

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on 6th December 2023, at
7:30PM at Guilden Sutton Village Hall

Chairman: Cllr D Hughes

Present: Cllr A Davis, Cllr M Littlewood, Cllr P M Paterson, Cllr S Ringstead, Cllr V Roberts, Cllr R Whelan

Clerk: M Roberts

In attendance: Mr B Lewin, Mrs V Downing, Mr R Norrie and 2 members of the public.

1. Procedural Matters

(a) Apologies

Apologies were received and noted from Borough Cllr G Heatley and Borough Cllr M Parker.

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

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

Cllr Hughes as a member of Guilden Sutton Community Association.

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

Cllr Ringstead as a representative of the Village Green Group.

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 November 2023.

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

(d) Dates of future meetings.

6th December

10th January *

Q3 Audit

7th February

Open Forum

6th March

Communications Group

3rd April

Annual Parish Meeting

1st May (Annual)

Q4 Audit

5th June

Open Forum

17th July *

Q1 Audit

4th September

Communications Group

2nd October

Open Forum (Budget)

6th November

Q2 Audit

4th December

Open Forum

2. Community Engagement/Communications

(a) Visiting Members.

There were no visiting members.

(b) Visiting Officers

Mr Lewin noted that issues had been caused on some footpaths due to recent weather. A number of ditch issues were being investigated.

(c) Public Speaking

Mrs Downing noted that the new football nets were in situ.

Mr Norrie asked if any progress had been made with regards to the grit box. Mr Norrie noted that the supply of grit had been depleted in recent weather.

Mr Lewin noted the situation with regards to regular flooding on Station Lane.

(d) Correspondence

Correspondence had been received regarding a local Archery club.

(e) Surgery

Cllrs Davis and Littlewood had presided. A resident had raised some concerns with regards to disability access between Fox Cover and Church Lane. It was reported that the Belle Vue Lane culvert had been cleared.

It was agreed that Cllrs Paterson and Ringstead would preside at the next surgery due to be held on 5th January 2024.

(f) Communications sub-committee

Cllr Littlewood reported that the communications group had met and agreed a strategy with regards to the public transport questionnaire.

It was suggested that sustainability could be the topic for the open forum in February 2024.

(g) Support Group

The support group had notified residents of flooding and had supported in informing CWAC of issues. The support group had also delivered invitations to the light switch on and the event had been successful.

(h) Sustainability

Cllr Whelan reported that a number of members of the public had registered their interest in being a part of the group and meetings would commence in 2024.

3. Open Spaces

(a) Guilden Sutton Greenspace

Nothing further.

(b) Wildflower Garden

The Clerk reported that the revised lease was still awaited.

(c) Old School Field

Cllr Whelan reported that the new goal nets have been installed. It was noted that further investigations would be required with regards to the boundary wall and enquiries would be made with regards to ownership. The Clerk would continue to obtain quotes in relation to replacement or refurbishment of the gate.

(d) Section 106 monies

Cllr Whelan had consulted with local children as to design preferences and three designs and associated quotes were circulated. Following exclusion of the press and public, it was proposed by Cllr Davis, seconded by Cllr Littlewood and agreed that the second quote would be accepted. The

Clerk would progress the order, and Cllr Whelan would make enquiries as to the release of the Section 106 monies.

(e) Dog fouling

Cllr Littlewood had reported that a resident had said the village looked tidier since the erection of additional signage.

(f) Hilltop Road area

Cllr Davis reported that weed growth had continued in the area. Councillors discussed the potential options for restoring the area to grass.

4. Transport and Highways

(a) Public Transport

Cllr Ringstead noted that that additional costings may be incurred in order to produce a quality and professional survey. It was proposed by Cllr Paterson, seconded by Cllr Littlewood and agreed that the Clerk be authorised to spend up to £500 on survey activity subject to normal procurement practices.

(b) Footpath Station Lane

It was reported that advice has been received from ChALC and NALC. Cllr Littlewood would follow up with the landowner with regards to the legal position. A further meeting was scheduled for January.

(c) Community Speedwatch

Cllr Littlewood noted that community speedwatch sessions had taken place. Initial data showed that there were fewer incidents of speeding compared to previous sessions, but it was felt there were still too many.

(d) Grit Box

Cllr Littlewood reported that a grit box had been obtained. It was noted that a site had not yet been agreed for its installation. A meeting had taken place between the Community Association, Cllr Littlewood and the Clerk to find a suitable site. A natural recess had been identified in the current bushes. It was proposed by Cllr Littlewood, seconded by Cllr Ringstead and agreed that 10 bags of grit would be ordered at a cost of £85, and 40 sandbags would be ordered at a cost of £229.95. It was suggested that a further box could be installed in the Church Lane area in the future.

It was noted that the Finance Group had the authority to place an emergency order for further grit should it be required.

(e) A55

It was noted that the local volunteer was continuing to work in the area.

5. Planning

(a) New applications:

There were no new applications.

(b) Awaiting Decision:

23/01730/FUL	Land At Belle Vue Lane Erection of detached bungalow with associated landscaping works	OBJECTION
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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
23/02244/FUL	Newhall Rise School Lane First floor side extension to create new bedroom and stairwell, single storey front extensions, side porch extension to include new canopy. window alterations and replacement/new windows, creation of first floor side balcony, replacement of existing rear balcony. Partial replacement roof to include solar panels and rooflights, cladding to all external elevations (ground and first floor).	NO OBJECTION

(c) Decision Notices:

23/02727/FUL	Holly Lodge Belle Vue Lane Demolition of existing conservatory. Porch extension, first floor side extension and single storey rear extension. Dormers to front and rear and render (re-submission of 22/04078/FUL)	APPROVED
23/02804/TPO	Guilden Sutton Church of England Primary School Ash (T8) - Remove crown to form pollard in order to make safe. The decay fungus <i>Inonotus hispidus</i> (Shaggy polypore) was present in the main fork and with this type of fungus present there is always a risk that the tree will fail.	APPLICATION NOT REQUIRED

(d) Neighbourhood Plan

Cllr Paterson noted that 2 meetings had been held and work was being undertaken on adopting some of the recommendations previously made.

6. Village Green

Nothing further.

7. Finance

(a) Income:

Bank Interest (Scottish Widows 1)	£67.42
Bank Interest (Scottish Widows 2)	£14.67

c) Payments:

M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)
M Roberts (Phone Bill)	£15.10	(inc. £2.51 VAT)
Cheshire West and Chester Council (Election RC)	£197.00	(No VAT)

M Roberts (Website)	£8.40	(inc. £1.40 VAT)
R Whelan (Goal Net Pegs)	£17.93	(inc. £3.01 VAT)
R Whelan (Goal Nets)	£45.97	(inc. £7.66 VAT)
M Roberts (Salary)	At agreed rate	(no VAT)
R Ringstead (Salary)	At agreed rate	(no VAT)
M Roberts (Grit Box - Half)	£39.50	(inc. £6.58 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00	(inc. £39.00 VAT)
Botanica Landscapes Ltd (Grounds Maint)	£240.00	(inc. £40.00 VAT)
M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)

(d) Balances:

Co-Operative Current Account	£6,978.66
Co-Operative Deposit Account	£70,917.64
Scottish Widows Business Fund 1	£19,624.26
Scottish Widows Business Fund 2	£4,269.57

It was proposed by Cllr Whelan, seconded by Cllr Ringstead 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.

(e) Budget 2024-25

Initial costings had been circulated by the Clerk. A discussion was held regarding the overarching principles of the budget in order that the Clerk be able to formulate a draft prior to the next meeting. It was felt that a substantial increase in the precept would not be appropriate at the current time due to the rising cost of living, although to supplement grounds maintenance in the area would still form part of the Council's long-term strategic objectives. The Clerk would continue to work on formulating a budget accounting for inflationary increases against the Council's current activities.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was noted that a request for progress on the public consultation had not received a response.

9. Primary School

Cllr Hughes reported having attended the nativity, and will attend another next week. Cllr Davis had attended in his capacity as a trustee.

10. Members Information

Cllr Whelan had taken the poppies down and would retain them for next year.

Cllr Whelan noted that a number of volunteers worked within the Parish and whether any sort of acknowledgement was provided.

Cllr Davis reported that a local farmer at Blackburn's Corner had cleared the culvert on a field.

Cllr Littlewood circulated a poster for the Christmas Eve event.

11. Exclusion of the Press and Public

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

12. Part Two

(a) NALC Pay Scales

It was proposed by Cllr Littlewood, seconded by Cllr Paterson and agreed that the Council would retrospectively adopt the NALC pay scales for 2023-24, effective from 1st April 2023.

It was proposed by Cllr Davis, seconded by Cllr Littlewood and agreed that the Council would extend the Assistant Clerk's contract for a further 6 months, retrospectively from 1st November.

(b) Planning Enforcement

Cllr Littlewood reported further on a planning enforcement matter.
