

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 28 July, 2003 in Guilden Sutton Village Hall.

Chairman: Councillor D Fisher.

Present: Councillors Armitage, Astbury, Bayton, Fisher, Hughes, Paterson, Proudlove, Young.

Public speaking time: There was no public speaking.

1 Apologies. City Councillor J R Boughton

2 Procedural matters.

(i) The Chairman and Members of the Council welcomed Councillor Mrs Gail Young following her co-option. The Clerk confirmed that Councillor Young had signed the declaration of acceptance of office, the declaration of acceptance of the code of conduct and had completed a register of interests.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 23 June, 2003. The minutes of the ordinary meeting of the Council held on Monday 23 June, 2003 were proposed by Councillor Astbury, seconded by Councillor Paterson and agreed as a correct record.

(iii) Representatives. It was agreed the Council would consider at its September meeting the list of representatives, revision of which had been partly held in abeyance pending the filling of vacancies on the Council. A note would be circulated by the Clerk. Action: Clerk to circulate.

Planning:

(i) New applications:

03/00923/FUL first floor extension at Mossfield, Belle Vue Lane, CH3 7EJ for Mr J Dandy. The Clerk reported he had been advised by the case officer that the amended application did not include the side extension in the original proposal. On this basis, no observations would be made. Action: no observations

03/00961/FUL conservatory at 15 Oaklands CH3 7HE for Mr and Mrs Rose. Councillor Paterson reported. Action: no observations.

(ii) Decision notices:

03/00923/FUL first floor extension at Mossfield, Belle Vue Lane, CH3 7EJ for Mr J Dandy.

03/00961/FUL conservatory at 15 Oaklands CH3 7HE for Mr and Mrs Rose.

(iii) General. (a) Consultations. Councillor Hughes emphasised the importance of thorough consultations on planning applications within the parish. Action: noted. (b) List of planning applications. It was confirmed that the listing of planning applications upon which recommendations had been agreed by the Council in the Agenda and Minutes would cease and that the Clerk would produce an annual update of current applications indicating where possible the lead Member and the date by which development should commence. Action: Clerk to progress.

(iv) Visit to planning authority. Councillors Paterson and Bayton reported on their visit to the local planning authority which they described as very informative. Action: Development Control Manager to be thanked.

(iv) Strategic planning: Cheshire County Structure Plan. The Clerk reported the receipt, by letter dated 25 June 2003 from the County Planning Officer of advice that a supplementary round of consultations would commence on 2 July, 2003 and run to 22 July 2003 on the same issues as had previously been raised. Action: noted

4 Parish car park. It was not known if the grounds maintenance contractor had carried out a repeat treatment of the banking adjoining the rear boundary fence as had been previously agreed to retard the growth of ivy. Action: inspection to be made by Councillor Hughes, matter to be raised with the grounds maintenance contractor by Councillor Hughes.

5 Leisure Services. (i) Playing Field (a) mole infestation. With respect to the indication by the grounds maintenance contractor that the playing field was suffering from a mole infestation and required urgent treatment, it was proposed by Councillor Armitage, seconded by Councillor Astbury and agreed that Councillor Hughes should give the contractor authority to proceed up to a maximum limit of £150. (ii) Play Area (a) improvement scheme. Councillor Proudlove reported the receipt of an estimate for a replacement slide and indicated the Toddler Group would be willing to assist with further fund raising. She

suggested a play area group should be established to lead on play area matters, including the possibility of developing a bid for Lottery funding. Action: principle of play area group agreed, Clerk to refer estimates for replacement slide to the Council's insurers and to seek advice as to the contribution which might be expected. (b) damage to slide. see previous minute (c) CCTV. The Clerk was awaiting a response from the City Council CCTV Manager as to the availability of signs. Councillor Proudlove referred to the fact that young people were now aware of the presence of the CCTV cameras. Councillor Hughes indicated the school was willing to have CCTV signs. (d) play area safety inspection report. Councillor Proudlove reported on the annual safety inspection. It was noted that work was required to deal with a finger trap at the entrance gate which would be progressed with Play and Leisure and for the boundary hedge to be trimmed back from the see-saw. Signage was also required. (e) weekly inspection rota. The Clerk circulated a new rota for weekly play area inspections, to include the playing field, together with report forms which it was agreed would be completed and filed. Action: Clerk to approach Chester City Council and RoSPA as to the provision of formal inspections on a regular basis (f) Disability Discrimination Act. It was noted from information kindly forwarded by former Councillor Andrew Arditti that Part III of this Act relating to rights of access would come into effect on 1 October 2004. (g) antisocial behaviour. Councillor Hughes reported the receipt of a complaint of youths congregating in the play area during the late evening. He emphasised the importance of complainants contacting the police immediately should there be disturbance from noise in a public place. (iii) Public Footpaths, Rights of Way Improvement Plan. Documentation and maps provided by the County Public Rights of Way Unit had been forwarded to Councillor Hughes for action by the Parish Paths Warden. (iv) Grounds Maintenance: meeting with contractor. A meeting had been sought for Saturday 2 August 2003. Action: Councillor Hughes. The grounds maintenance specification would be circulated by the Clerk. Action: The Clerk. (v) Public Seats. There was nothing further to report at this stage. (vi) Landscaping, Fox Cover. City Councillor J R Boughton would be informed of the Council's continuing disappointment with the standard of this landscaping. Action: Clerk to advise City Councillor Boughton.

6 Public transport. (i) Provision of seats in shelters. The Clerk was arranging a site meeting with a prospective contractor and the local bus user contact. Gresty would also be requested to tender when a specification was available. Further inquiries were also being made by Councillor Proudlove. (ii) Parish Transport

Grant. Councillor Armitage reported on the current position with respect to Parish Transport Grant. Councillor Fisher indicated there was now a link from the village website to public transport information on the Cheshire County Council website. This was welcomed by Councillor Hughes and would be included in the newsletter. (iii) Proposed subsidised bus service reductions. The Clerk reported on the latest position with respect to the proposed withdrawal of the service 39 from Guilden Sutton to Christleton County High School. His understanding was that this service would now continue until December to enable an alternative parent funded scheme to be developed. Action: noted.

7 Highways: (i) Major schemes. (a) cycleway. There was nothing further to report at this stage. (ii) local matters: (a) Direction signs to Village Hall. The Clerk reported he had been informed by the highway authority the signing scheme would be affixed by the end of the week. (b) local safety scheme, junction A41/Guilden Sutton Lane. The Clerk had ascertained the signing scheme had been delayed due to proposals for modifications to the kerb line at the junction to assist left turning traffic. The Council's concern at the delay to the completion of the scheme would be referred to County Councillor J E Burke. (c) Request for pedestrian crossing Hoole Lane/Guilden Sutton Lane. There was nothing further to report at this stage. (d) road markings, approach to parish playing field. The highway authority had indicated the former 'slow' marking would be reinstated (e) Station Lane 'slow' markings. The Clerk reported that two of the three 'slow' markings had been reinstated. The highway authority had been informed of the outstanding work required to the third. (f) speed of traffic Wicker Lane. The Clerk reported the receipt, via the village website, of an inquiry from a resident expressing concern at the speed of traffic on Wicker Lane. A reply had been sent indicating the Council's position. A request would be made for the speed limit on the road to be considered by the speed review panel in view of the proposed closure of the A51 for major maintenance. (g) parking, Guilden Sutton Lane. Councillor Astbury indicated the position had improved. (h) review of minor highway improvement list. The Clerk reported that action to rescind the schemes had now been approved by the County Council. The list would, however, serve to inform future local transport programmes. (i) equestrian warning signs. A detailed proposal had been prepared by Councillor Proudlove and forwarded to the highway authority. It was thought there were approaching 50 horses and ponies in the parish and more than 30 riders. Particular hazards had been identified on Belle Vue Lane, Wicker Lane and Porters Hill. It was hoped a signing scheme would be approved. Councillor Proudlove was thanked

for her extremely helpful proposal. (j) Traffic calming, Oaklands. In response to a question from Cllr Paterson, the Clerk indicated that a total of 87 requests for environmental traffic calming schemes had been assessed throughout Chester district. The possibility of a scheme on Oaklands had attracted an extremely low score and it was highly unlikely to be carried out. (k) village gateways. In view of increased rat running through the parish, Councillor Paterson referred to the possibility of village gateways being provided. Action: Refer to County Councillor J E Burke. Councillor Hughes indicated that parishes could contribute to the cost of local traffic calming measures. (iii) strategic: There was nothing to report. (iv) Lighting. Faults would be reported affecting lights at the rear of the village hall and on the steps to Cinder Lane.

8 Finance:

(i) Income:

Bank of Scotland: Interest (June)	£	15.47
VAT repayment 1.4.01 – 31.3.03	£	3,540.59
(ii) Payments		
Allianz Cornhill Additional risk 03/04	£	102.25
CCTV	£	<u>68.68</u>

£ 170.93

Devaprint

Outstanding payment June 02 £ 40.00

S & H Services

Shelter cleaning £ 11.00

Chester City Council

half year rates £ 283.00

Mrs R Mort

playing field rent 1.7.03 - 30.9.03 £ 137.50

D Tubman Esq

internal audit £ 50.00

Clerk:

Salary 1.4.03 – 30.6.03 £ 700.00

Proposed by Councillor Hughes

Seconded by Councillor Astbury and agreed

(iii) Balances:

(June) £15,877.40

(iv) Audit matters. The Clerk reported the receipt of a satisfactory report from the internal auditor. Action: noted. Councillor Hughes suggested the internal auditor should perhaps report directly to the Council and this was agreed. Action: The Clerk to approach the internal auditor on this basis in respect of internal audits in future years.

9 Environment services: (i) amenity cleansing. Concern was expressed at the amount of weed growth in gutters. Action: City Council services manager to be informed. (ii) dog fouling. The Clerk reported the receipt of advice from the Dog Warden as to the request for additional bins on Guilden Sutton Lane. The Dog Warden had indicated that the provision of an additional bin in the vicinity of the speed derestriction sign approaching the A41 would be acceptable but had advised against the provision of a bin outside the hairdressers due to its proximity to the bus stop. This was accepted. (iii) litter bins. There was nothing further to report at this stage. (iv) lengthsman. There was nothing further to report at this stage.

10 Trees and hedges: (i) site meeting, Heath Bank. The requested site meeting at Heath Bank was being progressed with the district maintenance engineer by the Clerk. (ii) felling 1no Beech, The Vicarage. The Clerk reported the receipt of advice from City Councillor J R Boughton, dated 19 July 2003 of the City Council's agreement to the felling of a beech tree at the vicarage which was in poor structural condition. Action: Confirmation to be sought that a replacement tree would be planted. (ii) Hedge, Cinder Lane. Councillor Armitage reported the fieldside footway on Cinder Lane was obstructed by growth from the two adjoining hedges. Action: Refer to district maintenance engineer. (iii) tree, Summerfield House. Cllr Hughes reported that CCTV surveillance of the play area was being partly obstructed by a tree in the grounds of Summerfield House. Action: Anchor Housing to be requested to carry out appropriate pruning. (iv) hedge, rear of Village Hall. Cllr Hughes referred to action which had previously been taken by the City Council to reduce the height of this hedge to improve security around the play area. He believed the hedge was in need of further trimming. Action: City Council to be requested to trim the hedge. (v) Hedge, Guilden Sutton Lane. Councillor Astbury referred to the condition of a roadside hedge which was obstructing the view of oncoming traffic for passengers alighting at a bus hardstanding. Action: refer to County Transport Co-ordination Service.

11 Cheshire Association of Parish Councils/NALC: (i) Chester Area Meeting Wednesday 25 June, 2003. Councillor

Armitage reported. The meeting had been attended by the Chief Officer of the Cheshire Association of Town and Parish Councils. (ii) Basic Induction Session 30 July 2003. Cllr Bayton would attend. (iii) motions for annual meeting. It was agreed that any proposed motions would be forwarded to the Clerk by 4 August 2003.

12 Chester City Council: (a) comprehensive performance assessment. The Chairman's response to the Audit Commission in connection with a questionnaire relating to a comprehensive performance assessment of the City Council was noted. (b) Goway North Area Committee/grants. It was agreed an application should be made for Area Committee funding towards the replacement of the play house and the multi-purpose item.

13 Cheshire County Council: (a) Draft equestrian strategy consultation. This was being completed by Councillor Proudlove.

14 Cheshire Community Council. There were no action items to report.

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing. There were no action items to report.

18 Newsletter. The Clerk was intending to produce a newsletter during August following the completion of the internal audit. Members suggested items for inclusion in future issues.

19 Memorial garden. There was nothing to report or the stage.

20 Bulb planting. It was agreed the supply of bulbs should again be organised through Gresty. Members discussed measures which may assist the protection of the planting during early season grass cutting.

21 Parish ICT. There was nothing further to report at this stage.

22 Primary School. Councillor Fisher reported that under new constitutional arrangements for the governing body, the Council would continue to have a representative governor.

23 Members' information items.

Provision for Youth. It was noted the Vicar was keen to be involved in the provision of improved facilities for youths. There had been a favourable feedback as to the improvements on the

playing field but a request had been made for the provision of further facilities including provision for skateboarding. Reference was also made to the possibility of a youth centre and to the availability of a youth worker. Action: To be considered at a future meeting. The Clerk to contact former Councillor Andrew Arditti as to the outcome of a survey of the needs of young people in the parish.

Fireworks. The Chairman indicated he had been contacted following a firework display at what was believed to have been a private party in the village in early July. This had resulted in damage to the roof of a public building and the Council had been requested to use its good offices. Councillor Armitage indicated the issue of firework displays had been raised at a previous annual meeting of the Cheshire Association of Town and Parish Councils and was being investigated by a Government committee of which Mrs Christine Russell MP was chairman. It was agreed a letter should be sent to Mrs Russell and that a note would appear in the newsletter encouraging residents to be considerate.

E-mail. Members discussed the circulation of Council documents by e-mail. Councillors Bayton, Fisher, Hughes and Paterson indicated they would be happy to receive agendas by e-mail.

Christmas lights. Councillor Hughes indicated the Council had powers to provide Christmas lighting.

Heritage display. It was noted a City Council Heritage display was to visit the village in September.

Garden refuse collection. A Member expressed the view that the fortnightly collection service for garden waste was inadequate during the summer months in view of the amount of waste generated by many occupiers in the parish. It was also argued that the season should be extended. Action: Comments to be sought from the City Council.

24 Information correspondence:

The Standards Board for England, revised guidance.

ODPM consultation on indemnities (response by 6 October 2003)

defra: Rural services standard 2003

CATPCs: Cheshire County Training Partnership programme 2003 - 2004

Newsletter No. 91 July 2003

Local Council Review July 2003

Chester City Council: New cultural strategy.

Changes to National Lottery funding and licensing

The Key summer 2003

Cheshire County Council:

Cheshire Signpost Summer 2003

Summer drink driving campaign

Cheshire County Structure Plan Review, supplementary consultation period (to 22 July, 2003.)

Funding for Communities Conference

The Environmental Planning Service

Elected regional assemblies and local government reviews (response by 8 September 2003.) Cllr Armitage suggested that any review of local government following the introduction of an elected regional assembly could offer the opportunity for parish councils to take on more duties.

Cheshire County Playing Fields Association:

Application for membership

The Playing Field Summer 2003.

CPRE: Rural Matters July 2003, Planning Update July 2003

Policing: lost/found property survey, Chester Police Forum 14 July 2003

Voluntary Voice Summer 2003

Volunteer Voice Summer 2003

Clerks and Councils Direct July 2003

Matters to be considered in the absence of the press and public

25 Enforcement. Change of use. A Member referred to a change of use which was taking place at retail premises within the parish for which no planning application had been received. Concern was expressed at the likely opening hours and the

attraction of customers from outside the village who would be likely to park on the Village Hall car-park. The Clerk, who had sought informal guidance from the planning authority, said the view was being taken that the change was de minimus and would not require planning permission. It was agreed that Members would wish have a formal response in order to satisfy any inquiries from residents. Action: Clerk to seek a formal response from the planning authority.