

## Guilden Sutton Parish Council

### Minutes of the ordinary meeting of the Council held on Monday 7 February 2005 in Guilden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

Public Speaking Time

There was no public speaking.

**1 Apologies.** Cllr Proudlove, City Cllr J R Boughton, PC R Boulton.

#### **2 Procedural matters.**

Prior to the business of the meeting, the Chairman regretted to inform Members of the death in an accident overseas of the son of the Parish Paths Warden.

(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 10 January 2005. The minutes of the ordinary meeting of the Council held on Monday 10 January 2005 were proposed by Cllr Fisher, seconded by Cllr Astbury and agreed subject to the addition of City Council J R Boughton to those tendering apologies.

(iii) Action list. An agenda update and action list was circulated by the Clerk.

(iv) Dates of future meetings: These were agreed as 7 March, 11 April, 16 May, 20 June, 25 July, 12 September, 10 October, 7 November, 12 December 2005.

#### **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. There was nothing further to report to the stage as to the revised application.

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. No objection had been raised.

04/02106/FUL two storey side extension at 86 Oaklands CH3 7HG for Mr and Mrs P Dawson. No objection had been raised.

04/02235/FUL rear extension and alterations at 93 Oaklands CH3 7HG for Mr D Dooley. Cllr Paterson reported. Action: **It was agreed the following response should be made:** In view of concerns put forward by the occupiers of No. 91, the local planning authority is asked to give careful consideration to the impact of the proposal on the amenity of the occupiers of that property and also to consider the extent to which the cumulative effect of extensions to the property might exceed the 30% guideline. It is noted the location plan appears not to indicate correctly the extent of the projection of the rear extension beyond the rear elevation of No. 91.

04/02251/FUL 1st floor extension at 1 Hickmore Heys CH3 7SN for Mr and Mrs Griffiths. Cllr Fisher reported. It was agreed no objection would be raised.

04/02252/FUL first floor rear bedroom/ensuite extension and conservatory to rear at 6 Fox Cover CH3 7HH for Mr M C Tallant. Cllr Fisher reported. It was agreed no objection would be raised. 04/05 140

04/02323/FUL single storey extensions at 4 Wood Croft CH3 7SS for Mr and Mrs D Walsh.

Cllr Paterson reported a personal interest in this application as the applicant was known to her.

Cllr Bayton reported. It was agreed no objection would be raised.

05/00034/FUL first floor extension at Windy Nook, Belle Vue Lane for Mr and Mrs Tomassen. On initial consideration, the Council was minded to raise no objection. Further inquiries would be made by Cllr Paterson.

05/00037/FUL porch extension to front and pitched roof to garage at 2 Heath Bank for Mr Oliver. On initial consideration, the Council was minded to raise no objection. Further inquiries would be made by Cllr Bayton. The Clerk would revisit the previous planning history of the site.

(ii) Decision notices.

04/02106/FUL two storey side extension at 86 Oaklands CH3 7HG for Mr and Mrs P Dawson. Planning permission

04/02251/FUL 1st floor extension at 1 Hickmore Heys CH3 7SN for Mr and Mrs Griffiths. Planning permission.

(iii) General:

(a) Village Design Statement/Parish Plan. The Clerk had sought further advice from Cheshire Community Council, the Cheshire Association of Local Councils, Saughall and Shotwick Park Parish Council and Mickle Trafford and District Parish Council. Cllr Armitage reported on a presentation on the subject to the annual Town and Parish Councils Conference held by Cheshire County Council. The Council visited the desirability of a public meeting being held to launch the initiative. It was noted that funding was available to assist the process but that it was only possible for a limited number of such plans to be progressed within the county in any one year. Action: Clerk to make further inquiries as to the possibility of a bid being submitted.

(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. Advice had been sought by the Clerk as to the timing of the required repairs. A response was awaited. (b) repairs to basketball net mesh. A further approach was being made by the Clerk to Deva Forge. (c) future improvements. There was no further discussion at this stage. (d) Ditch. An estimate for additional maintenance was being sought from Gresty.

(ii) Play Area (a) improvement scheme. The post installation report had been copied to Cllrs Proudlove, Armitage and Paterson and to the contractor whose comments had been sought in writing. A response was awaited. Cllr Armitage referred to the low risk overall but believed a guarantee should be sought there would be no future problems. (b) additional CCTV camera. There was nothing further to report at this stage. (c) inspection rota. A revised rota had been circulated by the Clerk. The checklist was being updated.

(iii) Public Footpaths (a) Footpath No. 7: (i) condition. There was nothing further to report at this stage as to the general condition of the path or the

flooding problems at the junction of the path and Station Lane. **Action: further information on the latter point to be obtained by the Clerk from the District Maintenance Engineer.** (ii) status. The Chairman referred to a press report which suggested that measures were to be introduced to prevent the designation of BOATS solely on the basis of evidence of the existence of a public highway which predated the motor vehicle. Action: Further information to be sought by the Clerk.

(iv) Grounds Maintenance: contract. The Chairman referred to a meeting of the Gowy North Area Committee which had received a presentation from the new contractor appointed by the City Council. It was noted that as the City Council was the client, there would be no opportunity for the Parish Council to make direct contact with the contractor. This was a matter of some concern.

(v) Public Seats. The views of Summerfield House had been sought as to possible locations within the parish for new seats. A response was awaited.

(vi) Landscaping, Fox Cover. Mr Gresty had been thanked for kindly planting bulbs at this location. Cllr Bayton reported further and indicated that further planting would be carried out.

(vii) Provision for youth: A response had been received from the City Council seeking information as to the areas of land concerned and their prospective use. Cllr Young recognised the siting of any equipment would be the principal concern. The possible use of land in the vicinity of the Village Hall would benefit from the proximity of the CCTV equipment. Cllr Armitage pointed out that schools could be involved in playing a larger role in the provision of community facilities in the future. Cllr Fisher referred to the possibility of the compulsory purchase of land based on advice he had been given by the Development Coordination Manager at the 2004 Parish Partnership Reception. **Action: further information to be sought from the City Council as to the possible purchase or leasing of amenity land, issue of compulsory purchase to be revisited with the Development Coordination Manager.**

**6 Public transport.** (a) service. References to the withdrawal of the C84 Sunday service and alterations made to the route of the 80 service to enable it to serve the city centre would appear in the next issue of the newsletter.

## **7 Highways:**

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

Highways: (i) Speed trailer. It was agreed the equipment should be requested for w/c Monday 7 March, 2005. It was agreed that attention should be given to the morning and evening peak times in addition to school times. (ii) SLOW markings/erosion of verge/volume of HGV traffic, Wicker Lane. Site meeting to be held, date to be confirmed. (iii) Footway, Guilden Sutton Lane. A site meeting had been requested with the District Maintenance Engineer. (iv)

Carriageway, Arrowcroft Road. The presence of pooling had been brought to the attention of the District Maintenance Engineer. (v) Skip, Heath Bank. It was noted this skip remained in situ. (vi) Complaints by Mr Fenwick. These would be dealt with at the site meeting referred to above. (vii) deposit of stones, Belle Vue Lane. No action was proposed by the District Maintenance Engineer. (viii) trip hazard, footway Orchard Croft/Oaklands. Remedial action had been taken. (ix) condition of verge, Guilden Sutton Lane. Cllr Armitage referred to the condition of the verge and carriageway on Guilden Sutton Lane at the parish playing field in the vicinity of works recently carried out by Dee Valley Services. The Clerk indicated this had been brought the attention of the District Maintenance Engineer. Cllr Fisher suggested that a kerb should be installed. (x) SLOW marking, Guilden Sutton Lane. Cllr Paterson pointed out the red slow marking at the same location had been disturbed. Action: to be referred to the District Maintenance Engineer. (xi) SLOW marking, Belle Vue Lane. Cllr Paterson referred to the condition of these markings. Action: to be referred to the District Maintenance Engineer.

(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 (Jan)	£	1.88
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(ii) Payments

Gresty

Supply of bulbs	£	132.77 (VAT £19.77)
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Proposed by Cllr Paterson,  
seconded by Cllr Bayton  
and agreed

(iii) Balances:

Bank of Scotland  
(Jan) £ 733.65

Scottish Widows  
(Jan) £20,286.47

(iv) Budget 2005/06. Detailed allocations in accordance with the Council's previous decision was circulated by the Clerk for further scrutiny by the Chairman and Vice Chairman and copied for information to all Members. Cllr Fisher reiterated his concern that the budget should be based on actual expenditure. Cllr Armitage agreed that significant differences should be

highlighted. It was noted the Clerk could provide a spreadsheet analysis of the previous year's expenditure and expenditure to date in the current year although the Chairman counselled the Council to take account of the demands on the Clerk's time. It was further noted that details of the previous year's budget and the anticipated out turn for the current year had been circulated prior to the budget meeting for consideration by all Members.

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

(vi) Transfer. The Clerk reported that in view of the current balances within the current account, he was transferring £2,500 from the Scottish Widows account to the Bank of Scotland account. Action: noted.

(vii) Banking arrangements. The Clerk reported that mandate forms had now been obtained. He would provide these to those Members not at present mandated who wished to be authorised to sign.

**9 Environment services:** (i) amenity cleansing. The Clerk was inspecting 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. There was nothing further to report at this stage (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 provided up-to-date information as to protected trees within the Parish. This would be circulated to the parties referred to in the next following minute . (ii) Tree Warden. Following the relinquishing of his responsibilities by former Cllr M Gartland, expressions of interest had been received from Mr Alan Young, Mrs Gill Fisher and Cllr Bayton. These were warmly welcomed. Action: Cheshire Landscape Trust to be informed by Cllr Armitage that all three would act as Parish Tree Wardens. (ii) Donation. The Clerk reminded Members that a number of years had passed since the Council had last made a donation to the Cheshire Landscape Trust although it had in the interim benefited from the supply of shrubs and trees. Action: donation to be considered at the March meeting.

**11 Cheshire Association of Local Councils.** (i) Terms and conditions. Details of changes in the terms and conditions for Clerks had been obtained from the County Association and referred by the Clerk to the Chairman and Cllr Armitage. (ii) Dimensions on planning applications. It was now understood that a change to require dimensions to be shown on planning applications could necessitate primary legislation. (iii) Training update February 2005. The Clerk referred to an indication by the County Association that funding for all or the greater part of the cost incurred by councils in accessing training for Clerks seeking to qualify could now be met by a bursary. In these circumstances, he believed the opportunity should be taken. Action: agreed. (iv) Finance/risk assessment seminar, 15 March, 2005. The Clerk sought approval to attend this seminar. Action: agreed. (v) Buckingham Palace Garden Party 14 July 2005. The Clerk

reported the receipt of an invitation from the County Association for the Council to nominate the present Chairman to take part in a draw of Cheshire parishes to attend this garden party. Action: It was agreed the Chairman should be so nominated.

**12 Chester City Council** (i) review of the financial arrangements with Parish Councils. Cllr Armitage reported there was an initial recommendation for payments to parishes based on 50p per head of population as a first step toward rectifying the anomaly of dual taxation. He hoped this would be accepted by the Cabinet. (ii) Gowy North Area Committee. The Chairman and other Members reported on a meeting of the Area Committee held on Thursday 13 January, 2005. It was noted the next meeting would be held on Thursday 10 March, 2005.

**13 Cheshire County Council.** (a) Town and Parish Councils conference 3 February, 2005. Cllr Armitage reported.

**14 Cheshire Community Council.** (i) Cheshire Best Kept Village Competition. The Clerk reported the receipt of an invitation to enter the competition. The Council confirmed its decision in recent years not to put forward an entry.

**15 CPRE.** There were no action items to report.

**16 Health.** There were no action items to report.

**17 Policing.** (a) Reorganisation of local policing. Cllr Paterson said she was very concerned at the forthcoming reorganisation which could involve the reallocation of officers. She was supported by the Chairman who believed it would be appropriate to send a letter to the Superintendent referring to the value placed by the Council on officers having a knowledge of the parish. Action: The Clerk. 04/05 143

**18 Newsletter.** A newsletter, a draft of which was circulated to all Members, would be finalised immediately following the meeting.

**19 Memorial garden.** Cllr Paterson referred to damage to the street light at this location. This may have been occasioned by a falling tree branch in the recent high winds.

**20 Bulb planting.** The Chairman had contacted the District Maintenance Engineer as to the need to avoid the planting during early season cuts.

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

**22 Primary School.** There was nothing further to report at this stage.

**23 Parish noticeboards.** The detailed specification would be discussed with the contractor by Cllr Fisher.

**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 Access to Summerfield Road shops.** The Clerk reported he had sought advice from the City Council Access Officer who was to arrange a site meeting.

### **26 Members information items.**

Overgrown hedges. Cllr Paterson reported the receipt of concerns from a resident as to damage caused to vehicles by overgrown hedges. The Chairman referred to damage to trees caused by the use of double deck buses in the parish. Action: list to be prepared by Cllr Fisher of overgrown trees and shrubs causing obstruction to the highway, letter to be sent to Chester City Transport by the Clerk.

### **27 Information Correspondence.**

Improvement and Development Agency: chairmanship skills development

Freedom of Information Act: authorisation of the qualified person

A guide to public paths for members of parish, town and community councils.

Cheshire Association of Local Councils: Newsletter no 100, February 2005; 2005/06 salary award for Clerks; Local Channel Bulletin; Cheshire West PCT out of hours service; CCPR seminar 'Money for Sports Clubs,' 21 February 2005.

Chester City Council: Ethics and Standards committee 20 January, 2005; Highways and Transportation local joint committee 27 January 2005; Chester in Partnership, review of draft community plan, Wednesday 9 February; Chester Today, seminar 4 March, 2005; 'How to run an Away Day' seminar 22 February, 2005.

Cheshire County Council: Annual Town and Parish Councils conference 3 February, 2005; Cheshire Rural Touring Network Spring season 2005.

Cheshire Community Council: Community Pride competition 2005.

Cheshire County Playing Fields Association: Newsletter Winter 2004/5.

Chester Police Forum 17 January 2005

Cheshire Fire Service: services to the rural community.

Clerks and Councils Direct January 2005

Matters considered in the absence of the press and public

**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.