

## **GUILDEN SUTTON PARISH COUNCIL**

Minutes of the annual meeting of the Council held in Guilden Sutton Village Hall on Monday 13 May 2002.

Chairman: Councillor D Hughes.

Apologies: City Councillor B J Bailey.

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

In attendance: County Councillor J E Burke, City Councillor J R Boughton, the Reverend Dr Mark Hart.

1 Public speaking time.

There was no public speaking.

2 Procedural matters.

(i) Election of a Chairman of the Council for the ensuing year. Councillor Whitehouse indicated he would prefer not to take the opportunity to be Chairman in 2002/2003. It was proposed by Councillor Hughes, seconded by Councillor Paterson that Councillor Armitage should be elected Chairman. There being no further nominations, Councillor Armitage was elected unanimously. Councillor Armitage signed the declaration of acceptance of office and thanked Councillor Hughes for his chairmanship during 2001/2002.

The Chairman welcomed the Reverend Dr Mark Hart, Vicar of Guilden Sutton.

(ii) Minutes. The minutes of the ordinary meeting of the council held on Monday 15 April 2002 were proposed by Councillor Hughes, seconded by Councillor Astbury and agreed.

(iii) Election of a vice chairman of the Council for the ensuing year. Councillor Astbury indicated she would be happy to serve as vice chairman but would prefer not to take the opportunity to be Chairman in 2003/2004 should she be nominated. It was proposed by Councillor Hughes, seconded by Councillor Paterson

that Councillor Astbury should be elected vice chairman. There being no further nominations, Councillor Astbury was elected unanimously. Councillor Astbury signed the declaration of acceptance of office.

(iv) Election of representatives to outside bodies:

The following representatives were elected:

(a) Cheshire Association of Town and Parish Councils, Chester Area Meeting: Councillors Armitage, Fisher, Hughes.

(b) Cheshire Community Council Village Halls Forum: Councillor Paterson.

(c) CPRE: Councillor Whitehouse.

(d) Guilden Sutton Village Hall Management Committee: Councillor Paterson.

(e) Gowy panel: Councillors Arditti, Hughes.

(v) Appointment of office holders.

The appointment of the following office holders was agreed:

(a) Parish Paths Warden: S G Armstrong Esq.

(b) Parish Pond Warden: M P Gartland Esq.

(c) Parish Tree Warden: M P Gartland Esq.

(d) Local Bus User Contact: Councillor Astbury.

(vi) Vacancy. The Clerk reported the vacancy had been advertised on 9 May 2002. He reported the receipt, by letter dated 11 May 1002, of an expression of interest in co-option from Mr R J K Bayton.

3 Planning.

(i) New applications.

02/00509/FUL single storey rear extension 2 Guilden Sutton Lane CH3 7EY for Mrs Wilson. Further inquiries had been made by Councillor Hughes. It was agreed that no observations should be made.

(ii) Decision notices.

The Clerk indicated there were no decisions to report.

(iii) Current Matters.

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

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

00/00577/FUL, (amended) two storey extension at Heathfield, Guilden Sutton Lane for Mr. P. White.

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

00/01110/FUL, two storey rear extension and conservatory at Fieldway, Hare Lane for Mr R Bellamy. **Cllr Fisher.**

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

01/00133/FUL, two story 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. **Cllr Fisher.**

01/00551/FUL, use of roof space as habitable accommodation and insertion of new roof lights at The Paddock, Church Lane CH3 7EW.

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

01/00781/FUL, utility room extension at 8 Porters Croft for Mr

and Mrs D Provan.

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

01/00940/FUL, two storey extension and addition of pitched roof to garage at 9 Fox Cover, CH3 7HH for Mrs E Johnson.

01/01302/FUL replace flat roof with pitched at Highfield, Wicker Lane, CH3 7EL for Mr D Matthews. **Cllr Whitehouse.**

01/01376/FUL, (amended) alterations at 87 Oaklands, Guilden Sutton, CH3 7HG for J Richardson.

02/00136/FUL, Relocation and extension of existing 22.5 metre tower to extend the height to 30.0 metres, Dee Valley Water Reservoir, Guilden Sutton Lane for Orange PC Ltd and Hutchison 3G Limited. The decision notice was awaited.

02/00194/FUL alterations and extensions, Halfway, Hare Lane CH3 7ED for Mr S McEwan.

02/00243/FUL, kitchen extension, pitched roof and new front entrance canopy at 43 Oaklands for Mr M Davies.

(iv) General. There was nothing further to report.

4 Parish Car Park.

(i) improvements. The Clerk was contacting the City Council Parks and Open Spaces Manager as to costings and future maintenance of the planting which had been carried out. It was agreed the rose bed should be removed and grassed and that Gresty should be invited to carry out this work.

(ii) boundary. The Clerk referred to a complaint which had been received concerning the boundary with properties at 3 and 5 Old Hall Park which had also been raised at the annual parish meeting. It was agreed a site inspection would be carried out by Councillors Armitage and Hughes and that the residents concerned would be informed and invited to be present.

5 Leisure services.

(i) Playing field.

(a) provision for youth. It was noted the installation of the basketball net was in progress. Mr and Mrs Foreman had been informed prior to work commencing. Concern was expressed at damage to the surface of the field caused by the contractor's vehicles. Reinstatement would be sought at no cost to the council. The interest of the Rt Worshipful The Lord Mayor in attending any official opening of the facility was noted. The concerns of the grounds maintenance contractor as to mole activity were noted and the advice of the City Council Parks and Open Spaces Manager would be sought.

(ii) Play Area.

(a) safety inspections. The Clerk was to contact the appropriate officer within the City Council and progress the opportunity for members to attend a safety inspection.

(b) improvement scheme. The front boundary hedging had been removed and the new front boundary fencing and gate installed. The contractor would be asked to attend to the gate which did not fit easily and to an unsatisfactory area of concrete. The views of Mrs Proudlove and Mrs Mooney would be sought as to the removal of the play house roof. The need for repairs to the seat within the play area was noted. Councillor Hughes requested that on future occasions the contractor should access the play area through the barrier on Hill Top Road. Action: Contractor to be informed, arrangements to be sought for the opening of the barrier.

(c) graffiti. The City Council had been requested to remove graffiti from the play house.

(iii) Public Footpaths.

(a) Parish Footpaths Group. Councillor Hughes referred to the continuing closure of the footpath to the Gowy as a result of the construction of the gas pipeline. City Councillor J R Boughton indicated he understood the closure had been extended until the end of May. This would be raised by the Chairman at a forthcoming meeting of the County Council's Chester Area Committee and by the Clerk with the Public Rights of Way Unit. Councillor Hughes reported that celandine and wood anemones had been planted on the Green Lane .

(iv) Grounds maintenance - 2002 contract. A site meeting had been held with the contractor on Saturday 27 April, 2002. The additional hours to be funded for the lengthsman would be applied initially to Guilden Sutton Lane and the access from Hill Top Road to the primary school, play area and village hall. The operation of the requested time sheet system would be reviewed in one month.

(v) Landscaping, Fox Cover. The disturbance which had occurred to the landscaping of the verge adjoining the steps from Fox Cover to Church Lane was being referred to the City Council Parks and Open Spaces Manager.

#### 6 Public transport.

(i) Maintenance of rural TIP. Action was awaited by the County Transport Co-ordination Service to rectify the disappointing condition of the rural transport information point on the Village Hall car park. This would be pursued by the Chairman at a forthcoming meeting of the County Council's Chester Area Committee.

(ii) Promotional fares. The Clerk reported he had received no further response from Chester City Transport.

(iii) Timetable information. The Clerk reported that discussions were currently in progress between the Community Council and the County Council's Transport Co-ordination Service as to the possibility of introducing a standard design for local promotional leaflets which would enable costs to be reduced. The request for Guilden Sutton to be included had been noted.

#### 7 Highways.

(i) Major schemes:

(a) Chester Deeside Transport System. There was nothing further to report at this stage.

(b) Provision of cycle way. There was nothing further to report at this stage.

(ii) Local matters:

(a) Wicker Lane. County Councillor J E Burke and the District Maintenance Engineer had been thanked for their assistance in securing the resurfacing carried out to a substantial length of Wicker Lane.

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

(c) Request for crossing, Guilden Sutton Lane/Hoole Lane. A response was awaited from the Area Traffic and Transportation Engineer as to the council's support for this request. This would be pursued

(d) Cinder Lane. The District Maintenance Engineer was being informed of the poor condition of the fieldside footway.

(e) Parking on verges, Arrowcroft Road. A possible solution involving the use of plastic mesh to strengthen the verge had been discussed by Councillor Paterson with the District Maintenance Engineer. It was noted that damage to verges was under consideration by the local joint committee for highways and transportation.

(f) Footway, Guilden Sutton Lane. The response of the District Maintenance Engineer was awaited as to the concerns raised by Councillor Astbury.

(g) Hazard, Oaklands. The marked tripping hazard in the footway in the vicinity of 8 Oaklands had been referred to the District Maintenance Engineer.

(h) A 41, approach to Guilden Sutton Lane. The provision of red and white slow markings in the vicinity of the blind summit when approaching the Guilden Sutton Lane junction on the A 41 from Vicars Cross was being pursued with the Area Traffic and Transportation Engineer.

(i) Footway, rear of Orchard Croft. Concern was expressed at the growth of brambles from the adjoining boundary hedge. Action: Headteacher to be informed.

(iii) Strategic. (a) 2001/2002 Winter gritting routes. A response was awaited from the highway authority as to the omission of

Guilden Sutton Lane between the A41 and the A55.

(iv) Street lighting. There were no reported faults.

8 Finance

(i) Income

Bank of Scotland

Interest (April) £ 31.18

(ii) Payments

Cheshire Cty Playing Fields Assn

Subscription £ 15.00

Cornhill Insurance

Renewal £ 607.72

Co signs

2 no. signs Village Hall car park £ 101.05 (VAT £15.05)

S and H Services

Shelter cleaning £ 11.00

1st Guilden Sutton Scout Gp

donation re community project £ 200.00

Clerk

Photocopies (April)

393 at 5p £ 19.65

Mileage (April)



20 miles at 40p

£ 8.00

■ £ 27.65

Proposed by Councillor Armitage

Seconded by Councillor Astbury

and agreed.

(iii) Balances (April)

£19,536.03

(iv) External audit. The Chairman reported on a seminar held by the new external auditors on the lighter touch regime. Councillor Hughes suggested the name of a possible internal auditor. The Clerk reported the receipt of an approach from an independent firm offering to provide internal audit services. This was noted.

9 Environment services.

(i) Amenity cleansing. The possibility of providing a litter bin in the vicinity of the playing field was discussed. The need for the footway to the rear of Orchard Croft to be swept was noted. Action: Litter in the vicinity of the playing field to be monitored, City Council to be requested to sweep footway to the rear of Orchard Croft.

(ii) Dog fouling. There was nothing further to report.

(iii) Lengthsman. See minute 5 (iv) above.

10 Trees and hedges

(i) Trees, Heath Bank. The position had been discussed by the Clerk with the City Council Tree Officer. A report was to be prepared.

(ii) Sycamore, war memorial. The extent of the work which might be required had been discussed by the Clerk with the City Council Tree Officer. An application would be made for permission for work to be advised by the Tree Officer to be carried out.

(iii) Ash adjoining parish car park. This had been discussed by

the Clerk with the occupier concerned. No further action was required.

(iv) Trees adjoining Footpath No. 2. The Tree Officer had advised the issue was a matter for discussion between the respective occupiers.

11 Cheshire Association of Town and Parish Councils/NALC.

(i) Chester City Council - area committees. The Clerk reported the receipt, by letter dated 18 April 2002, of the decision reached by the Chester Area Meeting. Action: noted.

12 Chester City Council

(i) Standards/code of conduct. There was nothing further to report at this stage.

(ii) Area committees. See minute 11 above.

13 Cheshire County Council

There were no action items to report

14 Cheshire Community Council.

(i) Village Design Statement project. No information had been forthcoming in respect of the workshop with observer villages due to have been arranged in April.

15 CPRE. Correspondence was referred to Councillor Whitehouse.

16 Health. There were no action items to report.

17 Policing. There were no action items to report.

18 Newsletter. A further note requesting residents to inspect their boundary hedges and take appropriate action would be included in a future issue of the newsletter together with information prepared by Councillor Fisher on the website.

19 HM The Queen Golden Jubilee. (i) Visit to Cheshire. The Clerk reported the receipt of an invitation, by letter dated 28 March

2002, from the Lord Lieutenant for the council to nominate a representative to attend HM The Queen's Golden Jubilee visit to Cheshire to take place on 24 July 2002. It was agreed that Councillor Fisher should be nominated. The interest of Councillor Paterson in attending any future similar events to represent the council was noted. (ii) Summerfield House. Councillor Arditti reported a Jubilee event was to be held at Summerfield House on Sunday 2 June 2002.

20 Memorial Garden. The Clerk reported the assistance of a member of the public had led to the finger being retrieved by the Chairman. Advice would be sought from Deva Forge as to its reinstatement.

21 Bulb planting. An estimate had been provided by Gresty for the supply of daffodils for mass planting. It was agreed this would be accepted.

22 Information communication technology. Councillor Fisher reported further on the council's website.

23 Primary school. Councillor Fisher reported on a recent Ofsted inspection, the outcome of which was awaited.

24 Village Hall car park. There was nothing further to report at this stage.

25 Surgery. Councillor Hughes reported no visitors had been received at the surgery held on Saturday 4 May 2002. Councillor Paterson would attend the June surgery to take place on Saturday 1 June 2002.

26 Induction of the Reverend Mark Hart. Councillor Hughes had attended the induction of the Reverend Mark Hart in St Peter's, Plemstall on Tuesday 16 April, 2002 in succession to the Rev Canon J A Malbon.

27 Matters arising from the Annual Parish Meeting.

(i) road markings, parish playing field. The indication from County Councillor J E Burke that subject to the agreement of the local joint committee for highways and transportation, road markings were to be provided at the approach to the parish playing field on Guilden Sutton Lane at a cost of £1,000 was welcomed.

(ii) steps, Fox Cover - church Lane. A request for these steps to be swept was noted.

(iii) parking of cars. The complaint concerning the parking of cars on the footway and in the carriageway facing the wrong direction would be referred to PC Tack.

28 Members information items.

(i) amenity. Councillor Fisher referred to recent verge cutting. Councillor Whitehouse reported that gutters have been sprayed and swept.

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

29 Enforcement.

(a) A response was awaited as to the enforcement matter concerning the use of land adjoining a private property.

(b) The Clerk reported further as to a complaint concerning the disposal of waste on land in the parish.

(c) Policing matter. A member referred to the parking of a vehicle which was obstructing visibility. Action: refer to PC Tack.