

GULDEN SUTTON PARISH COUNCIL

Minutes of the ordinary meeting of the Council held in Guilden Sutton Village Hall on Monday 14 January 2002.

Chairman: Councillor D Hughes

Apologies: County Councillor J E Burke, PC R Tack.

Present: Councillors Arditti, Armitage, Astbury, Fisher, Gartland, Hughes, Paterson, Whitehouse.

In attendance: City Councillor B J Bailey, City Councillor J R Boughton, the Rev Sara Cliff.

1. Public speaking time.

Mr J Richardson, 87 Oaklands referred to his application for an extension and expressed disappointment that the Council had not confirmed the informal views expressed by Members during the consultation process. The Chairman responded to the points made by Mr Richardson. City Councillor J R Boughton referred to the process under which comments made by parish councils were considered by the local planning authority.

The Chairman welcomed the Rev Cliff who had been appointed as Minister to Guilden Sutton Methodist Church. The Rev Cliff responded and referred to arrangements being made to celebrate Her Majesty's Golden Jubilee .

2. Procedural matters.

(i) Minutes.

The minutes of the meeting of the Council held on Monday 17 December, 2001 were proposed by Councillor Fisher, seconded by Councillor Armitage and approved subject to `it was noted the Heath Bank trees' in the first line of minute 10 (i) being replaced with: `it was noted that the shrubs at Heath Bank'.

(ii) correspondence.

It was agreed the Clerk would make arrangements to distribute

incoming future correspondence on the following basis. This would be reviewed after the parish elections in May, 2003.

Councillor Arditti: Leisure

Councillor Armitage: Policy, Cheshire Association of Town and Parish Councils, National Association of Local Councils, Standards.

Councillor Astbury: Public transport, Police.

Councillor Fisher: Strategic planning, major highway schemes, Education, Fire, Cheshire County Council.

Councillor Gartland: Cheshire Landscape Trust, trees, memorial garden, Chester City Council.

Councillor Hughes: Development control, finance, community safety.

Councillor Paterson: Health, social services, parish highways, Village Hall.

Councillor Whitehouse: Cheshire Community Council, CPRE, environmental services.

3. Planning

(i) New applications

01/01376/FUL (amended) alterations at 87 Oaklands, Guilden Sutton, CH3 7HG for Mr J Richardson. Councillor Gartland reported. Councillor Armitage believed the amendments put forward by the applicant resolved the objections which had been raised. It was proposed by Councillor Armitage, seconded by Councillor Fisher and agreed that no objections should be raised.

(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. The Clerk reported he had discussed with the City Council's Parks and Open Spaces Manager the possibility of the 1st Guilden Sutton Scouts completing the proposed landscaping as a community project to be supervised by the Parks and Open Spaces Manager within the budget allocated of £200. On behalf of the Scouts, Mr Martyn Davies had confirmed the group would be interested in completing the project on the terms discussed.

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

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.

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

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.

01/00738/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.

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.)

(iv) General.

(a) Visit to local planning authority. The Chief Executive had been made aware of the council's appreciation for the visits arranged by the Development Control Manager.

(b) Planning Green Paper. City Councillor Bailey referred to a recently published planning Green Paper under which local plans would be prepared in a different form and performance targets could see all householder applications being decided by officers under delegated powers. City Councillor Bailey indicated that he would be happy to speak to the council on the matter. Action: Noted.

(v) Strategic Planning.

Nothing further to report at this stage.

4. Parish Car Park

It was agreed a meeting should be held on Saturday 19 January, 2002 to be attended by Councillor Hughes, Councillor Gartland and City Councillor Bailey to discuss the proposed improvements.

The Clerk reported he had approached the 1st Guilden Sutton Scouts as to their possible involvement in the refurbishment of the landscaping and its maintenance for the first 12 months thereafter. The group had confirmed their interest in such a project and would forward an indication of the estimated cost in due course.

5. Leisure services.

(i) Playing field.

(a) Risk assessment. The Clerk reported he had contacted the National Playing Fields Association and the Royal Society for the Prevention of Accidents as to advice on risk assessments.

(b) Provision for youth. Councillor Arditti reported he was awaiting costings from the contractor as to the installation of a combined basketball net and five a side goalpost together with an area of hard surfacing. This scheme was approved together with the relocation of the roadside goalpost towards the centre of pitch. The Chairman and Vice Chairman were given delegated authority to agree any approvals which may be necessary prior to the February meeting. The Clerk reported the receipt, by letter dated 14 January, 2002 of an objection to the scheme by Mr and Mrs J Foreman of The Old School House. It was agreed that Councillor Arditti together with the Clerk would seek to meet Mr and Mrs Foreman when full details of the proposed scheme were available .

(c) Grounds maintenance. The advice of the City Council Parks and Open Spaces Manager would be sought as to contacting a contractor who would be in a position to suggest remedial measures to improve the condition of the field.

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

(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. The Clerk circulated an inspection rota for the period to 31 December, 2002.

(b) Improvement scheme. Cllr Arditti was pursuing the installation of the replacement fencing and gate. The position with respect to CCTV had been 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. The severely overgrown condition of this path was being pursued with the District Maintenance Engineer. PC Tack had been advised of the incidents of motorcycle riders using this path. Councillor Fisher referred to the condition of the steps on footpath No. 2 and the fence adjoining the hollows. Action: Refer to Footpath Warden.

(c) Drawing the Boundaries. The advice received from the Countryside Agency as to new rights of access had been 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. Councillor Fisher reported the draft proposals did not include any land within the parish.

(iv) Grounds maintenance - 2002 contract. The Clerk would invite tenders for this contract and design a pro forma to be used by the appointed contractor to enable progress to be monitored.

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

6. Public Transport.

(i) Services: general. nothing to report.

(ii) Shelters. Nothing to report.

(iii) Maintenance of rural TIP The Council expressed disappointment that the transport information point did not appear to have been updated by the Transport Co-ordination Service. Action: Clerk to pursue.

7. Highways.

(i) Major schemes:

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

(b) Boughton transport corridor improvement project. The highway authority had been informed of the Council's concerns 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 A51/A41 junction, leading to further congestion tailing back to the A 51/Wicker Lane junction and to increased rat running on Wicker Lane. A response was awaited.

(ii) Local matters.

(a) Wicker Lane. The Clerk reported that County Cllr Burke was drawing the Council's concerns to the attention of the Environment Chairman in the context of the £1 million which had been made available for highway maintenance.

(b) Direction signs, Village Hall. Estimates for the provision of this scheme were awaited. These would be reviewed on receipt together with the possible availability of grants.

(c) Footways, Arrowcroft Road. It was not known what action had been taken by the District Maintenance Engineer as to the condition of the dropped kerbs at 16, 20 and 42 Arrowcroft Road which had been visited during the site meeting held on at 7 December, 2001.

(d) Local safety scheme, junction A 41/Guilden Sutton Lane. Councillor Astbury referred to two recent accidents at this junction together with a further unauthorised manoeuvre.

(e) Footway, Summerfield Road - Oaklands. Efforts were being made by the Clerk to locate the present address of the developers.

(f) Gully, Hill Top Road. Councillor Whitehouse reported the main drain in Hill Top Road had now been jetted by the highway authority.

(g) Request for crossing, Guilden Sutton Lane/Hoole Lane. Councillor Whitehouse informed the Council of efforts which were

being made to secure a crossing of the A 41 at Guilden Sutton Lane and Hoole Lane due to the difficulty for pedestrians in crossing at this point. Action: further inquiries as to the crossing to be made by the Clerk.

(h) Mrs Y Kirk. The Clerk reported the receipt of correspondence, by letters dated 4 January 2002 and 12 January 2002 from Mrs Y Kirk, Spring Lodge, Old Hall Park thanking the Council for its assistance in the relocation of the 'road narrows' sign on Belle Vue Lane and in the trimming and pruning of the shrubs on the parish Car Park. Mrs Kirk further sought assistance with respect to the future maintenance of the Cheshire Railings on Wicker Lane towards the junction with the A 51 and the overgrown condition of the hedge on the footway of Guilden Sutton Lane between the old school and Holly Cottage. It was noted this had subsequently been trimmed but the footway was in a poor condition and damage had occurred to the verge.

Action: Mrs Kirk to be advised of the position re Cheshire railings, District Maintenance Engineer to be advised re footway and verge on Guilden Sutton Lane .

(i) Cinder Lane. Councillor Paterson reported the field side hedge adjoining the highway in Cinder Lane was overgrown. Action: District Maintenance Engineer to be informed.

(j) Arrowcroft Road. A Member referred to the parking of cars on the verges on Arrowcroft Road. Action: Refer to District Maintenance Engineer.

(iii) Strategic.

(a) M53/A55/A483/A550 route management strategy. The Clerk had studied the strategy and said the proposals were unlikely to apply to the length of the carriageway within the parish. Action: noted .

(b) County Engineering Service, best value review. The Clerk reported the receipt, by letter dated 12 December, 2001 of the outcome of a best value review of the County Council's Engineering Service. The current level of service had been judged to be 'fair' with the inspectors finding the service would 'probably' improve. Action: noted.

(c) A-Z of highways services and contacts. The Clerk reported

the receipt of this booklet. Action: noted.

(d) 2001/2002 Winter gritting routes. The Clerk reported the receipt, by letter dated 14 December, 2001, of details of these routes. It was noted that Guilden Sutton Lane between the A 41 and the A 55 had been omitted. Action: Clerk to draw this to the attention of the highway authority.

(iv) Street lighting.

There were no reported faults.

8. Finance:

(i) income.

Bank of Scotland

interest (Dec) £ 19.81

VAT refund £ 890.51

(ii) payments.

Chester Standard

distribution £ 16.45

Gresty

Outstanding VAT £ 228.81 *

Cheshire Landscape Trust

Donation £ 30.00

Clerk:

Salary

Oct - Dec 2001 £ 675.00

Photocopies (Dec)

370@ 5p £ 18.50

Mileage (Dec)

20 Miles @ 40p £ 8.00

£ 701.50

Proposed by Cllr Gartland

Seconded by Cllr Astbury

and agreed.

* not included in previous payment

(iii) balances

Bank of Scotland

(Dec) £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 receipt, by letter dated 19 December, 2001 of the auditors management letter for the year ending 31 March, 2001 which had been circulated to Members. The points raised by the auditors were noted. Action: recommendations to be brought forward by the Clerk to the February meeting

(v) Budget. Proposals for the budget for 2002/2003 had been prepared by the Clerk together with estimates of forecast expenditure during the remainder of the current financial year and had been considered by the Chairman. The proposals sought

to maintain the budget at the current level of £10,760 but provided for increased amenity expenditure balanced by the deletion of further capital provision for the children's play area. Councillor Armitage recommended the budget should be increased by £350 to accommodate the provision of the public seat deferred from the millennium. Councillor Paterson suggested the possible provision of a skip and it was agreed that this could be funded from the contingency. Councillor Fisher advised that future budgets should include an appropriate sum for the maintenance of the website.

It was proposed by Councillor Armitage, seconded by Councillor Gartland and agreed that the council's budget for 2002/03 should be set at £11,110. It was proposed by Councillor Armitage, seconded by Councillor Gartland and agreed that a precept of a £10,300 should be requested.

9. Environment services:

(i) amenity cleansing. Amenity cleansing. Councillor Paterson referred to a quantity of rubbish on the verge of Guilden Sutton Lane. Action: Clerk to investigate.

(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.

(iv) Environmental health. A Member referred to an environmental health issue. Action: to be referred to City Councillor Boughton .

10. Trees and hedges.

(i) Trees, Heath Bank. The concerns previously expressed would be revisited with the District Maintenance Engineer.

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

11. Cheshire Association of Parish Councils.

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

(ii) Quality parish and town councils. Councillor Armitage reported. An appropriate response would be made to the consultation paper.

12. Chester City Council.

(i) Consultation. The Clerk reported the receipt, by letter dated 27 December, 2001 of the City Council's proposals for future consultation. Action: noted.

(ii) Charity ball. The Clerk reported a charity ball was to be held that the Town Hall on Saturday 23 February 2002 in aid of the Lord Mayor's Charity Fund. Action: noted.

(iii) Declarations of acceptance of office. The Clerk reported the receipt, by letter dated 21 December, 2001, of a suggested declaration of acceptance of office to be applied under the new code of conduct. Action: noted.

(iv) Gowy Local Panel. It was noted the next meeting of the panel would be held on Wednesday 30 January, 2002 at 6:00pm in the parish rooms at Ashton.

13. Cheshire County Council. There was nothing to report.

14. Cheshire Community Council.

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

(ii) Cheshire Rural Forum 30 January, 2002. Members wishing to attend would inform the Clerk.

15. CPRE. Correspondence was received and referred to Cllr Whitehouse.

16. Health. There was nothing to report.

17. Policing matters.

(i) The Clerk reported the receipt, by letter dated 14 December, 2001 of an invitation to respond to the Chester Community Safety Partnership crime and disorder audit 2000/2002. It was noted the Chairman had responded.

(ii) Chester Police Forum. It was noted a meeting of the Chester Police Forum was to be held on Monday

21 January 2002 at 7:00pm at Mickle Trafford primary school.
Action: noted.

(iii) Project Rural Matters. The Clerk referred to the forthcoming launch of this initiative which would involve a high visibility presence in the rural area designed to enhance community safety through positive action by the police and local communities. Action: noted.

18. Newsletter. It was agreed a further note requesting residents to inspect their boundary hedges and take appropriate action would be included in a future issue of the Newsletter.

19. Golden Jubilee 2002. A response was awaited to the proposal the route that the baton relay should pass through the parish.

20. Memorial Garden. Further inquiries would be made by Councillor Gartland and the Clerk as to the missing finger from the fingerpost sign. It was further agreed the wreaths should be removed by Councillor Gartland.

21. Bulb planting. Councillor Hughes suggested that long grass under trees on a verge on Guilden Sutton Lane should be strimmed to encourage the growth of daffodil bulbs. Action: Clerk to seek an estimate.

22. Web site. Cllr Fisher reported.

23. Primary school. Cllr Fisher indicated there was nothing further to report at this stage.

24. Village Hall. There was nothing to report.

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. Surgery. The complaint about the deposit of mud on roads in the parish by agricultural contractors had been discussed with the highway authority. Councillor Fisher and Councillor Paterson reported on the surgery held on Saturday 5 January, 2002.
Action: Clerk to produce a rota for the remainder of the year.

28. Media coverage of parish affairs. Councillor Armitage suggested that media coverage of affairs within the parish could be improved. This was agreed. A note would appear in the newsletter pointing out that information could be passed to the correspondent through the address on the Council's Web site.

29. IT equipment. Councillor Fisher referred to the conditions under which the Clerk was permitted to use IT equipment provided by the council for non council purposes. The Clerk indicated this applied to an electric typewriter, of which little use was now made, a laser printer and an external modem which was now out of use. It was further noted the equipment concerned was over three years in age and could justifiably be written off.

30 Chester Citizens Advice Bureau, rural advice service. Details of this service were received by letter dated 10 January, 2002.
Action: noted.

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

31. Enforcement action. A Member revisited an enforcement matter concerning the use of land. Action: Clerk to refer to enforcement team leader .