

GULDEN SUTTON PARISH COUNCIL

Minutes of the ordinary meeting of the Council held in Guilden Sutton Village Hall on Monday 17 December, 2001.

Chairman: Cllr D Hughes.

Apologies: Cllr Whitehouse, City Cllr J R Boughton, County Cllr J E Burke.

Present: Cllrs Arditti, Armitage, Astbury, Fisher, Gartland, Hughes, Paterson.

In attendance: City Cllr B J Bailey.

1. Public speaking time.

Mrs J Proudlove and Mrs J Mooney addressed the council on matters relating to the children's play area, emphasising the importance of provision for pre-school children and for creative play. The replacement of the house, which had been vandalised, was suggested together with the installation of seating matching that at the primary school. The Chairman thanked parents for their efforts and believed there was a strong case for equipment to be installed which they wished to see. The parish council would do its best to match the sum of money which had been raised. The possibility of a further City Council grant would be considered by City Cllr Bailey.

2. Procedural matters.

(i) Minutes.

The minutes of the meeting of the Council held on Monday 12 November, 2001 were proposed by Cllr Armitage and seconded by Cllr Gartland.
Action: Agreed.

3. Planning.

(i) New applications.

No applications had been received.

(ii) Decision notices.

No decision notices had been received.

(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. A response was awaited from the Parks Manager 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.

00/00932/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.

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.

01/00550/TEM, temporary change of use of agricultural building to light

industrial at Tile Farm, Wicker Lane for Mr J Nicholas. The use of the weighbridge by non agricultural vehicles at unsocial hours had been discussed with the enforcement team leader who had rehearsed steps which had been taken to minimise any problem. It was noted there was no hours restriction on the operation of the farm although environmental health concerns could be raised where this was appropriate.

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.

01/00738/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.

01/00884/COU, change of use to caravan park at Rose Manor Farm, Mickle Trafford.

01/00920/FUL, extension to roof for proposed loft conversion at 54 Guilden Sutton Lane, CH3 7EY for Mr Palmer.

01/00940/FUL, two storey extension at 9 Fox Cover, Guilden Sutton CH3 7HH for Mrs E Johnson.

01/01302/FUL, replacement of flat roof with pitched at Highfield, Wicker Lane CH3 7EL for Mr D Mathews.

01/01329/FUL, two storey extension at Cherry Bank, Church Lane, CH3 7EW for Mr D Howarth (amended details.)

01/01376/FUL alterations at 87 Oaklands, Guilden Sutton, CH3 7HG for J Richardson. An objection had been raised. The extension would be forward of the building line and would present an over dominant gable which would be very intrusive at an access to the shops and village hall. The overall massing of the further extended dwelling, which would appear to have a separate, additional front entrance, would be out of keeping with the estate and would have an undue adverse effect on the street scene. The planning authority had been asked to consider if the parking standards would be met for a dwelling of that size. Should the planning authority be minded to approve the application, the Council would wish to see a

condition as to single family occupancy. The applicant had been advised of the council's response and had indicated his disappointment to Cllr Gartland and the Clerk.

(iv) General.

(a) Current planning applications. The Council revisited the list of current planning applications and its usefulness. Cllr Armitage believed to this to be a helpful aide memoire pending completion of the development concerned. Action: retain.

(b) Visit to local planning authority. Members referred to the recent visits which had been arranged to the local planning authority and their value. The provision for informal comments on applications was noted together with the fact that support for a proposal carried weight. Cllr Armitage said he had been very impressed and the council now had a better understanding of the way in which the planning authority worked and the professionalism they brought to the job. Cllr Fisher expressed appreciation of the willingness of the officers to answer questions. The Chairman described the enthusiasm of the whole team as very impressive. City Councillor Bailey pointed out that a new government Green Paper on planning envisaged that 90 per cent of applications would be delegated. Action: Chief Executive to be made aware of the council's appreciation for the visits arranged by the Development Control Manager.

(v) Strategic Planning.

(a) Chester District Local Plan. The Clerk reported the receipt, by letter dated 19 November, 2001, of the formal rebuttal to the council's submission in respect of policies relating to a proposed cycle way across the Gowy valley. Action: noted.

(b) Rural White Paper. Further information was awaited on the proposals.

4. Parish Car Park.

The chairman thanked those members who had taken part in the working party convened on Saturday

24 November, 2001. The lengthsman would be advised the leaves on the car park had been dealt with. Cllr Fisher believed that action should be taken in the early part of the season to deal with bindweed. This would be included in the specification for the 2002 contract. The Chairman suggested that the shrubs might be replaced with cobbles. Cllr Armitage indicated he would not be in favour as this would introduce an

inappropriate urban aspect into a rural setting. He believed the Scouts should be given the opportunity to plant appropriate shrubs in the border and to maintain them in the first season. Cllr Gartland indicated the Cheshire Landscape Trust nursery was only in a position to provide hedging plants. Action: Scouts to be asked to provide a proposal for the planting of the boundary and their maintenance for the first 12 months thereafter .

5 . Leisure Services.

(i) Playing field.

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

(b) provision for youth. City Cllr Bailey reported the local panel had approved the parish council's application for funding for proposals with a focus on environmental improvements and youth diversion in full. The Chairman noted the council had been extremely successful obtaining a substantial sum of money for the village. Cllr Paterson referred to concerns which had been expressed by occupiers of the old school house. The Chairman believed the field to be heavily underutilised. Action: Cllr Arditti to pursue further estimates for the provision of hard surfacing, drawing to be available for the January meeting.

(c) Dog fouling. Action: The Clerk would pursue the locking of the gate by the grounds maintenance contractor. The replacement of the 'no dogs' sign was in hand.

(d) Cheshire County Playing Fields Association. The Clerk reported the receipt of the association's annual report for 2000/01. Action: Noted.

(ii) Play Area.

(a) Safety inspections. A response was awaited from the City Council as to the estimate which had been sought regarding the cost of their inspection service. The Clerk was pursuing repairs to the see saw, public seat and slide. He reported the receipt of inspection reports for 14 November and 3 December, 2001. A new inspection rota would be drawn up by the Clerk commencing with Cllr Arditti on 22 December, 2001.

(b) Improvement scheme. The council welcomed the fact that the

application for funding for the provision of replacement boundary fencing to the front of the play area, together with a new gate, had been successful. Cllr Paterson referred to the possibility of a mobile CCTV camera being installed. Action: Cllr Arditti to pursue installation of fencing and gate, position with respect to CCTV to be raised by the Clerk with PC Tack.

(iii) Public Footpaths

(a) Parish Footpaths Group. Action: The disappearance of the fingerpost at the Belle Vue Lane access to footpath no 2 was being referred to the Footpaths Warden.

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

It was not thought that action had been taken by the District Maintenance Engineer to deal with the severely overgrown condition of this path as had been promised. Action: Clerk to pursue. Cllr Arditti referred to incidents of motorcycle riders using this path. Action: PC Tack to be advised.

(c) Drawing the Boundaries. Action: The advice received from the Countryside Agency as to new rights of access was being referred to the Footpaths Warden.

(d) Noticeboard. Action: The Clerk was contacting the Footpaths Warden with respect to the replacement of the footpaths map in the Summerfield Road noticeboard.

(e) Draft map of registered common land and open country. Action: This would be considered by Cllr Fisher .

(f) Mid-Cheshire Footpath Society. The society's walks programme for January - June 2002 was received. Action: noted.

(iv) Grounds Maintenance.

Nothing further to report at this stage.

(v) Public seats. See minute 5 (ii) (a) above.

6. Public Transport.

(i) services: general. nothing to report.

(ii) shelters. Nothing to report.

(iii) Rural TIP. The poor condition of this display had been referred to the Transport Co-ordination Service. A response was awaited

7. Highways.

(i) Major schemes:

(a) Chester Deeside Transport: nothing further to report at this stage.

(ii) Boughton transport corridor improvement project. The Clerk reported the receipt, by letter dated 6 December, 2001, of consultations on the first phase of this project. It was noted that proposals for the introduction of cycle lanes on Vicars Cross Road would result in restrictions to the volume of traffic allowed to proceed across the A 51/A 41 junction. Members were concerned this could lead to further congestion tailing back to the A 51/Wicker Lane junction and to increased rat running on Wicker Lane itself and would wish to object should this be the case. Action: response to be made as outlined.

(ii) Local matters.

(a) Wicker Lane. The need for action to deal with the condition of this road had been referred to County Cllr J E Burke.

(b) Direction signs, Village Hall. The Clerk had now been able to revisit the previous correspondence and was seeking estimates from the highway authority.

(c) Footways, Arrowcroft Road. Concerns as to the condition of dropped kerbs at 16, 20 and 42 Arrowcroft Road had been visited it during the site meeting held on at 7 December, 2001.

(d) Local safety scheme, junction A 41/Guilden Sutton Lane. Cllr Astbury reported an injury accident had taken place at 9:45am on 11 December, 2001.

(e) Damage to footways. Action: Cllr Paterson reported on the site meeting held on Friday 7 December, 2001. Detailed comments had been provided by Cllrs Armitage and Fisher and an inspection had been made on foot. Cllr Paterson described the outcome as very positive.

(f) Gully, Hill Top Road. The District Maintenance Engineer had been

advised of Cllr Whitehouse's belief that the main drain in Hill Top Road was obstructed.

(g) Footway, Summerfield Road - Oaklands. It was reported a resident had suffered personal injury and damage to property as a result of tripping on a broken step on this path which was not adopted. Efforts would be made to contact the developers and advise them of the defect. Action: Clerk to progress.

(iii) Strategic.

(i) M53/A55/A483/A550 route management strategy. The Clerk reported the receipt, by letter dated 26 November, 2001, of advice concerning public consultation on this strategy. Action: Clerk to report to January meeting.

(iv) Street lighting.

There were no reported faults.

8. Finance:

(i) income.

Bank of Scotland

interest (Nov) £ 35.37

Donations re wreath £ 18.00

Donation re party of the year £ 1,300.00

(ii) payments.

Mrs R Mort

Playing field rent

Jan - March 2002 £ 137.50

S & H Services

shelter cleaning £ 10.00

Chester Standard

distribution £ 32.90 (VAT £4.90)

Gresty

Grounds maintenance £ 765.00*

Scavenging (31 weeks) £ 542.50 (total VAT £228.81)*

Repairs to play area fence £ 145.44 than (VAT £21.66)

Royal British Legion £ 18.00

Clerk:

Photocopies (Nov)

180@ 5p £ 9.00

Mileage (Nov)

20 Miles @ 40p £ 8.00

£ 17.00

Proposed by Cllr Gartland

Seconded by Cllr Astbury

and agreed.

*The Clerk had verified these invoices to received from Gresty for grounds maintenance and lengthsman duties.

(iii) balances

Bank of Scotland

(Nov) £14,637.14

(iv) Audit.

(a) Internal. Action: The Clerk would present an internal audit immediately on the return of the papers from the external auditor.

(b) External. The Clerk reported the auditors had further amended the accounts. It was agreed these should be signed by the Chairman and the responsible financial officer.

(v) Budget. The Clerk would prepare draft budget proposals for consideration by the Chairman and vice-chairman prior to the January meeting. Cllr Fisher suggested the possibility of increased expenditure on the upkeep of the village for the benefit of the community as a whole. The Clerk reported the receipt, by letter dated 10 December, 2001, of advice from the City Council that the parish tax base for 2002/2003 would be 640.1 band D equivalent properties. Action: noted.

(vi) Banking arrangements. The Clerk reported the receipt, by letter dated 3 December, 2001 of advice from the Bank of Scotland about revised contact details for the management of the council's account. Action: noted.

(vii) VAT. The Clerk reported the expected recovery of VAT for the financial years 99/00 and 00/01 would be £890.51.

9. Environment services:

(i) amenity cleansing. Nothing to report.

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

(iii) lengthsman. Action: The contractor was being advised of the Council's preference for the rota to operate on a Monday to enable closer supervision.

10. Trees and hedges.

(i) Oak, Heath Bank. As a result of the site inspection with the Highway Authority, it was noted the Heath Bank trees were to be pruned. It was hoped these would be restricted to a reasonable height, in particular the laurels. Cllr Fisher stressed the importance of the outcome being revisited in 12 months time.

(ii) Sycamore, war memorial. Action: The Clerk was to discuss with the

Tree Officer the extent of the work which might be required.

(iii) Cheshire Landscape Trust. The Council revisited the request from the chairman of the trust, Mrs H Carey, for a donation. Supporting documents indicated the average annual cost, including free trees, was £85 per annum per warden. It was proposed by Cllr Armitage, seconded by Cllr Gartland and agreed that a donation of £30 should be made.

(iv) Trees, the dell. The Clerk reported the receipt, by letter dated at 9 November, 2001, of advice of from the parks and open spaces manager as to intended tree management to be carried out at the dell. The work would sustain the area for a period of three - five years and was intended to be completed during the current autumn and winter. City Cllr Bailey indicated the trees were over growing the footpath, raising a safety issue. Action: noted.

11. Cheshire Association of Parish Councils.

(i) Annual meeting 13 October, 2001. The County Secretary was being thanked for the initiative in forwarding early copies of the draft minutes.

(ii) Quality parish and town councils. the Clerk reported the receipt, by letter dated 22 November, 2001, of a copy of the consultation paper from Mrs Christine Russell MP. It was noted the closing date for the receipt of responses was 31 January, 2002. Cllr Armitage reported.

(iii) Annual subscription. The Clerk reported the receipt, by letter dated 5 December, 2001, of advice from the County Association that the affiliation fee would increase to 0.18p as agreed at the annual meeting. Action: noted.

(iv) Cheshire Rural Forum 30th January, 2002. The Clerk reported the receipt of details of this meeting. Action: noted.

(v) Annual inspection of children's playgrounds. The Clerk reported the receipt of details of the arrangements for the inspection in 2002. It was noted that playgrounds in Cheshire were due to be inspected in April.

(vi) The Queen's golden jubilee toolkit. Received and noted.

12. Chester City Council.

(i) Parish Partnership Reception 28 November, 2001. The council had been represented by Cllrs Armitage, Fisher, Gartland and the Clerk.

- (ii) Christmas Parcel Appeal 2001. The annual letter from the Rt Worshipful the Lord Mayor had been referred to the Church Wardens.

- (iii) Friends of War Memorials. The cleaning of memorials in Hoole and Upton by the City Council had been pursued by the Clerk with City Cllr Bailey. Further inquiries were to be made.

- (iv) Wrexham resource recovery centre. Members supported the general view that this application should be called in by the National Assembly for Wales. Action: Clerk to progress.

- (v) Model code of conduct. The Clerk reported the receipt, by letter dated 19 November, 2001, of information from the Standards Board for England concerning the model code of conduct proposed for parish councils. It was noted the council was required to adopt its own code of conduct by 5 May, 2002. He further reported the receipt of advice from the City Council, by letter dated 12 December 2001, on the issue. Action: noted.

- (vi) Community liaison. The Clerk reported the receipt, by letter dated 21 November, 2001, of details of the City Council's proposals for future community liaison following the retirement of the council's community development officer. Action: noted.

- (vii) Local Panels. The Clerk reported the receipt, by letter dated 10 December, 2001, of an opportunity from the City Council for members to complete a questionnaire in connection with a review of local panels. Action: noted.

- (viii) Gowy panel 18th October, 2001. The minutes of this meeting were received. Action: noted.

- (ix) Christmas and new year refuse collection. Details of the arrangements were received and noted.

- (x) Chester archaeology annual review 2000/01. Received and noted.

13. Cheshire County Council.

- (i) The Cheshire Partnership, consultation. This had been completed by the Chairman.

- (ii) Waste disposal strategy; consultation. Nothing further to report.

(iii) Cheshire Education Service, consultation. Cllr Fisher reported the consultation dealt with the broader concepts.

(iv) Cheshire's check-up 2000. The Clerk reported the receipt, by letter dated 10 December 2001, of this report on progress in Cheshire towards more sustainable development. Action: noted.

(v) Chester Matters issue 32, December 2001. Action: received hand noted.

14. Cheshire Community Council.

(i) Village Design Statements. Nothing further to report.

(ii) Members News, December 2001. Action: received and noted.

(iii) Vital Villages. Further information relating to this initiative was received and referred to Cllr Gartland .

15. CPRE.

No correspondence to report.

16. Health.

Nothing to report.

17. Policing matters.

(i) Chester Police Forum. It was noted the next meeting would take place on 21 January 2002.

18. Newsletter.

Arrangements had been made by the Clerk to display future issues on noticeboards and in the Post Office window. The Clerk indicated that due to the Christmas and new year break it might not be possible for the January 2002 issue to appear prior to the meeting of the Council.

19. Golden Jubilee 2002.

The Clerk reported that a notice inviting comment had appeared in the newsletter. He reported the receipt of advice on the lighting of beacons

and the organisation of a garden and street parties. It was noted the Queen's Jubilee baton relay in connection with the opening of the Commonwealth Games appeared to be routed along the A51. The organisers would be approached as to the possibility of diverting the relay through the parish. The Clerk at reported the possibility had the enthusiastic support of the head teacher.

20. Memorial Garden.

Cllr Armitage reported that a finger had been removed from the finger post. Inquiries would be made of the Deva Forge as to a possible replacement.

21. Bulb planting.

It was noted the highway authority wished to be consulted about plans for mass planting in 2002. A photographic record would be made by Cllr Fisher in the Spring.

22. Web site.

Cllr Fisher reported. The Clerk was to forward copies of past Minutes and Newsletters for inclusion.

23. Primary school.

Nothing to report.

24. Village Hall.

It was hoped the replacement of the advisory sign would now proceed given the successful outcome of the bid for Local Panel funding. The condition of the steps to the forecourt of the hall was be drawn to the attention of the Community Association.

25. Roll of Chairmen.

The Clerk would visit the Record Office to assess the dates of service of Clerks for inclusion in the roll.

26. Drainage, Belle Vue Lane.

The outcome of the visit by the City Council's drainage engineer was being pursued by City Cllr J R Boughton.

27. Local radio licence for Chester.

Further to the receipt of advice from the Radio Authority that all the bidders were Chester based, a response would be made to the Radio Authority as to the quality and content of the speech strands which the council would wish to appear in the successful contractor's programming. The Clerk reported the receipt, by letter dated 21 November, 2001 of details of the bid proposed by Chester Radio. Action: noted.

28. Surgery.

Cllr Fisher reported on the surgery held on 1 December, 2001. A complaint had been received about the deposit of mud on roads in the parish by agricultural contractors. Action: Highway Authority to be advised and guidance sought. The situation would continue to be monitored particularly where operations were carried out during the hours of darkness.

29. Christmas celebrations.

It was noted the annual carol-singing would take place in the village hall at 6:30pm on 19 December, 2001. It was noted that in the absence of Christmas tree lights or decorations, the supplier of the tree had purchased a slightly smaller tree together with decorations at a total cost of £33.93. Approval of this course of action was proposed by Cllr Gartland, seconded by Cllr Armitage and agreed .

30. Volunteer Voice, issue 15, Autumn 2001. Action: received and noted.

31. Voluntary voice, issue 21, Autumn 2001. Action: received and noted.

32. Domesday County edition.

The Clerk reported the receipt of information about this publication. Action: Noted.

33. Media coverage.

Cllr Armitage requested that the issue of media coverage of parish affairs should be included in the January agenda.

Matters considered in the absence of the press and public due to the possible disclosure of exempt information.

34. Enforcement action. Correspondence was received and noted relating

to possible enforcement action at two sites in the parish. Action: noted.