

# Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 10<sup>th</sup> January 2005 in Guilden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

Public Speaking Time

There was no public speaking.

1 Apologies. Cllrs Bayton, Young.

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 6 December 2004. The minutes of the ordinary meeting of the Council held on Monday 6 December 2004 were proposed by Cllr Astbury, seconded by Cllr Proudlove and agreed subject to the first part of minute 10 (c) reading: 'A Member referred to the felling, with, it was understood, the written agreement of the landowner, of an Ash on private land at the rear of the Oaklands estate. It was thought the tree was not protected.'

The following minute also had typographical errors, corrected as follows:

18 Newsletter. Cllr Fisher referred to the increasingly infrequent publication of the newsletter and emphasised the importance of communicating with the electorate on a regular basis. He believed the Council should seek to achieve a more frequent publication and that this might include, for example, reports of meetings of the Goway North Area Meeting. Cllr Bayton agreed there were concerns about matters becoming out of date. Cllr Paterson believed the Council should look at the whole issue of quality parish councils of which communications only formed only a part. The Clerk accepted that it had not been possible for issues to appear on a regular basis during 2004 although the total number of pages was at the average. Action: Objective to be a minimum of six issues during 2005.

(iii) Action list. An up to date action list would be circulated by the Clerk.

(iv) Dates of future meetings: 7 February, 7 March, 11 April, 16 May, 20 June, 25 July 2005. It was agreed that dates for meetings beyond July 2005 would be agreed at the February meeting. Action: Clerk to include a reminder to Members to bring their diaries within the February agenda.

3 Planning:

(i) New applications

04/01355/TEL 22.5m tower, radio equipment cabin, antennas and ancillary equipment in fenced compound at Tile Farm, Wicker Lane for T Mobile UK Ltd. The Clerk reported his understanding that the current application was likely to be withdrawn in the near future as the trees had been incorrectly shown. It was likely a new application would be submitted with an accurate tree survey and assessment and also a slight change to the siting of the proposed mast. The height of the trees had been significantly underestimated in the current application and the revised plans would show their correct height, as a result of which the proposed mast would also need to be higher. The Parish Council would be notified if and when the application was withdrawn and a new application submitted.

04/01397/FUL dwelling and garage adjacent to property at Church Farm, Church Lane for Mr D Tennant. There was nothing further to report at this stage.

04/02080/FUL retrospective application for rear conservatory at 3 Yew Tree Villas, Hare Lane, Pipers Ash (neighbouring parish consultation) for Mr and Mrs Haggart. The Clerk reported that further inquiries had been made by Cllrs Bayton and Young. As the property was not within Guilden Sutton parish, two properties within Guilden Sutton that might be affected, Ash Cottage and Brickfield House, had been visited. /05

It had not been possible to contact the occupiers although neither was overlooked by the development. The Members had recommended that no objection should be raised.

Action: No objection to be raised.

04/02106/FUL two storey side extension at 86 Oaklands CH3 7HG for Mr and Mrs P Dawson. Cllr Paterson reported. It was noted the Council had not objected to a previous application at the property. In view of the fact there were no reasons to depart from that view, a similar response would be appropriate. Action: No objection to be raised.

04/02251/FUL 1st floor extension at 1 Hickmore Heys CH3 7SN for Mr and Mrs Griffiths. Cllr Fisher reported. Similar proposals had approval nearby. Subject to further inquiries, it was agreed the Council would be minded to raise no objection.

(ii) Decision notices.

There were no decision notices to report.

(iii) General:

(a) Compliance. A Member referred to what he believed to be non compliance with

conditions attached to a planning permission. Advice had been sought from the local planning authority which had suggested that in the circumstances any application to relax the conditions would be likely to be approved Action: Issue to be revisited if necessary. (b) development control. Cllr Fisher referred to changes to the planning system and was concerned that parishes might have a significantly reduced input. He referred to the merit of having a village design statement. Action: Clerk to seek further advice from Cheshire Community Council, Cheshire Association of Local Councils, Saughall and Shotwick Park Parish Council, Mickle Trafford and District Parish Council.

(iv) Strategic planning.

There were no action items to report.

4 Parish car park.

There were no action items to report.

5 Leisure Services.

(i) Playing Field (a) repairs to playing surface. Cllr Fisher expressed concern as to the condition of the goalmouths. Cllr Proudlove believed that any repairs should be carried out in time for the Spring. It was noted that repairs to the playing surface were included within the new grounds maintenance contract. Action: Inquiries to be made by the Clerk as to the timing of any repairs. (b) litter bin. It was noted that water collected within the litter bin. Action: to be monitored. (c) repairs to basketball net mesh. The Clerk reported no response had been received from Deva Forge. Action: Clerk to contact Deva Forge. (d) future improvements. It was agreed the Council should consider upgrading the equipment within the playing field. The need for consultation with the landowner and near neighbours was noted. Cllr Fisher believed that improvements were required to the quality of the surface. Other improvements could include the provision of seating, a ball catch for the basketball equipment, replacement goalposts and nets. Cllr Paterson suggested that consideration should be given to other areas of land which might be available within the parish. Action: Improvements and alternative sites to be considered as part of the overall provision for youth.

(e) inspection. Cllr Fisher reported the roadside ditch had been cleared although the conduit beneath the access to the field may need clearing out. He expressed concerns at the amount of litter at the time of his inspection. Action: Clerk to contact Gresty.

(ii) Play Area (a) improvement scheme. The Clerk reported the receipt of the post installation report. This would be copied to Cllrs Proudlove, Armitage and Paterson and to the contractor whose comments would be sought in writing and discussed, if necessary, at a site meeting. (b) additional CCTV camera. Cllr Proudlove referred to the possibility of developing the coverage of the existing cameras and would seek further information from the contractor. (c) inspection rota. Action: Check list to be revised; new rota to be provided by the Clerk.

(iii) Public Footpaths (a) Footpath No. 7: general condition. There was nothing further to report at this stage.

(iv) Grounds Maintenance: contract. The Parks and Open Spaces Manager had been advised the Council was minded to accept the invitation for the City Council to organise the Parish's grounds maintenance works. A reply from the Parks and Open Spaces Manager indicated these contractual works would be managed through the City Council's contract management system. Within this process there were controls in place to manage the contract including default procedures which could lead to termination. If there were problems or concerns over the work, contact should be made through the Parks and Open Spaces Manager as contract manager. Any issues should be addressed to the City Council's call centre on Chester 402477 following which action would occur. As the City Council was overseeing the contract, it would not be appropriate for direct contact to be made with the contractor concerned. The Parish Council would be able to withdraw from any agreement providing that due notice was given. To formalise the position with regard to completing the work, letters would be prepared for the City Council and Parish Council to exchange setting down the terms and conditions. Action: noted.

(v) Public Seats. The views of Summerfield House were being sought as to possible locations within the parish for new seats.

(vi) Landscaping, Fox Cover. Cllr Armitage referred to the need for further planting within the verge. Mr Gresty would be thanked for kindly planting bulbs at this location.

(vii) Provision for youth: Cllr Proudlove believed the Parish Council should seek to acquire open space within the parish owned by the City Council as this would afford more opportunities. Cllr Paterson pointed out that owning or leasing land would allow grants to be obtained. Cllr Armitage would prefer a long term lease to ownership and believed it important that finance should follow the function. Action: Clerk to approach the City Council.

6 Public transport. (a) Chester District Public Transport Liaison Committee Monday 13 December 2004, proposals by Chester City Transport. Cllr Armitage reported the meeting had been inquorate. Changes to services would mainly affect the urban area. Reference had been made to the withdrawal of the Sunday service 84 through the parish as reported to the December meeting of the Parish Council.

## 7 Highways:

(i) Major schemes. There was nothing to report.

(ii) local matters: (a) speed trailer. The Clerk had confirmed with the Area Manager that the Council would be included in the rota for the use of the equipment. (b) Wicker Lane (i) slow markings. A response was awaited from the highway authority. (ii) condition of verges. Councillor Proudlove said she was very concerned about the state of the verges in Wicker Lane. Pedestrians were forced to walk within the carriageway. Cllr Proudlove believed a walking line would be helpful. She referred to the increase in the volume of traffic using the road. Action: Issue to be raised with the Chief Traffic and

Transportation Engineer, the District Maintenance Engineer and County Cllr J E Burke. (c) footway, Guilden Sutton Lane. Action: Site meeting to be progressed. (d) condition of carriageway, Arrowcroft Road. Cllr Armitage reported that some resurfacing work had been carried out although there was some pooling of rain water. There was a danger this would freeze in cold weather. Action: District Maintenance Engineer to be requested to inspect the work carried out by the contractor. (e) skip, Heath Bank. It was noted the skip remained in situ. (f) complaints by Mr Fenwick. The lack of a response was being revisited with the highway authority.

(g) verge, Wicker Lane/Church Lane. Confirmation had been received from the District Maintenance Engineer that this will be cut. (h) verge, Belle Vue Lane. A response was awaited from the District Maintenance Engineer. (i) trip hazard, footway Orchard Croft/Oaklands. This had been reported to the District Maintenance Engineer. (j) The Dell. Cllr Fisher reported that resurfacing work had been carried out. (k) speed limit, Oaklands. Cllr Fisher indicated his preference for a 20 mph speed limit on Oaklands.

(iii) Lighting. (i) A 41. A response was awaited from the highway authority. (ii) Faults. A night time inspection would be made by the Chairman and Clerk.

8 Finance:

(i) Income:

Bank of Scotland:

Interest (Dec)	£	1.88
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(ii) Payments

Play and Leisure  
play area

£25,750.13 (VAT £3,835.13)*
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Morrall Play Solutions  
inspection

£ 232.06 (VAT £34.56)
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J Carswell  
signs

£ 112.80 (VAT £16.80)
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Chester Standard  
newsletter distribution

£ 19.98 (VAT £2.98)
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Mrs R Connolly  
Christmas Tree

£ 20.00
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Cllr J Paterson  
voucher

£ 10.00
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Clerk

Salary 1.10.04 - 31.12.04	£	750.00
Salary arrears 1.4.04 - 30.9.04	£	50.00
Mileage (Dec) 8 @40p	£	3.20
Postage (newsletter)	£	18.50

Proposed by Cllr Proudlove  
seconded by Cllr Paterson  
and agreed

\* subject to satisfactory resolution of issues raised by the post installation inspection.

(iii) Balances:

Bank of Scotland (Dec)	£	2,215.01
Scottish Widows (Jan)	£	20,286.47

(iv) Risk assessment. The Council formally noted its responsibility to continuously assess risk and gave preliminary consideration to further scrutiny to enhance procedures.

(v) Budget 2005/06. The Chairman and Clerk had given further consideration to the papers previously circulated to Members. No immediate significant variations had been identified. It was proposed by Cllr Armitage, seconded by Cllr Astbury and agreed that a budget of £12,000 should be set. A precept was agreed in the same figure. The allocation within the agreed budget to individual heads would be subject to further scrutiny by the Chairman and Vice Chairman.

(vi) Report on contingency payments. The Clerk indicated there was no change since the previous report.

9 Environment services: (i) amenity cleansing. The Clerk would inspect footpaths where additional cleansing following the Autumn fall might be of benefit. Any further action would be agreed with the Chairman and Vice Chairman (ii) dog fouling. Cllr Fisher referred to a recent increase in dog fouling on part of the Oaklands Estate (iii) litter bins. There was nothing further to report to the stage. (iv) lengthsman. There was nothing further to report at this stage (v) sewers. There was nothing further to report at this stage.

10 Trees and hedges. (i) Protected trees. The City Council Tree and Woodlands Officer had kindly agreed to provide up-to-date information as to protected trees within the Parish. This would be collected by the Clerk in the near future. (ii) Tree Warden. The

Clerk understood that M Gartland Esq may have relinquished his responsibilities.

Action: Possible successor to be sought.

11 Cheshire Association of Local Councils. (i) questionnaires (a) consultations. A questionnaire as to the extent to which the Parish Council wished to be involved in consultations would be complete by the Clerk.

(b) sports and arts development. A questionnaire as to the involvement of the Parish Council in sports and arts development would be completed by Cllr Hughes. (ii) Terms and conditions. Cllr Armitage referred to changes in the terms and conditions for Clerks.

Action: Information to be sought from the Cheshire Association of Local Councils.

12 Chester City Council (i) review of the financial arrangements with Parish Councils. There was nothing further to report to the stage. (ii) Gowy North Area Committee. It was noted that forthcoming meetings would be held on Thursdays 13 January and 10 March, 2005.

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

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. (i) patrol 17 December 2004. The Clerk reported he had accompanied PC Boulton on this patrol. (ii) reorganisation. Cllr Hughes referred to a reorganisation of the force due to take effect in April 2005.

18 Newsletter. A newsletter would be issued immediately following the February meeting. It was noted that not all houses within the parish which normally received the newsletter had done so in December.

19 Memorial garden. There was nothing further to report this stage.

20 Bulb planting. There was nothing further to report at this stage.

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

22 Primary School. Cllr Fisher reported action taken by the school in advance of preparing a development plan. This had been very positive. Cllr Proudlove indicated that parents had also received a questionnaire.

23 Parish noticeboards. The Clerk reported the receipt of a favourable estimate from a contractor. The detailed specification would be discussed with the contractor by Cllr Fisher. Action: Clerk to provide Cllr Fisher with contact details.

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



stage as to the intended withdrawal of this kiosk.

25 Christmas arrangements. The possibility of sponsorship being sought for the 2005 competition would be revisited. The 2004 competition had been won by 72 Guilfen Sutton Lane.

26 Members' information items.

The Fallen. Cllr Paterson indicated she was researching the genealogy of the fallen in both world wars. This was noted with interest.

Access to Summerfield Road shops. The Clerk reported an approach as to possible assistance which might be given by the Parish Council to improving access for disabled customers to the Summerfield Road shops. The Cheshire Association of Local Councils had advised the Council had powers should they wish. Action: Clerk to seek further advice from the City Council access officer .

27 Information Correspondence.

DeFRA: A Guide to becoming a Quality Council.

ChALC/NALC: Newsletter 99 December, 2004; World Rural Women's Day update; benefits of membership; Local Council Review January 2005.

Chester City Council: Chester District Local Plan inquiry Tuesday 22 February, 2005; Project Chester; Chester District Guide to Financial Assistance.

Cheshire County Council: Cheshire Matters December 2004

Chester in Partnership: Rural issues, Waverton Community Centre, 22 January, 2005; Residents at the centre, 9 February 2005/ 21 February, 2005.

CPRE: Fieldwork, December 2004.

Policing: Chester Police Forum Monday 17 January, 2005, 7.00 pm, Village Hall, Common Lane, Waverton.

Draft policing objectives 2005/06

National Probation Service, Cheshire project

Society of Local Council Clerks: regional one day conference 23 February, 2005

Matters considered in the absence of the press and public

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28 Public open space. Concerns as to possible encroachment of domestic activity onto public open space would be revisited at a future meeting

29 Enforcement. A possible development control issue was being referred to the



enforcement officer.