

## **GUILDEN SUTTON PARISH COUNCIL**

Minutes of the ordinary meeting of the Council held in Guilden Sutton Village Hall on Monday 3 September, 2001.

Chairman: Cllr D Hughes.

Apologies: Cllrs Gartland, Arditti, City Cllr J R Boughton.

Present: Cllrs Armitage, Astbury, Fisher, Hughes, Paterson, Whitehouse.

In attendance: J E Burke Esq CC

### 1. Public speaking time.

There was no public speaking. The Chairman welcomed Cty Cllr J E Burke to his first meeting.

### 2. Procedural matters.

#### (i) Minutes.

The minutes of the meeting of the Council held on Monday 23 July, 2001, were proposed by Cllr Paterson and seconded by Cllr Fisher. Action: Agreed.

### 3. Planning.

#### (i) New applications.

None.

#### (ii) Decision notices.

01/00550/TEM, temporary change of use of agricultural building to light industrial at Tile Farm, Wicker Lane for Mr J Nicholas. The Clerk reported the proposal had been refused by the Planning Board on Wednesday 25 July, 2001 purely on highway grounds. The decision notice had been received and circulated. A letter dated 25 July, 2001 had been received from Mr and Mrs I Rivers, 26 Cinder Lane, thanking the Council for its support. Cllr

Armitage reported he understood enquiries had shown that only three per cent of the vehicles using the weighbridge should not have been there. Cllr Hughes raised the question of the times at which vehicles visited the weighbridge. Action: Noted.

01/00738/FUL, raise workshop roof on part of unit 3, Guilden Sutton Yard for A Wilding (Chester) Ltd.

01/00781/FUL, utility room extension at 8 Porters Croft, CH3 7HQ for Mr and Mrs Provan.

01/00825/FUL conservatory at The Stores, Church Lane, CH3 7EW for Mr and Mrs McDermitt.

01/00920/FUL, extension to roof for proposed loft conversion at 54 Guilden Sutton Lane, CH3 7EY for Mr Palmer. The planning authority had been informed of the need for matching materials and for permitted development rights to be withdrawn. A strong objection would have been made had the proposal been to the front of the property. The Clerk reported the receipt, by letter dated 30 August, 2001, of advice from the case officer that a matching materials condition had been attached to the permission. Permitted development rights had not been withdrawn as the limit for further development without planning permission had been exceeded. Action: Noted. **Cllr Arditti.**

(iii) Current applications.

95/01052/FUL, alterations to dwelling and COU to form garden at The Bungalow, Church Lane for Mrs. C Jones, verge improvement. The Parks Manager had been informed of the Council's concerns as to the quality of the fill material being used to level the dip in the verge.

99/00701/FUL, extension and alterations at 66 Oaklands for Mr and Mrs J Croft.

99/00772/FUL, first floor bedroom extension at 5 Cathcart Green for Mr and Mrs D Potter.

99/01031/FUL extension for disabled use at Wood Farm for Mr P Gresty.

00/00541/FUL two storey side extension at 11 Fox Cover for Mr.

D Hancock.

00/00734/LDC, certificate of lawful development for conversion of stables to residential accommodation ancillary to the occupation of The Lodge, School Lane for Mr. and Mrs. C Blake. A copy of the decision notice had been supplied to Cllr Gartland.

00/00932/FUL, rear extension and extension/modification to front study at 5 Guilden Green for Mr I Armstrong.

00/01110/FUL, two storey rear extension at Fieldway, Hare Lane for Mr R Bellamy.

Proposed gas pipeline, Birch Heath - Mickle Trafford. Cllr Hughes referred to traffic management issues at the

A 51/Wicker Lane junction. Action: ERM to be advised.

00/01151/FUL (amended details) two storey side extension at Frogmore Cottage, Church Lane for Mr R Parkinson.

00/01345/FUL, provision of toilet in place of brick lean to shed, new emergency exit and internal alterations at St John's Church, Church Lane.

00/01578/FUL, conservatory at 5 Fox Cover for Mr D Cottenden.

01/00133/FUL, two storey extension and rear conservatory at 3 Heath Bank for Mrs M Higginson.

01/00454/FUL single storey side extension at 12 Fox Cover for Mr K Mohring.

01/00551/S73 removal of condition to allow the insertion of roof lights and the use of roof space at The Paddock, Church Lane for Mrs S Carden.

01/00884/COU, change of use to caravan park at Rose Manor Farm, Mickle Trafford. An objection had been raised on green belt grounds.

01/00940/FUL, two storey extension at 9 Fox Cover, Guilden Sutton CH3 7HH for Mrs E Johnson. Cllr Hughes reported. No objection had been raised. **Cllr Hughes.**

(iv) General.

(v) Strategic Planning.

(a) Chester District Local Plan. Nothing further to report at this stage.

(b) Rural White Paper. Additional copies of the summary provided by Mrs C M Russell MP were being obtained sufficient for each Member although the Clerk had been informed that supplies were restricted.

4. Parish Car Park.

Mrs Kirk had been informed of BT's confirmation that the Council's request for the installation of a more traditional type of kiosk would not be accepted. Cllrs Armitage and Gartland would deal with the planting of the proposed shrubs.

5. Leisure Services.

(i) Playing field.

(a) Risk assessment. Further information would be sought by the Clerk the National Playing Fields Association and from RoSPA. The advice of the City Council was being sought as to the concerns raised by the grounds maintenance contractor with respect to damage to the land by mole activity.

(b) Dog fouling. The Clerk reported the use of the field for the parking on occasion of a private car. The contractor had suggested the gate should be chained and locked and the Clerk had recommended he should proceed on that basis. Action: Agreed. Cllr Fisher enquired as to the replacement of the 'no dogs' sign. The Clerk intimated this was being replaced.

(c) Provision for youth. Funding sources were being pursued by the Clerk as to the possible provision of a combination goal post and basket ball net.

(ii) Play Area.

(a) Safety inspections. The annual inspection by RoSPA was

being considered by Cllr Arditti to whom information provided by Chester City Council, by letter dated 22 May, 2001 as to the inspection and maintenance of playgrounds was being referred. A response was awaited to the estimate which had been sought from the City Council as to the cost of the inspection service referred to therein.

(b) Improvement scheme. The Clerk reported that representatives of WREN were intending to visit on Monday

10 September, 2001 with Cllr Arditti for publicity photographs. He had explored the possibility of an official opening by the Lord Mayor in order to attract media interest and a response was awaited. The basis of the payment of the grant of £5,640 had yet to be resolved. The application for the grant of £1,000 from Chester City Council was being progressed. The Clerk reported the receipt of a safety report from the City Council dated 25 July, 2001 which referred to the broken handle on the see saw which was described as serviceable. Action: Repair to be authorised. Cllr Paterson referred to the amount of litter within the play area. Cllr Armitage believed the performance of the contractor should be more effective and that the new contract should require this to be carried out on a Monday following the weekend use to enable enhanced supervision. Action: Agreed.

(iii) Public Footpaths.

(a) Parish Footpaths Group. The Chairman's concern that the footpath network had become overgrown due to the foot and mouth emergency and that repairs were required to fencing at a number of locations had been referred to the Footpaths Warden. The Clerk reported the warden had responded.

(b) Footpath no 2. An estimate for the fixing of a replacement 'no tipping' sign was being sought from Gresty.

The Clerk reported a positive response from District Maintenance Engineer as to work to deal with the severely overgrown condition of this path. The Clerk reported the receipt, by letter dated 23 August, 2001 of correspondence from the Countryside Access Manager which had been circulated. Action: Noted.

(c) Drawing the Boundaries. The Clerk reported the receipt of advice from the Countryside Agency as to new rights of access. Action: Refer to Footpaths Warden.

(d) Cheshire Signpost, Summer 2001. Action: Received and noted.

(e) It was noted the footpaths map in the Summerfield Road noticeboard had become faded. Action: Clerk to replace.

(iv) Grounds Maintenance. A response was awaited from The Cheshire Landscape Trust which had been asked to advise on the type of shrub required for the boundary planting in the parish car park and the replanting of the rose bed.

(v) Public seats. It was not known if the City Council had carried out the requested repair to the public seat in the play area and the matter had been pursued. A response was awaited.

## 6. Public Transport.

(i) services: general. A copy of the revised timetable information displayed at stops was awaited from the Transport Co-ordination Service for inclusion in the newsletter.

(ii) shelters. Nothing to report.

## 7. Highways.

(i) Major schemes: Chester Deeside Transport System. The Council's anxiety to achieve the extension of the cycleway to Park Farm would be raised with J E Burke Esq CC. 01/02 039

(ii) Local matters.

(i) Wicker Lane. There was nothing further to report as to the outcome of the site meeting held on Monday,

June 4, 2001 with the Section Engineer.

(b) Chester LJC for Highways and Transportation. The Clerk reported a meeting of the committee had been held on Thursday, July 26 2001.

(c) Road sign, Belle Vue Lane. Action by the District Engineer was awaited. Cllr Fisher reported a direction sign at the junction of Hare Lane and Belle Vue Lane was also obscured. Action:

Refer to District Engineer for immediate action.

(d) Direction signs, Village Hall. The Clerk had consulted two of the three shopkeepers. The provision of signs to the shops had been welcomed in principle and no adverse reaction had been raised to a possible modest contribution from the businesses concerned. Action: Estimate to be requested from the highway authority.

(e) School Lane, maintenance. The District Engineer had been complimented on the scheme. Action: District Engineer to be informed of presence of a diversion sign in Hill Top Road.

(f) Footways, Arrowcroft Road. It was not known if the anticipated repairs had yet been carried out.

(g) Verges, Guilden Sutton Lane. It was not known if there had been any response to the complaint as to the unsatisfactory reinstatement carried out by Transco of certain verges disturbed during the main replacement in 2000. Action: Monitor.

(h) local safety scheme, junction A 41/Guilden Sutton Lane. There was nothing further to report at this stage as to the renewed concerns which had been referred to the highway authority. Action: Incidents to be logged.

(i) The Clerk reported the receipt, by letter dated 24 August, 2001, of advice from the Section Engineer as to the introduction of a modified parish friend scheme by the highways office. It was noted the council already had extremely good relations with the staff concerned. Action: Scheme to be welcomed.

(iii) Strategic.

(i) Local Transport Plan. The Clerk reported the receipt, by letter dated 8 August, 2001 which had been circulated, of advice from the Director of Environment, Cheshire County Council as to the launch of a draft walking strategy on Thursday, September 20, 2001. Action: Noted.

(iv) Street lighting.

Nothing to report.

8. Finance:

(i) income.

Bank of Scotland

interest (July) £ to follow

(Aug) £ to follow

(ii) payments.

NW Parish Councils

Conference fee £ 30.00

Devaprint

Newsletters £ 65.00

B J Bailey

Sign £ 44.06

Play and Leisure Ltd

Safety surfacing £ 4,360.50 (VAT £1,494.50)

Clerk:

Photocopies (Aug)

285@ 5p £ 14.25

Mileage (July/Aug)

20 Miles @ 40p £ 8.00

£ 22.25

Proposed by Cllr Whitehouse,

Seconded by Cllr Astbury

and agreed.

(iii) balances

Bank of Scotland

(July) £ to follow

(Aug) £ to follow

(iv) Audit.

(a) Internal. The amending minute was being prepared by the Clerk to regularise points of detail recommended by Cllr Hughes. The Clerk would present accounts to Cllr Hughes in due course for internal audit purposes.

(b) External. The Clerk reported the receipt, by letter dated 14 August, 2001 of advice from the auditors as to the date of the audit, set for 28 September, 2001. He had completed the preparation for the audit but was unable to present the accounts for signature as the advice of the auditor was necessary for their completion. The necessary notice advising electors of their rights had been displayed. Action: Noted. Cllr Armitage and the Clerk reported as to the revised arrangements for 2001/02 onwards. Members welcomed the return to a receipts and payments basis but expressed concern at the implications of the requirement for an internal auditor who was independent of the council. It was thought the internal audit might become too comprehensive and consume most of the suggested savings. The Clerk stressed the value of continuity. Action: Noted.

9. Access to school.

The possible replacement of the cherries would be considered at the February, 2002 council.

10. Environment services:

(i) amenity cleansing. The condition of growth in the gutters would be referred to the City Council Services Manager.

(ii) dog fouling. The provision of a pole to enable the mounting of the proposed bin in the hollows would be progressed.

(iii) lengthsman. Members expressed their preference for the rota to operate on a Monday to enable closer supervision. Action: Advise contractor. Cllr Whitehouse had requested an estimate for a scavenge of Guilden Sutton Lane.

#### 11. Trees and hedges.

(i) Oak, Heath Bank. The Tree Officer had advised as to the condition of the Oak which appeared to be in reasonable health. Action: Noted. The highway authority was being approached as to the concern which had been expressed that the trees upon the banking might attain a height such that they would fall on adjacent property.

(ii) Sycamore, war memorial. The Clerk was to discuss with the Tree Officer the extent of the work which might be required.

(iii) Summerfield Road. It was reported that foliage was obstructing the noticeboard. Action: Clerk to trim.

#### 12. Cheshire Association of Parish Councils.

(i) Annual meeting 13 October 2001. Cllrs Hughes, Armitage and Gartland would represent the council at the annual meeting to be held at Wincham Community Centre. Action: County Secretary to be informed. It was noted this would be followed by a seminar on the Rural White Paper.

(ii) It was agreed that Cllr Armitage should represent the council at the regional conference to be held on

22 September, 2001 in Preston. Action: Place to be confirmed.

(iii) The Clerk had circulated information with respect to a training course to be held at the County Office on

6 September, 2001. Action: Noted.

(iv) Newsletter, August 2001. Received and circulated.

#### 13. Chester City Council.

(i) Maintenance of churchyards and burial grounds. Nothing further to report at this stage.

(ii) Rural Housing Needs Survey. The Clerk reported the receipt, by letter dated 7 August, 2001, of this report. It suggested a need had been identified for six dwellings within the parish. Action: Noted.

(iii) LODIS newsletter, Summer 2001. Action: Received and noted.

(iv) Chester Economic Development News Summer 2001. Action: Received and noted.

(v) Ethics and Standards Committee. The Clerk reported the receipt, by letter dated 16 August, 2001, of information from the chairman of the City Council's Ethics and Standards Committee as to the parish council code of conduct. Action: Noted. Cllr Armitage, as chairman of the Area Meeting, to be nominated as parish council representative on the committee.

#### 14. Cheshire County Council.

(i) Annual Town and Parish Council Conference 18 September, 2001. It was agreed that Cllrs Armitage, Gartland and Whitehouse should represent the council.

(ii) New structure. The Clerk reported the receipt, by letter dated 24 July, 2001, of the County Council's intention to consult on a new structure. Action: Noted.

(iii) Safe Driving Courses. The Clerk reported the receipt of information relating to safe driving courses. Action: Noted.

#### 15. Cheshire Community Council.

(i) Village Design Statements. The Clerk reported the receipt, by letter dated 3 August, 2001, of advice as to the future process to be followed for this project. Action: Noted.

(ii) AGM. The Clerk reported the receipt, by letter dated 1 August, 2001, of details of the AGM to be held on

27 September, 2001. Action: Noted.

(iii) Annual report. Received and noted.

(iv) Vital Villages. Cllr Armitage reported on this initiative, which included provision for parish transport grants. Details of a proposed seminar, which had been circulated by the Clerk, were received and noted.

(v) Cheshire Cauldron, August 2001. Received and noted.

16. CPRE.

(i) Rural Matters issue 19. Received and referred Cllr Whitehouse. (ii) The Clerk referred to a statement which suggested the Southern Crescent concept had been deleted from regional planning considerations.

17. Health.

(i) Future organisation of primary care. Cllr Paterson reported. Action: Noted.

18. Policing matters.

(i) Chester Police Forum. It was noted that future meetings were to be held on 17 September 2001 and

21 January 2002.

19. Newsletter.

Nothing to report.

20. Millennium Celebrations.

(i) Millennium Projects. The Clerk reported the receipt, by letter dated 14 August, 2001, of the results of a survey of millennium projects carried out in the rural area. Action: Noted.

(ii) Golden Jubilee. The forthcoming Golden Jubilee celebrations in 2002 of HM Queen Elizabeth II would be revisited.

21. Memorial Garden.

Nothing further to report at this stage.

22. Bulb planting.

A response was awaited from the highway authority as to the client in respect of the maintenance of the verges on the Guilden Sutton Lane diversion. A budget allocation of £60 was confirmed for planting this Autumn.

23. Web site.

Cllr Fisher sought advice as to a possible charging regime. It was agreed that local organisations would be included free of charge although this would be reviewed in due course.

24. Primary school.

Nothing to report.

25. Village Hall.

Cllr Hughes thanked Cllr Armitage and the Clerk for securing the removal of obscene graffiti which had occurred during August. It was noted the 'no games' sign arranged by City Cllr Bailey had been removed shortly after being affixed.

26. Covenants, shop premises.

Nothing further to report at this stage.

27. Land adjoining Summerfield Road.

Nothing further to report at this stage.

28. Drainage, Belle Vue Lane.

The outcome of the visit by the City Council's drainage engineer was not known.

29. Local radio licence for Chester.

The Clerk reported the receipt, by letter dated 15 August, 2001, of details of a bid by Chester FM. Action: Noted.

30. Chester Council for Voluntary Service. The Clerk reported the receipt, by letter dated 16 July, 2001, of details of the appointment of Mr Alan Chapman as chief officer. Action: Noted.

31. Surgery. It was reported the initial surgery had attracted three constituents who had raised a number of issues. This had been disposed of as detailed beneath. Cllr Armitage felt the surgery to have been worthwhile.

Topics raised:

Nuisance youths: refer to P C Tack.

Noise nuisance: to be monitored.

Litter in play area: to be raised with grounds maintenance contractor.

Condition of Village Hall steps: to be raised with the Community Association.

Flooding, School Lane/Station Lane/Wicker Lane: to be referred to District Maintenance Engineer.

32. Mrs Marjorie Birkenhead.

Cllr Paterson reported the success of Mrs Marjorie Birkenhead, age 80, of Summerfield House, in reaching the final of a national art competition. Action: Mrs Birkenhead to be congratulated.

#### MATTERS CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

It was proposed by Cllr Armitage, seconded by Cllr Astbury and agreed that the press and public should be excluded for discussion of the following items on the grounds of the likely disclosure of exempt information.

33. Land, Hare Lane/Belle Vue Lane.

The Clerk reported the receipt of advice, per City Cllr J R

Boughton, of the present tenancy arrangements for this land and of the City Council's proposed course of action in the future.

Action: Noted.

#### 34. Clerk's salary.

(in the absence of the Clerk). Having reviewed the national guidance and circulated a report to Members, Cllr Armitage recommended the Clerk's salary should be increased to £675 per quarter with effect from April, 2001. This was agreed. The Clerk thanked Members for their consideration.