

Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 6 September, 2004 in Guiden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

In attendance: The Rev Sara Cliff, Minister, Guiden Sutton Methodist Church.

Public Speaking Time

The Chairman welcomed the Rev S Cliff to the meeting.

Members of the public indicated they wished to object to planning application 04/01397/FUL, dwelling and garage adjacent to property at Church Farm, Church Lane for Mr D Tennant. Concerns were raised as to overlooking, privacy and the effect of the construction of the development on adjoining property. Reference was made to the previous application in 1987 which had led to an appeal which had been dismissed.

Mr R Fenwick raised concern as to large agricultural contracting vehicles passing along roads within the parish and requested the Council to investigate the position. The Chairman assured Mr Fenwick the matter would be discussed by the Parish Council.

1 Apologies. City Cllr J R Boughton, County Cllr J E Burke, PC R Boulton.

2 Procedural matters.

(i) Declarations of interest. Members were reminded that they should declare any personal interest which they had in any matter or item to be considered at the meeting. Any declaration must be made before the matter, or item, was considered or as soon as the Member became aware a declaration was required. Similarly, if the interest was also a prejudicial one, this must be declared and the Member must leave the room and not seek to influence any decision made. Declarations were a personal matter for each Member to decide. The decision to declare, or not, was the responsibility of the Member based on the particular circumstances.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 26 July, 2004. The minutes were proposed by Cllr Armitage, seconded by Cllr Fisher and agreed as a correct record.

(iii) Action list/update 6 September, 2004. The following action list/update was circulated.

2 Procedural matters.

Dates of future meetings: 11 October 2004, 8 November, 6 December, 10 January 2005, 7 February, 7 March, 11 April, 16 May, 20 June, 25 July.

3 Planning.

(i) New applications.

04/01046/FUL, 12 Cinder Lane. The application is to be considered by the Planning Board on Wednesday 8 September, 2004 and is recommended for approval.

04/01355/TEL is a subsequent application for a mobile phone mast at Tile Farm to that withdrawn.

04/01397/FUL, dwelling and garage adjacent to property at Church Farm, Church Lane for Mr D Tennant. A previous application was refused in 1987 and an appeal dismissed.

4 Parish car park. Minute actioned.

5 Leisure Services.

(i) playing field. Minute actioned. (ii) play area. Minute actioned. Unlocking payment to WREN to be agreed at this meeting.

(iii) public footpaths. Notice given by Cheshire County Council of proposal to upgrade Footpath 7. Decision required as to whether a request for a TRO should be made now or included in the proof to the public inquiry.

Footpath No. 2 has been cleared. (iv) Grounds maintenance. Minute actioned.

6 Public transport: provision of seats in shelters. Appreciation expressed by Mrs F Kendrick.

7 Highways

(ii) local matters: equine warning signs. Letter from Mr Gresty referred to Cllr Proudlove.

(iii) Lighting. A fault on column 22, Oaklands has been reported.

8 Finance.

Payments:

Mrs R Mort
playing field rent
October - December £ 137.50

Clerk
Mileage 40 @40p £ 16.00

Bank of Scotland statement to 31 August, 2004 awaited.

Internal audit completed satisfactorily. Annual return to be signed this meeting.

11 CATPCs. Representatives required, if possible, to annual meeting on 23 September, 2004. Chairman, Cllr Armitage and Clerk unable to attend.

12 Chester City Council.

Review of financial arrangements with parish councils. Detailed information to be provided as to the council's expenditure on dual taxation items.

Regalia talk 18 October, 2004. Correspondence circulated.

Parish Partnership Reception to be held on Wednesday 27 October, 2004.

13 Cheshire County Council.

Cheshire County Forum Friday 10 September, 2004

22 Primary School. Minutes actioned. Clerk to report on visit to Headteacher.

26 Information Correspondence

NALC: Local Council Review September 2004

Cheshire County Council: County Farms Newsletter summer 2004

CPRE: Fieldwork September 2004, Chester District Newsletter Autumn 2004.

Cheshire Rural Recovery Programme.

3 Planning:

(i) New applications

04/00902/FUL single storey rear kitchen extension with sloping tiled roof over garage at 38 Oaklands CH3 7HE for Mr I Fantom. Following a report by Cllr Young, it was agreed that no objection would be raised. **Action: no objection to be raised.**

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04/01046/FUL ground floor living accommodation extension with first floor bedroom and bathroom and relocate existing conservatory at 12 Cinder Lane CH3 7EN for Mr and Mrs R Gillingwater. It was noted the Parish Council's views would be reported to the Planning Board on 8 September, 2004 where the proposal was recommended for approval.

04/01181/FUL single storey extension at 6 Wood Croft CH3 7SS for Mr and Mrs Dacre. Following a report by Cllr Armitage, it

was agreed that no objection would be raised. **Action: no objection to be raised.**

04/01235/FUL conservatory to side at 5 Porters Croft CH3 7HQ for Mr and Mrs I Ford. Following a report by Cllr Armitage, it was agreed that no objection would be raised. **Action: no objection to be raised.**

04/01286/FUL conservatory at 7 Oaklands CH3 7HE for Mr Maynard. Following a report by Cllr Young, it was agreed that no objection would be raised. **Action: no objection to be raised.**

04/01331/FUL two storey extension to side at 86 Oaklands CH3 7HG for Mr and Mrs Dawson. Following a report by Cllr Paterson, it was agreed that no objection would be raised. **Action: no objection to be raised.**

04/01355/TEL 22.5 metre tower, radio equipment cabin, antennas and ancillary equipment in fenced compound at Tile Farm, Wicker Lane for T Mobile UK Ltd. Cllr Armitage reported that although coverage plans had been provided, there had been no tree survey and no prior consultation. He believed that although it was difficult to sustain an objection, a request should be made for the compound to be pegged out to enable the effect of the development on nearby trees to be assessed. **Action: request to be made for the compound to be pegged out to enable the effect on nearby trees to be assessed.**

04/01397/FUL dwelling and garage adjacent to property at Church Farm, Church Lane for Mr D Tennant. Cllr Hughes reported and referred to concerns as to the adequacy of the proposed car parking. It was noted a neighbouring property had not been notified. Cllr Fisher referred to the loss of a significant open space in the centre of the village. It was agreed an objection should be raised. **Action: objection to be raised as follows:**

'The Council is not persuaded to depart from the view of the local planning authority and the planning inspectorate taken in 1987 that development on this site is inappropriate. The Council strongly supports the belief of the local planning authority that the proposal would be unacceptable intensification of development and that of the inspectorate that a dwelling would be inappropriate due to the rising contours and restricted nature of site. Members feel an additional property would be visually damaging to existing buildings at Church Farm. In relation to the City Council's policies for infill housing development, the Council believes a dwelling would not be well sited in relation to existing buildings and the overall character of the area and would appear obtrusive and overintensive. Given the existing level of parking at Church Farm, the Council is unconvinced satisfactory provision for access and parking can be achieved. The Council also feels that given the proximity of the development to the boundary with Primrose Cottage, satisfactory separation distances would not be achieved. There is also concern there be inadequate private open space within the overall Church Farm development.'

(ii) Decision notices.

04/00902/FUL single storey rear kitchen extension with sloping tiled roof over garage at 38 Oaklands CH3 7HE for Mr I Fantom. Planning permission.

04/01181/FUL single storey extension at 6 Wood Croft CH3 7 SS for Mr and Mrs Dacre. Planning permission.

04/01235/FUL conservatory to side at 5 Porters Croft CH3 7HQ for Mr and Mrs I Ford. Planning permission.

(iii) General: draft supplementary planning guidance - managing the supply of new housing in Chester. It was noted any response was due by 24 September, 2004. It was not thought any response would be necessary. **Action: noted.**

(iv) Strategic planning. (a) Deposit draft Chester District Local Plan. There was nothing further to report this stage. (b) First deposit draft, Cheshire Replacement Waste Local Plan. There was nothing further to report at this stage

4 Parish car park. Cllr Hughes reported on the outcome of a meeting with the grounds maintenance contractor held on 31 July, 2004. It was noted that action had been requested to deal with ivy on the rear boundary.

5 Leisure Services. (i) Playing Field (a) Cllr Hughes reported on the outcome of the meeting with the grounds maintenance contractor held on 31 July, 2004.

It was agreed that repairs to the playing surface should be deferred until the autumn. Cllr Proudlove reiterated the need for work to the surfacing to be of an appropriate standard. (b) litter bin. The order had been progressed and a request made for the bin to be delivered direct to the grounds maintenance contractor. **Action: Clerk to inquire as to progress by the supplier.** (c) inspections. Cllrs Fisher and Bayton reported. Cllr Paterson confirmed the intention of the new inspection regime would be that report sheets would be brought to the next following meeting of the Council for discussion as appropriate. Immediate concerns should be brought to the attention of the Chairman and/or The Clerk. The Chairman believed there should be a discussion as to how the system could be implemented more effectively in the future. **Action: The advice of Deva Forge to be sought as to repairs to the mesh beneath the basketball net.** (d) Cllr Armitage referred to the length of the grass on the field resulting from prevailing weather conditions but believed this should be cut in the near future. **Action: Clerk to inspect and advise the grounds maintenance contractor accordingly.** (e) use of the field by vehicles. The Clerk reported that in relation to the complaint of the playing of loud music from a vehicle on the field, he had been informed by the landlord that should this recur, the license would be terminated with immediate effect. He had assured the landlord that immediate action had been taken to chain and lock the gate to prevent any recurrence. (ii) Play Area (a)

improvement scheme. Cllr Proudlove reported it was intended the work would start in late October. A site meeting was to be held to consider the possibilities for enhancing the equipment in view of the level of grant obtained. **Action: Clerk to clarify the budgetary provision for seating.** (b) CCTV signs. These were being progressed by the Clerk. (c) inspection rota. See minute 5 (i) (c) above. (iii) Public Footpaths (a) condition of Footpath No. 2. It was reported the path had been cleared. **Action: Clerk to thank County Cllr J E Burke.** He further reported the receipt of a complaint as to the dumping of conifer hedge arisings in the dingle. This was deprecated. Cllr Proudlove indicated she would be happy to remove any branches. **Action: note to appear in newsletter.** (b) Footpath No. 7. The Clerk reported the receipt of the order to upgrade public footpath Guilden Sutton No. 7 to a byway open to all traffic. It was noted a response was due by 1 October, 2004. **Action: Clerk to prepare an objection. Immediate request to be made for a traffic regulation order to be supplemented by a similar request in the objection.** (iv) Grounds Maintenance. A progress meeting would be sought for 10.00am on 11 September, 2004 at the parish playing field. (v) Public Seats. There was nothing further to report at this stage. (vi) Landscaping, Fox Cover. Cllr Armitage reported an offer of trees from the Cheshire Landscape Trust. Cllr Bayton reported on maintenance to the verge. **Action: Cllrs Bayton and Armitage to liaise on the species and the numbers of trees to be ordered; City Council to be requested to mulch the area.** (vii) provision for youth: The Clerk would pursue as a matter of urgency the printing and distribution of the leaflet prepared by Cllr Paterson.

6 Public transport. (i) provision of seats in shelters. The Clerk reported that appreciation had been expressed by Mrs F Kendrick.

7 Highways:

(i) Major schemes. (a) cycleway. There was nothing further to report at this stage. (b) A51 maintenance. Cllr Armitage reported the completion of the scheme had been delayed due to current weather conditions affecting limestone aggregate.

(ii) local matters: (a) equestrian warning signs, correspondence per Mr Gresty. The Clerk reported the receipt of correspondence from Mr Gresty as to the provision of additional signs within the parish. **Action: To be progressed by Cllr Proudlove.** (b) speed trailer. A further note would appear in the newsletter. **Action: The Clerk.** (c) Wicker Lane: slow markings. There was nothing further to report this stage. (d) speed restriction A 41. There was nothing further to report at this stage. (e) footway, Guilden Sutton Lane. The proposed site meeting was being progressed by the District Maintenance Engineer. (f) pothole, Oaklands. It was noted this pothole had been repaired. (g) condition of carriageway, Arrowcroft Road. There was nothing further to report at this stage. (h) skip Heath Bank. It was noted the skip remained in situ. **Action: situation to be brought to the attention of PC Boulton.** (i) condition of verges, Arrowcroft Road. There was nothing further to report at this stage. (j) depressions, Hare Lane. Cllr Paterson reported the existence of depressions on Hare Lane which she believed were a hazard to cyclists. **Action: Clerk to bring to the attention of the District Maintenance Engineer.** (k) local safety scheme, Guilden Sutton Lane/A41. Cllr Paterson reported an incident of double parking in the gap in the central reservation. (l) Complaints by Mr Fenwick. It was agreed the complaints raised by Mr Fenwick would be raised as appropriate with the highway authority, the Traffic Commissioner and the Police. **Action: The Clerk.** (m) verge, Wicker Lane/Church Lane. It was agreed the need for regular trimming of this verge in the interests of visibility and road safety should be brought the attention of the District Maintenance Engineer and copied to Mrs Kirk. **Action: The Clerk.**

(iii) Lighting. (i) A 41. There was nothing further to report at this stage. (ii) faults. A fault on column 22, Oaklands has been reported.

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8 Finance:

(i) Income:

Bank of Scotland:

Interest (July)	£	8.79
Interest (Aug)	£	10.41

Scottish Widows

Interest	£	t/f
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(ii) Payments

Deva Forge

Bus shelter seating	£	591.91 (includes VAT £88.16)
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WREN

Third party funding	£	1,062.49
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S & H Services

shelter cleaning	£	12.00
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Mrs R Mort playing field rent October - December	£ 137.50
D Tubman Esq internal audit	£ 40.00
Clerk Mileage 40 @40p	£ 16.00

Proposed by Cllr Astbury,
seconded by Cllr Bayton and agreed.

(iii) Balances:

Bank of Scotland (July)	£ 7,485.23
(Aug)	£ 6,469.23
Scottish Widows (June)	£20,079.67

(iv) Audit matters. The Clerk reported on the annual return, which had been circulated in advance to all Members. It was noted there was a satisfactory report from the Internal Auditor and agreed the annual return should be signed including the statement of assurance. Members formally acknowledged the commitment to continuous risk assessment.

(vi) Report on contingency payments. There was no change from the figures previously reported:

Budget:	£ 1098.00
Playing field, provision of litter bin	£ 117.50, including VAT [Estimate]
Repairs to fingerpost	£ 58.75 including VAT
CCTV signs	£ 11.52 including VAT
Total	£ 187.77
Balance:	£ 910.23

9 Environment services: (i) amenity cleansing. There was nothing further to report this stage. (ii) dog fouling. There was nothing further to report this stage. (iii) litter bins. There was nothing further to report at this stage. (iv) lengthsman. There was nothing further to report this stage.

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(v) sewers (a) Church Lane. It was reported these sewers had been rodded. (b) School Lane/Arrowcroft Road. Cllr Armitage reported a letter prepared by the Clerk had been provided for circulation to householders affected by problems close to this junction.

10 Trees and hedges. (a) hedge, Cinder Lane. County Cllr J E Burke would be thanked for kindly arranging for the cutting of the roadside verge and the clearing of this footway. **Action: The Clerk.** (b) Tree on public land, Fox Cover. The City Council would be asked to trim this overhanging tree believed to be on City Council owned land which was obstructing the footway. (c) Tree on private land, Fox Cover. Members would visit an occupier and request a tree obstructing the footway should be trimmed.

11 Cheshire Association of Parish Councils/NALC. (a) Annual meeting 23 September 2004. The Chairman, Cllr Armitage and The Clerk regretted they would be unable to attend. In the absence of any other Members able to attend, it would not be possible for the Council to progress a motion as to the omission of dimensions from plans submitted with applications. **Action: Members wishing to attend to notify the Clerk.** (b) Chester Area Meeting. It was noted the next meeting of the Chester Area Meeting would be held on 29 September, 2004 at 7.30 pm in County Hall.

12 Chester City Council (a) review of the financial arrangements with Parish Councils. The Clerk reported he had been requested to provide detailed information as to the Council's income and expenditure related to dual taxation items. (b) It was noted a meeting of the Gowy North Area Committee would be held on 9 September 2004. (c) regalia talk. The Clerk reported the receipt of correspondence from City Cllr J R Boughton, in his capacity as Sheriff, extending an invitation to a Regalia Talk to take place at the Town Hall on Monday 18 October, 2004, which had been circulated to each Member. **Action: Those wishing to attend to inform the Clerk.** (d) Parish Partnership Reception. It was noted the Parish Partnership Reception would be held at the Town Hall on Wednesday 27 October, 2004. **Action: Those wishing to attend to inform the Clerk.** (c) contribution to youth facilities. It was noted the City Council's protocol for assisting with play areas in parished areas included the possibility of contributions to facilities for youth on public open space.

13 Cheshire County Council.

(a) review of local arrangements. The Clerk reported the receipt of correspondence, dated 26 August, 2004, from the Chairman of the County Council, inviting Members to an informal gathering to discuss inter alia proposals for the formation of new local committees in the event of any reorganisation of local government. The Clerk reported further that the draft proposals envisaged Guilden Sutton being on the periphery of a large area stretching to Frodsham and beyond rather than in the Chester City area as had been envisaged. He had made an immediate response to the County Council rehearsing the arguments adduced before the Assistant Commissioner in connection with the proposal that Christleton ward should be transferred to the Eddisbury parliamentary constituency. As a result, Guilden Sutton had been restored to the proposed local committee for Chester. Members would now be invited to a subsequent similar meeting to be held in Chester. **Action: noted.**

(b) Step into Cheshire. Cllr Paterson was pleased to announce that a walking treasure hunt would take place in the parish on Sunday 19 September, 2004 as part of this event. Cllr Paterson was thanked by the Council.

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 reported a four page newsletter had been prepared.

19 Memorial garden. There were no action items to report.

20 Bulb planting. The Council confirmed it wished to order two bags of daffodils and 500 English bluebells. The District Maintenance Engineer would be requested to instruct the contractor to leave a 1.5 metre strip until the end of May. It would be suggested that this should be delineated by pegs.

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

22 Primary School. The Clerk reported on correspondence to the Chairman of the Governors and on a meeting with the Acting Headteacher.

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23 Parish noticeboards. The Clerk was progressing the provision of a replacement noticeboard on Guilden Sutton Lane with the Chester and District Housing Trust.

24 Withdrawal of telephone kiosk, Church Lane. There was nothing further to report at this stage.

25 Members' information items.

Clerk's Salary. The Clerk would furnish Cllr Armitage with details of the 2004/05 scales reached by the National Association of Local Councils for consideration.

Fireworks. Cllr Paterson reported that new regulations were now in place regarding the hours during which fireworks should not be discharged.

26 Information Correspondence.

Cheshire Association of Town and Parish Councils/NALC: Newsletter No. 97, July 2004; parish precept and planning appeals; training update; Regional government seminar 24 August 24, 2004 (cancelled); annual meeting Byley Village Hall, Thursday 23 September, 2004, 6:30 pm; motions to annual meeting; 2004/5 national salary award for local council clerks; World Rural Womens Day 14 October 14, 2004; speed and traffic management policy, Local Council Review September 2004.

Chester City Council: Gowy North Area Committee, Thursday 9 September 9, 2004, 7:00 pm-9:00 pm, Ashton Hayes WI Hall, Church Road, Ashton Hayes; council tax benefit; street orderly payments; Parish Partnership reception Wednesday 27 October, 2004; regalia talk 18 October, 2004.

Cheshire County Council: community events guide summer 2004; Archives and Local Studies Newsletter, Spring 2004, County Farms Newsletter summer 2004

Cheshire Community Council: Cheshire Cauldron Summer 2004.

Cheshire County Playing Fields Association: The Playing Field Summer 2004

CPRE: seminar on the new planning system, Saturday 6 November 6, 2004, 9:30 am-4.30 pm; tolled express motorway, Fieldwork September 2004, Chester District Newsletter Autumn 2004.

Health: out of hours GP services.

Chester in Partnership development programme.

Chester Council for Voluntary Service: consultation meeting 26 October 2004
Chester Volunteer Bureau: rural outreach project.

Society of Local Council Clerks: regional conference 20 September 2004.

ODPM: draft code of conduct for local government employees/review of restrictions on political activities. Response due 19 November 2004.

Cheshire Rural Recovery Programme.

Matters considered in the absence of the press and public

27 Development Control. The Clerk was investigating concerns raised by a Member as to development proceeding in accordance with the approved plans.

28. Environmental protection. There was nothing further to report at this stage as to a complaint which had been raised.

29 Disposal of property. A Member referred to advertising relating to the disposal of a property in the parish which referred to separate dwellings. **Action: Clerk to seek advice from the local planning authority.**