

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 8 March, 2004 in Guilden Sutton Village Hall.

Chairman: Councillor D Fisher.

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

In attendance: City Councillor J R Boughton.

Public Speaking Time

There was no public speaking.

1 Apologies. County Councillor J E Burke, City Councillor B J Bailey, PC R Boulton.

2 Procedural matters.

(i) Declarations of interest. There were no declarations of interest.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 9 February, 2004. It was proposed by Councillor Armitage, seconded by Councillor Paterson and agreed, Councillor Hughes dissenting, that the minutes should be approved as a correct record.

(iii) Action list. The following action list as at 8 March 2004 was circulated:

Playing field: grounds maintenance contractor requested to attend to protruding bolts on basketball equipment.

Play area: Phase one order passed to contractor, detailed estimates awaited. Lottery bid completed as far as possible; forms obtained for further application for grant from City Council Area Committee; contractor requested to inspect damage to small slide; draft CCTV notice prepared; inspection rota amended.

Footpath 7: committee report copied to Councillor Hughes/Parish Paths Warden; City Council Tree Officer requested to report.

DEFRA consultation: response passed to Mrs C M Russell MP to be forwarded to the Minister.

Public transport: revisions to propose reductions to be considered by Cheshire County Council; Parish Transport Grant information obtained from

Cheshire Community Council.

Highways: results of speed trailer survey reported to police and highway authority, future dates requested for availability of speed trailer, action taken by PC Boulton; request made to highway authority for 50 mph speed limit on A41.

Accesses, Belle Vue Lane: scavenge requested from City Council.

Local Government Review: Mrs C M Russell MP asked to press appropriate minister to ensure participation of parish council representatives with full voting rights on any local arrangements introduced by new unitary authorities. Also referred to Chief Officer, Cheshire Association of Town and Parish Councils.

Councillor Hughes suggested the action list might be prepared on an exception basis.

(iv) RoSPA Training Day 17 January 2004. The Chairman presented RoSPA Certificates of Training in Playground Inspection and Maintenance to Councillor Armitage and Councillor Paterson. Councillor Armitage and Councillor Paterson were congratulated by the Council.

3 Planning: (i) new applications:

04/00045/FUL replace existing flat roof over garage and study at front of house with a pitched roof over garage and sloping roof over study at 2 Orchard Croft CH3 7SL for Mr B Clayton. Following a report by Councillor Young and Councillor Paterson, it was agreed that no objection would be raised. **Action: Clerk to raise no objection.**

04/00268/FUL side and rear extension at 69 Oaklands CH3 7HG for Mr. Hawkin. **Further inquiries would be made by Councillor Armitage and Councillor Bayton.** It was noted there might be an issue with respect to off street parking for the extended dwelling.

(ii) decision notices:

03/02203/FUL two storey extension at 42 School Lane CH3 7ET for Mrs Oldham. Planning permission.

(iii) Planning appeal: 03/01546/OUT two storey dwelling in part of garden at Newhall Rise, School Lane, CH3 7EU for Mr and Mrs J Cox. The Clerk reported notification of this appeal by notice dated 12 February 2004 from the City Council. It was noted that comments were required by 24 March 2004. He further reported the receipt of copy correspondence from City Councillor J R Boughton dated 16 February 2004 to residents of Station

Lane, The Hall, The Stables and School Lane and 4 March 2004 to the Planning Inspectorate. Councillor Boughton reported. Councillor Armitage believed the Council should reconsult adjoining occupiers as to the alleged use by the appellant of the vehicular access to the site. **Further inquiries would be made by Councillors Fisher and Young.**

(iv) General:

(a) Enforcement. The Clerk reported that with respect to a property which it was believed was being used for business purposes and to which deliveries were being made, the enforcement officer had advised that due to the de minimus level of the activity, no action was required. Any obstruction of the highway by delivery vehicles was a matter for the Police. With respect to alterations which had been made to a dwelling house, the enforcement officer had advised that an application had been requested for the erection of a conservatory which had taken place.

(b) Article 4. The Council revisited its understanding that the Oaklands Estate was the subject of an Article 4 Direction and planning applications were required for all proposals as permitted development rights had been withdrawn. The Clerk reported this view had not been supported in recent correspondence with the enforcement officer. **Further inquiries would kindly be made by City Councillor J R Boughton.**

(c) Consultation on planning applications, sight of plans. It was agreed that where it was not possible for the full Council to have a sight of the plans prior to the Council's response being determined, the plans should be seen by the Chairman and Vice Chairman.

(d) 03/00183/FUL (amended) rear single storey extension at 6 School Lane CH3 7ET for Mrs S Button. Refusal of planning permission. Councillor Hughes revisited this application where a proposal had been constructed following the refusal of permission for an amended application in 2003. The Clerk reported he had been unable to locate any further correspondence subsequent to the refusal and would visit the planning office to make further inquiries. **Action: Clerk to visit local planning authority**

(v) Strategic planning. The Clerk reported he understood that consultations would be carried out during the Spring on proposed alterations to the structure plan and further modifications to the draft plan for Chester district.

4 Parish car park. There was nothing further to report at this stage.

5 Leisure Services.

(i) Playing field (a) repairs to surface. It was not known if the intended

repairs to the playing surface had been carried out by the grounds maintenance contractor. (b) provision of litter bin. Prices were awaited by Councillor Paterson. **Action: Councillor Paterson.**

(ii) Play area. (a) improvement scheme. The Chairman, Vice Chairman and Clerk would meet on 16 March, 2004 to progress the application for Lottery funding and consider the basis of the further application to the Gowy North Area Committee for grant. (b) CCTV. Councillor Proudlove kindly agreed to approach the installation contractor as to the availability of suitable signs. **Action: Councillor Proudlove.** (c) annual inspection, Chester City council. The Clerk was confirming with the City Council that annual inspections in 2004 and subsequent years would be arranged by the City Council at no charge. **Action: The Clerk** (d) amended rota. The Clerk circulated the amended rota set out beneath which allowed monthly certificated inspections by Councillor Armitage or Councillor Paterson:

Mar 14 JP 18 RJB	Mar 21 GY	Mar 28 DN	Apr 4 RMA	Apr 11 PA	Apr 18 RJB
Apr 25 DF 30 DN	May 2 PMP	May 9 DH	May 16 JP	May 23 GY	May 30 DN
Jun 6 RMA 11 DH	Jun 13 PA	Jun 20 RJB	Jun 27 DF	Jul 4 PMP	Jul 11 DH
Jul 18 JP 22 RJB	Jul 25 GY	Aug 1 RMA	Aug 8 DN	Aug 15 PA	Aug 22 RJB
Aug 29 DF 3 RMA	Sept 5 PMP	Sept 12 DH	Sept 19 JP	Sept 26 GY	Oct 3 RMA
Oct 10 DN 14 DH	Oct 17 PA	Oct 24 BJB	Oct 31 DF	Nov 7 PMP	Nov 14 DH
Nov 21 JP 26 RJB	Nov 28 GY	Dec 5 RMA	Dec 12 DN	Dec 19 PA	Dec 26 RJB
Jan 1 PMP	Jan 8 DF	Jan 15 DH.			

A check list to assist other Members would be prepared by Councillor Armitage and Councillor Paterson. **Action: Councillor Armitage, Councillor Paterson.**

(iii) Public Rights of Way. (a) Rights of Way Improvement Plan, further correspondence per Public Rights of Way Unit. The Clerk reported the receipt of this correspondence, by letter dated 2 March 2004. **Action: Clerk to refer to Parish Paths Warden.** (b) status of Footpath No. 7. Councillors Fisher, Hughes, Armitage and Bayton together with the Clerk had attended a public meeting held in Mickle Trafford Village Hall on 1 March 2004. The Clerk reported the receipt of copy correspondence from City Councillor J R Boughton dated 4 March 2004 and reported on a site visit to be made by the Rights of Way Committee on Friday 12 March 2004. A survey of trees on the path had been made by Councillors Armitage, Hughes and Bayton and would be referred to the City Council

Tree Officer who would be asked to consider the possibility of tree preservation orders for most of the significant trees within the Green Lane. **Action: The Clerk.** It was noted there were many more trees in the boundaries of the lane. The Clerk would make further inquiries as to the possibility of seeking an affidavit from Mr A Willis. **Action: The Clerk.** Councillor Armitage had written to Mrs Christine Russell MP suggesting that orders with respect to byways open to all traffic should not be progressed. If this approach was unsuccessful, he believed the Council should press for a traffic regulation order to be considered at the same public inquiry as the order with respect to the proposed byway open to all traffic. (c) fencing, the hollows. The Clerk was to raise the matter with the Parish Paths Warden. **Action: The Clerk.**

(iv) Grounds maintenance. The Clerk would obtain an estimate from Gresty and would endeavour to seek further estimates from other contractors. It was agreed a decision on the contract for the 2004 season would be delegated to the Chairman and Vice Chairman if required on the grounds of urgency. The following specification would be issued:

Grounds maintenance 2004.

(i) playing field, Guiden Sutton Lane.

(a) grass cutting throughout the season to appropriate height to allow informal use.

(b) cut growth on roadside verge and in roadside ditch as necessary during season.

(c) one no annual cut to roadside hedge (two sides and top) and to field rear hedge (front face and top only).

(d) one no annual clearance to roadside ditch.

(ii) play area off Hill Top Road.

(a) cutting of boundary hedging as necessary sufficient to allow safe use of adjoining play equipment.

(b) control of weeds in boundary hedging using approved herbicide.

(c) removal of litter from safety surfacing and border.

(iii) parish car park, Church Lane.

(a) cutting of grass throughout the season sufficient to maintain a tidy appearance.

(b) maintenance of boundary planting to car park and control of weeds using approved herbicide.

(iv) lengthsman duties.

(a) weekly scavenging of the following areas, two hours per week (104 hours):

playing field (Guilden Sutton Lane), dell amenity area (Oaklands), childrens play area, Fox Cover amenity area, parish car park (to include sweeping where necessary), Village Hall car park (to include sweeping where necessary), surrounds to Village Hall.

(b) additional amenity cleansing as requested (envisaged maximum 96 hours.)

Please quote an hourly rate.

(v) Public seats. There was nothing further to report to the stage.

(vi) Landscaping, Fox Cover. Planting had been carried out by Members. Councillor Paterson suggested a note should appear in the newsletter encouraging private occupiers to care for any planting including grassed areas close to their properties. **Action: The Clerk.**

(vii) Provision for youth. Councillor Paterson reported she was in contact with the youth service and was endeavouring to agree possible dates for an initial meeting to discuss with young people within the parish the provision which might be appropriate. **Action: Councillor Paterson.**

6 Public transport.

(i) provision of seats in shelters. A site meeting had been held with the contractor by Councillor Paterson and the Clerk. Action: Estimate to be sought by 22 March 2004. **Action: The Clerk** . (ii) Proposed subsidised bus service reductions. Objections had been raised to the withdrawal of services serving Guilden Sutton and the rural area in general. (iii) advice re Parish Transport Grant. A preliminary discussion with the Cheshire Community Council had indicated that it had been found helpful elsewhere to pursue an application for Parish Transport Grant as part of the Parish Plan process. Further information was being sought by the Clerk.

7 Highways:

(i) Major schemes: (a) cycle way - Chester Cycle Working Party 10 March 2004. The Clerk was to attend this meeting.

(ii) local matters:

(a) Equestrian warning signs. Councillor Proudlove said she was disappointed to report there would be a delay in the provision of the signs which were now expected to be erected in mid May. (b) Speed trailer. The Police and the highway authority were being informed of the results of the survey carried out in January. Inquiries were being made as to the future availability of the trailer. Councillor Armitage had spoken to the acting head teacher at the primary school. (c) Guiden Sutton Lane. The highway authority would be thanked for the signing carried out at the approach to School Lane and for the modifications to the local safety scheme. (d) Wicker Lane. Councillor Fisher referred to a road traffic accident which had occurred in the vicinity of the junction with Church Lane. **Action: Possibility of slow markings being provided to be raised with the highway authority.** (e) Maintenance, A51. A letter would be sent to the County Engineer seeking details of the arrangements should this scheme proceed in summer 2004. (f) speed limit, A 41. A request had been made to the highway authority for an extension of the 50 mph limit at present in place on adjoining lengths of the A41 to include the junction with Guiden Sutton Lane.

(iii) Street lighting. A fault affecting a light at the rear of the Village Hall would be reported.

8 Finance

(i) Income

(Feb)	£	14.54
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(ii) payments

Chester Standard Newsletter distribution	£	19.39 (includes £2.89 VAT)
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Devaprint Newsletter printing	£	45.00
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Cheshire Community Council membership 2004/05	£	27.50
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The Clerk postage	£	18.50
mileage 8 @ 40p	£	3.20

proposed by Councillor Hughes
seconded by Councillor Paterson

and agreed

(iii) Balances £14,398.60

(iv) Banking arrangements. The Clerk reported on inquiries he had made regarding current accounts offering higher rates of interest. It was agreed these should be progressed.

9 Environment services: (i) Amenity cleansing: (a) Accesses, Belle Vue Lane. A scavenge had been requested by the City Council. Councillor Bayton referred to the condition of the planters at Summerfield Road. As the ownership of these planters was unclear, the Clerk would consult the adoption map. **Action: Clerk to consult adoption map.** (ii) Dog fouling. There was nothing further to report at this stage. (iii) Litter bins. There was nothing further to report at this stage. (iv) lengthsman. A scavenge would be requested of Guiden Sutton Lane from the A41.

10 Trees and hedges. There was nothing further to report at this stage.

11 Cheshire Association of Parish Council's/NALC. It was noted a meeting of the Chester Area Meeting will be held on Wednesday 7 April, 2004.

12 Chester City Council. (a) Gowy North Area Committee. It was noted a meeting of the Gowy North Area Committee would be held on 11 March, 2004.

13 Cheshire County Council There were no action items to report.

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

15 CPRE. It was noted the annual general meeting of the Chester District would be held on 29 March 2004.

16 Health There were no action items to report.

17 Policing: (a) crime prevention presentation. Councillor Paterson reported that officers were willing to offer a crime prevention presentation at a suitable event.

18 Newsletter. Councillor Hughes referred to what he believed to be the bland presentation of an item in the newsletter. He was disappointed that not all the changes he had requested had been included. It was noted the content of the issue concerned had been seen by the Chairman and other Members believed the material to have been appropriate. **Action: agenda item on the presentation of material in the newsletter to appear on the April agenda.**

19 Memorial garden (a) Fingerpost. An estimate was being sought by the Clerk for the refixing of the fingerpost. (b) Hedging. Councillor Armitage reported that additional hedging had been planted.

20 Bulb planting. (a) Site meeting 27 February 2004. Councillor Fisher reported. Agreement had been reached with the highway authority as to the extent of grass cutting which would be carried out by the contractor. It had been further agreed that additional planting would be carried out by the parish council to fill any gaps in the existing planting. **A plan of the existing planting would be prepared by Councillors Fisher and Bayton.**

21 Parish ICT. Councillor Fisher reported that information relating to the Footpaths Group was now included on the parish website. Discussions were in progress with the County Council as to the County Council hosting the site at no cost to the parish council. This had been facilitated by the Clerk.

22 Primary School. Councillor Fisher reported.

23 Parish noticeboards. Further efforts would be made by Councillor Hughes to seek an estimate for the repair of the Guiden Sutton Lane noticeboard. **Action: Councillor Hughes.**

24 Dates of future meetings. It was agreed the date for the annual parish meeting and the annual meeting of the parish council should be brought forward to Monday 10 May 2004. Further dates in 2005 were agreed as Mondays 11 April, 16 May, 20 June and 25 July.

25 Members information items.

Post Office. Councillor Proudlove reported on a change of ownership of the Post Office.

26 Information Correspondence

Cheshire Association of Town and Parish councils/NALC (a) Royal Garden Party 6 July, 2004, nomination (b) Quality Parish Council conference Monday 29 March 2004 Byley Village Hall, 6:30pm - 9:30 pm (c) Vital Villages update Autumn 2003 (d) Local Council Review March 2004 .

Chester City Council: (a) Leader+ Newsletter No. 4.

Cheshire County Council: (a) Archives and Local Studies Newsletter Autumn 2003 (b) Appointment of Partnership Officer (c) Parish and town council bus shelter scheme.

Cheshire Community Council: (a) Cheshire Cauldron Spring 2004 (b) Local Heritage Initiative (c) A New Historical Atlas of Cheshire (d) Cheshire Local Authority Support Programme Newsletter No. 4 .

CPRE: (a) Government transport planning (b) Houses and Gardens 2004 (c) Countryside Voice Spring 2004

The Recycling Consortium - request for information.

Chester Volunteer Bureau - request for information.

Standards Board for England, local investigation of allegations of misconduct. Response due 18 May 2004.

Policing: Chester custody visiting scheme.

Clerks and Councils Direct March 2004.

Matters considered in the absence of the press and public.

27 Enforcement. There was no part 2 information to consider.

28 The Clerk: terms and conditions. The Clerk left the room. Councillor Armitage reported on a proposed alteration to the Clerks' terms and conditions which would increase his salary to £2,900. This was agreed. The Clerk returned to the room and thanked Members for their generous consideration.