

## Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 11 April 2005  
in Guilden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

In attendance: PC R Boulton.

### Public Speaking Time

There was no public speaking.

1 Apologies: Cllr G Young, County Cllr J E Burke, City Cllr B J Bailey, City Cllr J R Boughton.

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.

Cllr Mrs J Proudlove declared a prejudicial interest in planning application 04/02004/FUL new driveway access, The Woodlands, Wicker Lane, CH3 7EL for Mr and Mrs H Proudlove. All other Members declared a personal interest.

Cllr Mrs P Paterson declared a prejudicial interest in planning application 05/00227/FUL extension at 46 Oaklands CH3 7HE for Mr Paterson. All other Members declared a personal interest.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 7 March 2005. The minutes of the ordinary meeting of the Council held on Monday 7 March 2005 were proposed by Cllr Armitage seconded by Cllr Paterson and agreed.

(iii) Action list. An updated action list would be circulated by the Clerk.

(iv) Dates of future meetings: 16 May, 20 June, 25 July, 12 September, 10 October, 7 November, 12 December 2005.

(v) The Council was sad to hear of the death of former Cllr Myles Dutton who had been a Member of the Council from 1993 to 1997.

### 3 Planning:

(i) New applications

04/01397/FUL dwelling and garage adjacent to property at Church Farm, Church Lane for Mr D

Tennant. A decision was awaited.

04/02004/FUL new driveway access, The Woodlands, Wicker Lane, CH3 7EL for Mr and Mrs H Proudlove. No objection had been raised. A request had been made for an equivalent number of trees to any lost being replanted.

04/02252/FUL (amended) first floor rear bedroom/ensuite ensuite extension and conservatory to rear at  
6 Fox Cover CH3 7HH for Mr M C Tallant. No objection had been raised.

04/02235/FUL rear extension and alterations at 93 Oaklands CH3 7HG for Mr D Dooley. The decision notice was awaited.

05/00034/FUL first floor extension at Windy Nook, Belle Vue Lane for Mr and Mrs Tomassen. No objection had been raised.

05/00037/FUL porch extension to front and pitched roof to garage at 2 Heath Bank for Mr Oliver. No objection had been raised.

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05/00107/FUL 37.5m lattice mast, radio equipment housing and ancillary equipment within fenced compound at Tile Farm, Wicker Lane, CH3 7EL for T Mobile UK Ltd. The local planning authority had been requested to defer any determination pending a site meeting with the applicant and public consultation. A report on the current position would be sought from the Development Coordination Manager. The Council was minded to proceed with a public meeting, with or without the applicant, if the proposal was not refused. The Clerk reported the receipt, by letter dated 5 April 2005, of advice from City Cllr B J Bailey as to the planning requirements for telecommunications masts in England. Action: Clerk to contact Development Coordination Manager, City Cllr B J Bailey to be thanked for his advice.

05/00108/FUL, conservatory at 46 School Lane, CH3 7ET. The decision notice was awaited.

05/00165/FUL single storey rear extension at Glenshee, Belle Vue Lane for Mr and Mrs W Butler. No objection had been raised.

05/00227/FUL extension at 46 Oaklands CH3 7HE for Mr Paterson. Cllr Paterson left the room. The Chairman and Cllr Armitage reported. Action: No objection to be raised.

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05/00278/FUL two storey extension at 38 School Lane, CH3 7ET for Mr and Mrs Walters. Cllrs Young and Proudlove reported. Action: No objection to raised.

05/00319/FUL convert flat roof to pitched on front porch and garage /utility at 14 Orchard Croft CH3 7SL for Drs R and J Worth. Cllrs Bayton and Hughes reported. Action: No objection to be raised.

05/00386/FUL ground floor extension at 32 Oaklands CH3 3HE for Mr M Hughes. Action: Further inquiries would be made by Cllr Paterson.

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05/00405/FUL conservatory at Holly House, Hare Lane. Action: Further inquiries would be made by Cllr Fisher.

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05/00412/FUL first floor bedroom extension at 2 Fox Cover CH3 7HH for Mr and Mrs Lathaen.

Action: Further inquiries would be made by Cllr Armitage.

(ii) Decision notices.

04/02004/FUL new driveway access and block off existing access at The Woodlands, Wicker Lane CH3 7EL for Mr and Mrs H Proudlove. Planning permission subject to detailed conditions re construction of the proposed vehicular crossing, maintenance of visibility splay, closure of existing access, submission of landscape works and works to the hedgerow.

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

05/00165/FUL single storey rear extension at Glenshee, Belle Vue Lane for Mr and Mrs W Butler. Planning permission.

05/00227/FUL extension at 46 Oaklands CH3 7HE for Mr Paterson. Planning permission.

(iii) General: Village Design Statement/Parish Plan. This was to be revisited at the June meeting.

(iv) Strategic planning. There were no action items to report.

4 Parish car park.

It was reported a car bumper had been dumped at the rear of the grassed area. Action: Clerk to inspect and take appropriate action.

5 Leisure Services.

(i) Playing Field

(a) repairs to playing surface. The Clerk reported the current position in relation to the Council's request for repairs to be carried out to the playing surface by the City Council contractor. A proposal had emerged for the work to be undertaken on a one off basis as soon as possible at a cost significantly below that quoted by the previous contractor. This would be without prejudice to the repair work specified within the contract. The Chairman expressed reserve at this approach and at a linked suggestion there should be a one off cut of the field, due to early season growth, at a price indicated by the contract manager, in advance of the commencement of the contract. This was seen as a community safety and health and safety issue in the light of advice from the police as to the present unsuitability of the field, which they wished to be available to assist in dealing with the youth nuisance, for recreational purposes. Cllr Fisher believed it was reasonable to improve the condition of the field prior to the commencement of the contract. He was supported by Cllrs Bayton and Paterson. Action: Additional payments authorised in principle for repairs to the playing surface and an initial cut, not to exceed the total agreed with the previous contractor for repairs alone. Clerk to progress the matter with the contract manager. The possibility would be explored of relocating the roadside goalpost to enable that goal mouth to recover. Cllr Proudlove emphasised the importance of advising youths who used the field of the action being taken. (b) repairs to basketball net mesh. A further approach would be made to Deva Forge in the hope that repairs would now be carried out as quickly as possible. (c) future improvements. There was no further discussion at this stage. (d) Ditch. The lower of two alternative estimates for additional maintenance by Gresty, in the sum of £186 plus VAT, would be accepted. A small

additional on cost would be acceptable for the removal of any deep seated litter which may arise.

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(ii) Play Area

(a) improvement scheme. A stage payment of £10,000 had been made to Play and Leisure. The application for grant from WREN was being progressed and the balance would be released pending the receipt of written advice from Play and Leisure as to the low risk status of the equipment and the condition of the safety surfacing. Action: Clerk to approach the contractor. (b) additional CCTV camera. Cllr Proudlove reported. An estimate had been received for the provision of two cameras in the sum of £590 plus VAT. Cllr Hughes suggested that one camera could be replaced by a web camera to increase awareness of activities in the area. Cllr Fisher pointed out this would require a broadband connection. Action: Clerk to seek advice from Chester City Council as to web cam, the Community Association to be consulted re additional cameras. (c) routine inspections. Cllr Armitage emphasised the importance of completed check lists being returned. (d) post installation inspection. See (a) above. (e) review of children's play facilities. The Clerk reported he had responded to a questionnaire from the City Council as to the arrangements adopted by the Council for regular and annual inspections.

(iii) Public Footpaths: Oxen Lane. The concerns reported by Cllr Fisher at the previous meeting as to the post at the beginning of Oxen Lane and areas around the stiles at the Oxen Bridge and adjoining fields had been referred to the maintenance officer and would be advised to the Parish Paths Warden.

(iv) Grounds Maintenance: contract. There was nothing further to report other than that minuted above.

(v) Public Seats, response from Summerfield House. Possible locations for new seats within the parish, suggested by Summerfield House, would be reviewed by Cllrs Paterson and Proudlove.

(vi) Landscaping, Fox Cover. There was nothing further to report at this stage.

(vii) Provision for youth: Following a report by the Clerk, the Council agreed that a nominal expense should be incurred to ascertain the ownership of an area of land referred to.

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6 Public transport.

(a) Revisions by ChesterBus. Cllr Astbury reported that new timetables had been introduced by Chester City Transport, now known as ChesterBus. The parish had lost the 9.00 am service to Chester with the result that students were unable to reach West Cheshire College of Further Education. The times and departure points of some services from Chester were also affected. Action: Cllr Armitage to approach the County Transport Coordination Service, the Clerk to invite ChesterBus to attend the next meeting.

(b) Service 80. Cllr Bayton reported that drivers' schedules did not appear to accord with the timetable and that the arrival and departure of services did not meet shift times on the business park. Clerk to make further inquiries. (c) bus stop, A51. It was reported a bus stop sign was missing on the A51 near the junction with Wicker Lane, although buses were still stopping at the request of passengers. Action: Clerk to contact County Transport Coordinator.

7 Highways:

(i) Major schemes. There was nothing to report. (ii) Local matters. Highways: (i) Speed indicator. The Clerk reported the receipt of an analysis from the City Council which indicated that although some drivers were proceeding at or near the speed limit, others were travelling at higher speeds with a minority over 50 mph. Action: Analysis copied to Cllr Hughes, appropriate note to appear in the newsletter. It was agreed the equipment would be sought for further surveys during the weeks commencing 13 June and 12 September. Action: Clerk to contact Area Manager. (ii) SLOW markings/erosion of verge/volume of HGV traffic, Wicker Lane. Cllr Proudlove reported a further inspection had been carried out by the District Maintenance Engineer. The position of the Guilden Sutton boundary sign was raised as a separate issue. Action: Clerk to seek clarification of the policy. (iii) Footway, Guilden Sutton Lane. A site meeting was being arranged with the District Maintenance Engineer who had confirmed his intention to meet Cllr Astbury. (iv) Carriageway, Arrowcroft Road. A response was awaited from the District Maintenance Engineer as to the presence of pooling. (v) Skip, Heath Bank. It was noted this skip remained in situ. (vi) Complaints by Mr Fenwick. There was nothing further to report at this stage. (vii) condition of verge, Guilden Sutton Lane. A response was awaited from the District Maintenance Engineer as to the concerns raised by Cllr Armitage with respect to the condition of the verge and carriageway on Guilden Sutton Lane at the parish playing field in the vicinity of works carried out by Dee Valley Services. (xiii) SLOW marking, Guilden Sutton Lane. The disturbance to the red SLOW marking at the same location had been referred to the District Maintenance Engineer (ix) SLOW marking, Belle Vue Lane. The condition of these markings had been 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 had been made by the Chairman and Clerk which had disclosed a number of faults. These had been reported.

## 8 Finance

### (i) income:

Bank of Scotland (31 March)	£	9.67
Scottish Widows account 4 January 2005	£	213.74
1 April 2005	£	180.66
Donation Wreath (2004)	£	16.50
Chester City Council Precept 05/06	£	12,000.00
Play area grant	£	4,500.00
Double taxation grant	£	710.00

### (ii) Payments

Play and Leisure Part payment	£10,000.00 (confirmation of Chairman's action.)
Mrs R Mort playing field rent	

April – June £ 137.50 (confirmation of Chairman's action.)

ChALC  
 Subscription 2005/06 £ 241.19  
 Local Council Review £ 26.00  
 £ 267.19

ChALC  
 Finance training £ 20.00

Chester City Council  
 Half year car park rates £ 269.05

Mid Cheshire Ftpth Soc  
 Subscription 2005/06 £ 8.00

North Wales Newspapers  
 Newsletter distribution £ 20.97 (VAT £3.12)

Allianz Cornhill  
 premium 05/06 £ 1,176.26 (to note at this stage.)

CPRE  
 subscription 05/06 £ 25.00

Clerk:

Salary  
 Jan – Mar 05 £ 750.00

Chain  
 (playing field gate) £ 6.46  
 mileage  
 70@40p £ 28.00  
 £ 34.46

Proposed by Cllr Paterson  
 seconded by Cllr Bayton and agreed

(iii) Balances:

Bank of Scotland  
 (31 March) £12,194.60

Scottish Widows  
 (16 March) £ 8,000.21\* (Total withdrawals £12,500.)  
 (1 April) £ 8,180.87

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

(v) \*Transfer. The Clerk confirmed that in view of the balances within the current account, he had

transferred £10,000 from the Scottish Widows account to the Bank of Scotland account to meet the payment to Play and Leisure. Action: noted.

(vi) Banking arrangements. The Clerk suggested that under the regime in which responsibility for the Council's finances were owned collectively by each Member, it might be appropriate for the Chairman and Vice Chairman from time to time to be mandated to sign cheques on behalf of the Council should that not already be the case.

(vii) Insurance. The Clerk reported the receipt of an invitation from the Council's insurers to renew in the sum of £1,126.76. He would examine the documents and circulate the papers to all Members for their consideration. The renewal date was 1 June 2005. Action: Clerk to circulate renewal documents to All Members.

9 Environment services: (i) amenity cleansing. The Clerk was inspecting footpaths where additional cleansing following the Autumn fall might be of benefit. The need for a litter pick on parts of Guiden Sutton Lane would also be considered. Any further action would be agreed with the Chairman and Vice Chairman (ii) dog fouling. The approach by Summerfield House as to dog fouling on the dingle footpath and in the dell had been referred to the dog warden. (iii) litter bins. There was nothing further to report at this 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) Tree Wardens. A note referring to the new wardens would be included in the newsletter. (ii) Overgrown hedges. A list was being prepared by Cllr Fisher of overgrown trees and shrubs causing obstruction to the highway. (iii) Donation. The Clerk reported the receipt of an acknowledgement from the Cheshire Landscape Trust for the agreed donation of £50. (iv) request to fell, Treetops, School Lane. Cllr Bayton reported further that the Sycamore had been suffering from rot. (iv) hedge, School Lane. A Member reported the planting of a new boundary hedge at a property adjoining the bus shelter and believed that unless kept under control, it could become a nuisance.

11 Cheshire Association of Local Councils. (i) Terms and conditions. See minute 29. (ii) Chester Area Meeting, 30 March 2005, nomination for a second Standards Cttee member. It was noted that Cllr Brian Kerr, Saughall and Shotwick Park, a former national chairman of the National Association of Local Councils, had been nominated. (iii) Membership of the Association. The Clerk reported the receipt of correspondence from Cllr R M Armitage, Chairman of the Chester Area Meeting, as to the value of membership of the Association.

12 Chester City Council (i) review of the financial arrangements with Parish Councils. Further to the City Council decision to make a payment of 50p per head as a first step to help reduce the inequalities of double taxation in the parished areas of the district, the Clerk reported the receipt of correspondence, dated 7 April 2005, from the Strategic Director (Resources) as to the basis of the grant and the most common concurrent functions. Action: noted. (ii) Goway North Area Committee. (a) meeting, Thursday 10 March, 2005. Members reported. It was noted the closing date for the receipt of completed applications for grants for 2005/06 would be Wednesday 20 April. Following a request of by Cllr Hughes, it was agreed the Parish Council would support an application for grant towards the cost of providing equipment within the Village Hall. It was further agreed in principle that the Parish Council would make a contribution of 10%, equivalent to an estimated £350. This was proposed by Cllr Armitage, seconded by Cllr Bayton and agreed. (iii) Parish Liaison Officer. The reference to the fact that Area Committees would remain the day-to-day point of contact for business between the City Council and Parish Councils was being raised with the Parish Liaison Officer.

13 Cheshire County Council. Local Transport Plan. It was noted the deadline for submissions was Friday 29 April, 2005. A brief would be supplied to the Clerk by Cllr Armitage. It was further noted the extension of the cycle way to Mickle Trafford and Guilden Sutton did not appear in of the document.

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. (a) Reorganisation of local policing. PC R Boulton, being present, advised the Council that under the reorganisation he was transferring to Malpas. Guilden Sutton Parish would be covered by PC Mal Baker who was at present responsible for Mickle Trafford ward. The Council congratulated PC Boulton on his appointment and wished him every success in his new position. PC Boulton was also thanked for his considerable contribution to the policing of the parish during his time. It was agreed that contact numbers for the Police should be included in the newsletter when these were known.

18 Newsletter. The Clerk indicated a newsletter would be issued prior to the annual parish meeting and the annual meeting of the Council.

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

20 Bulb planting. A plan of the planting would be prepared by Cllr Fisher.

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

22 Primary School. Cllr Fisher reported a head teacher had been appointed and would take up her position in September 2005. Cllr Proudlove referred to fund raising for the provision of equipment for the school. It was provisionally agreed that the Parish Council should meet 10% of the estimated cost suggested by Cllr Proudlove, subject to confirmation of the equipment to be provided and the Council's powers.

23 Parish noticeboards. The contractor was being informed of the acceptance of the agreed specification for the proposed replacement noticeboard at Guilden Sutton Lane.

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. A site meeting with the City Council access officer was awaited.

26 Members information items.

Twinning. Cllr Proudlove reported the receipt of correspondence from Messrs J Spencer and B Dacre requesting the Parish Council to twin with Chililabombwe, a small town in Zambia close to the border with the Congo. Messrs Spencer and Dacre were seeking an invitation to discuss the proposal with the Council. Action: Correspondence to be circulated to all Members

for further consideration.

27 Information Correspondence.

The Standards Board for England: a code for the future, consultation responses required by 17 June 2005.

defra: Broadband to rural communities; Quality parishes and parish planning.

Cheshire Rural Recovery Programme people and communities grant.

Mid Cheshire Footpath Society, AGM, Wednesday 13 April 2005; annual report.

ChALC: Newsletter 101, April 2005; Parish and town councils Member allowances; The Northern Way/regional spatial strategies.

Chester City Council: Highways and Transportation Local Joint Committee 24 March, Council, 30 March, Standards Committee 14 April; Parish Council services contact officers; burial grounds survey 2005, Past Uncovered February 2005, North West in Bloom (response due end April)

Cheshire County Council: Cheshire West local health scrutiny committee 7 April; Cheshire Matters March 2005.

CPRE: Countryside Voice Spring 2005; Fieldwork March 2005

Chester Council for Voluntary Service: Volunteer Voice Spring 2005, Chester District Voluntary and Community Sector Network Bulletin No. 7.

Chester Volunteer Bureau: Volunteer Voice February 2005.

Brian Harrison [Investigations] Ltd: gathering of evidence re antisocial behaviour.

Trafalgar Weekend 21-23 October, 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 Clerk's terms and conditions. (in the absence of the Clerk.) The Council noted changes to the national terms and conditions for the employment of Clerks. The detail would require further consideration. The Clerk was informed of the position and indicated he was more than happy with the manner in which the matter was being progressed.