lodge Belle Vue Lane Porch extension, first floor front extension, first floor side extensions, demolition of existing conservatory and two storey rear extension | NO OBJECTION |
| 22/04685/FUL | The Lodge School Lane Two storey rear extension | NO OBJECTION |
| 22/04510/FUL | 5 The Vetches Single storey front and side/rear extensions. Alterations to external doors and windows with proposed photovoltaics to roof. | NO OBJECTION |
| 23/00010/FUL | 4 Moorcroft Crescent Loft conversion extension | NO OBJECTION |
| 23/00203/FUL | Foot of The Hill Church Lane Single storey porch extension and reinstatement of garage | NO OBJECTION |
| 23/00017/ENF | Tile Farm, Wicker Lane Without planning permission a material change of use of the Land from agricultural use to a mixed use of agriculture and MX Motorcross/Quad bike use and Clay Pigeon Shooting use ["the Unauthorised Development"]. | OBJECTION |

(c) Decision Notices:

| | | |
|--------------|--|----------|
| 22/04333/FUL | Yew Tree House Church Lane First floor extension above garage | APPROVED |
| 22/04644/FUL | Ash Villa Hare Lane Single storey rear extension | APPROVED |

(d) Neighbourhood Plan

Cllr Paterson reported that the team are considering the plan as it stands. A further meeting with CWAC would take place.

6. Village Green

It was noted that the land issue with regards to the citing of benches could not be progressed at this meeting due to the pre-election period.

7. Finance

(a) Income:

Graveyard Grant £587.40

(b) Payments:

| | | |
|---|---------|-------------------|
| M Roberts (Zoom) | £15.59 | (inc. £2.60 VAT) |
| M Roberts (Salary) | £580.27 | (no VAT) |
| M Roberts (Website) | £8.40 | (inc. £1.40 VAT) |
| Men In Sheds (Phonebox Repairs) | £128.92 | (no VAT) |
| Deva Print (Newsletter) | £55.00 | (no VAT) |
| UK Landscapes Ltd (Grounds Maintenance) | £96.67 | (inc. £16.11 VAT) |
| St. John's Church (Graveyard Grant) | £587.40 | (no VAT) |
| UK Landscapes Ltd (December Invoice) | £145.01 | (inc. £24.17 VAT) |
| UK Landscapes Ltd (January invoice) | £96.67 | (inc. £16.11 VAT) |
| UK Landscapes Ltd (March invoice) | £96.67 | (inc. £16.11 VAT) |
| HMRC (PAYE) | £420.20 | (no VAT) |
| M Roberts (Zoom) | £15.59 | (inc. £2.60 VAT) |
| Autela Payroll Services (Payroll) | £71.58 | (inc. £11.93 VAT) |
| S Roberts (Rent) | £80.00 | (no VAT) |
| V A Jones (Rent) | £80.00 | (no VAT – cheque) |
| ChALC (Annual Subscription) | £468.05 | (no VAT) |

(c) Balances:

| | |
|---------------------------------|------------|
| Co-Operative Current Account | £11,101.49 |
| Co-Operative Deposit Account | £60,161.27 |
| Scottish Widows Business Fund 1 | £19,481.32 |
| Scottish Widows Business Fund 2 | £4,238.47 |

It was proposed by Cllr Moulton, seconded by Cllr Hughes and agreed that the above payments be made and the financial information as above be agreed. The Clerk would process payments and Cllr Paterson would authorise.

8. Grounds Maintenance

(a) Hilltop Road Area

It was noted that this item had been covered under open spaces.

(b) Hare Lane Village Green

A quote received for the noticeboard refurbishment, it was noted that this could not be progressed at this meeting due to the pre-election period.

It was noted that revised drawings were awaited from the Contractor with regards to the installation of a second bench.

9. Coronation

Cllr Littlewood reported that there was generally poor availability for the Coronation weekend. Cllr Littlewood noted that there was interest in decorating planters in the colours of the Union Jack. A trail could also be set up for people to enjoy in their own time.

10. Primary School

Cllr Hughes had asked the School if the recent litter pick had been successful.

11. Members Information

Cllr Proctor had raised the matter of a minor explosion in the Hare Lane area, possibly caused by a Nitrous Oxide cannister. Cllr Proctor had written to relevant parties to advise them of the problem.

Cllr Paterson raised concerns with regards to a tree in the Parish Car Park.

Cllr Littlewood wished to thank the Community Association for installing new doors at the Village Hall.

12. Exclusion of the Press and Public

It was proposed by Cllr Paterson, seconded by Cllr Hughes and agreed that members of the press and public be excluded from the meeting, in order that the Council discuss urgent exempt items under Schedule 12 of the Local Government Act, 1972.

Part 1 closed 2030

13. PART 2

It was noted that a meeting had taken place with a landowner with regards to vandalism prevention. A potential gas safety issue would be progressed by the Clerk. It was noted that the Assistant Clerk post was open for applications.