

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 25 July 2005 in Guilden Sutton Village Hall

Chairman: Cllr P M Paterson

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

In attendance: Cllr R E Parkin, Mickle Trafford and District, (Chairman of the Cheshire Association of Local Councils,) City Cllr B J Bailey, County Cllr J E Burke.

Public Speaking Time

There was no public speaking.

1 Apologies: Cllr J Proudlove, 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.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 20 June 2005. The minutes of the ordinary meeting of the Council held on Monday 20 June 2005 were proposed by Cllr Hughes, seconded by Cllr Armitage and agreed subject to the addition of:

(a) the name of City Cllr J R Boughton to those listed as being in attendance.

(b) 'Advice would also be sought from the City Council as to how the Parish Council could monitor the performance of the contract against specification'

after 'in due course' in minute 5 (iv) grounds maintenance.

(iii) Dates of future meetings: These were confirmed as 12 September, 10 October, 7 November, 12 December 2005. The dates of meetings to take place in the period January - July 2006 together with those proposed for the period September - December 2006 would appear in the agenda for the September meeting.

(iv) Revised procedure for the acceptance of apologies. The Clerk reported further on this matter which had arisen as a best practice issue during his training

courses. The advice was the reason for a Member's apology should be specified and accepted by the Council and recorded in the minutes in order to avoid the prospect of disqualification should a Member not attend for a period of six months without the reasons being so accepted. **Action: Revised procedure to be implemented from the September meeting.**

(v) Minutes. The Clerk reported on this best practice issue which had arisen during his training courses. It was noted the minutes were intended to be a formal record of the official acts and decisions of the Council and should not include reports of speeches made by Members. They should be as short as was consistent with clarity and accuracy and the arguments used in the discussion need only be recorded if the decision could not be clearly expressed in any other way. In addition, short minutes were less likely to be defamatory than long reports. **Action: best practice note to be circulated by the Clerk for further consideration at the September meeting.**

(v) Arrangements for urgent decisions during the recess. It was agreed that any urgent decisions should be taken by the Chairman and Vice Chairman consulting as necessary with other Members if available.

(vi) Quality Parish Council status. The Chairman would report further in due course following her attendance at the seminar organised by the development officer of the Cheshire Association of Local Councils.

3 Planning:

(i) New applications

04/01397/FUL dwelling and garage adjacent to property at Church Farm, Church Lane CH3 7EW for Mr D Tennant. The Clerk reported the application was to be considered by the City Council's planning board on Wednesday 27 July 2005 with a recommendation that it should be approved.

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 Clerk reported on the site meeting he had attended with five representatives from T Mobile and their agents. Concerns raised by the Council had been rehearsed to which the applicants had responded. Cllr Hughes believed the number of objections represented a fair proportion of those residents who would be most directly affected. A copy of the code of best practice on mobile phone network development issued by the Office of The Deputy Prime Minister was helpfully provided by City Cllr B J Bailey. **It was proposed by Cllr Armitage, seconded by Cllr Hughes and agreed that the request for a public meeting should be confirmed.**

05/00971/FUL corn/grain shed at Tile Farm, Wicker Lane, CH3 7EL for Mr and Mrs S Arden. Cllr Hughes reported. Copies of objections had been received from a number of occupiers on Wicker Lane. Although the applicant had indicated there could be fewer traffic movements, Cllr Hughes believed the Council should object due to the likelihood of an increase in the amount of traffic. Cllr Fisher referred to the height of the proposal which was necessary due to the scale of equipment

used by the applicant. Cllr Armitage believed an objection could be raised due to the damage caused to the highway by heavy goods vehicles and equipment travelling to and from the farm. **It was agreed an objection should be raised due to the harm to the Green Belt arising from the height of the proposed store and the effect of increased traffic on the residential amenity that occupiers on Wicker Lane could reasonably expect to enjoy and on the condition of the carriageway. The Traffic Commissioner would be requested to investigate the number of vehicles operating from the farm.**

05/01007/FUL temporary storage at Chespack, Chester House, Methodist Church, Hare Lane, Pipers Ash for Mr G Parr. It was noted this application was retrospective and was sited within the Green Belt. Inquiries would be made by the Clerk as to the extent of consultation given the application site was on the boundary of Guilden Sutton and Great Boughton. **It was agreed the Council should object on Green Belt grounds.**

(ii) Decision notices.

05/00561/FUL single storey side extension at 11 Fox Cover CH3 7HH for Mr D Hancock. **Planning permission.** No windows to be inserted in the south west facing elevation without planning permission to safeguard the privacy of both the occupants of adjacent properties and the development.

05/00575/FUL two storey extension to side at The Courtyard, 8 Wicker Lane, CH3 7EL for Mr and Mrs B Holyoak. **Planning permission.**

05/00679/FUL porch extension at 11 Orchard Croft CH3 7SL for Mr D Heaton. **Planning permission.**

05/00806/FUL single storey side and rear extension 6 Orchard Croft CH3 7SL for Mr Hindley. **Planning permission.** No windows shall be inserted in the west facing elevation without planning permission to safeguard the privacy of both the occupants of adjacent properties and the development. at

(iii) General: (i) Village Design Statement/Parish Plan. The Council received an informal presentation from Cllr R E Parkin, Mickle Trafford and District, (Chairman of the Cheshire Association of Local Councils,) on the process followed in Mickle Trafford and District. It was noted that previous work on a Village Design Statement had made it easier to proceed to the Parish Plan. City Cllr B J Bailey kindly agreed to obtain copies of published plans to supplement those already acquired by the Council and expressed a wish to be involved in the Parish Plan process should this proceed.

4 Parish car park.

See minute 5 (iv) grounds maintenance beneath.

5 Leisure Services.

(i) Playing Field (a) repairs to basketball net mesh. The Clerk would make further efforts to identify a contractor willing to carry out the necessary repairs. (b)

Replacement goal posts/nets. Cllr Young reported on the cost of replacement five a side size goal posts which were £284 each. In the short term, it was agreed that Cllr Young be authorised to proceed with the purchase of goal post nets, subject to the agreement of the Chairman and Vice Chairman, at a cost not exceeding £100. (c) clearance of ditch. It was not known if the additional maintenance requested from Gresty had been completed although strimming had been carried out.

(ii) Play Area

(a) improvement scheme. The Clerk reported the necessary response had now been received from the contractor as to the post installation safety inspection. Repairs had also been completed to the safety surfacing. It was agreed the final stage payment should now be made and the final inspection and release certificate should be signed subject to the agreement of Cllr Proudlove. (b) CCTV protocol. The Clerk was to visit the CCTV manager at the Town Hall on Wednesday 27 July, 2005. An approach would be made to the primary school in September as to the possible extension of the equipment.

(iii) Public Footpaths: (a) It was not known what action, if any, had been taken in relation to the concerns reported by Cllr Fisher as to the post at the beginning of Oxen Lane and areas around the stiles at the Oxen Bridge and adjoining fields which had been referred to the maintenance officer and to the Parish Paths Warden. Cllr Fisher reported further that the highway sign to Guilden Sutton 7/ Mickle Trafford 1 on Guilden Sutton Lane appeared to be missing. It was further noted the Longster Trail sign in the vicinity of the Bird in Hand had snapped off at the base. (b) footpath no 7, status. The Clerk reported he had made an application to the highways and transportation local joint committee, by means of public speaking time, for a traffic regulation order to be taken. A report was to be prepared by officers. The chairman of the committee had described the issue as complex. (c) The Clerk reported the receipt of a complaint from a resident as to the condition of the style on Mickle Trafford 1. This had been referred to the maintenance officer and to the parish footpath warden. The maintenance officer had indicated there were no powers to require the work suggested by the complainant with which the warden had concurred.

(iv) Grounds Maintenance: contract. The Chairman reported further, particularly on the issue of the Council's wish for urgent work to be taken to restore the parish car park to specification. The Chairman indicated the client side manager, to whom she had spoken as to the Council's concerns, had visited the parish with the contractor to ensure the contractor was aware of the extent of the work covered by the contract. The play area hedge was to be trimmed as soon as possible. Cllr Fisher indicated he had referred an additional area of public open space to the contractor.

(v) Public Seats. The Council's request for agreement to be given for public seats to be located in the amenity areas at the dell and Fox Cover was being considered by the City Council.

(vi) Landscaping, Fox Cover. Cllr Bayton expressed some disquiet at the grounds maintenance contractor dealing with this area.

(vii) Provision for youth: Cllr Young reported further. Young people had indicated the facilities they would wish to see. A contractor was to suggest what might be possible and provide costings.

6 Public transport.

(a) Revisions by ChesterBus. The Clerk was contacting Mr Stuart Hyslop, Managing Director, ChesterBus, as to the methodology to be employed in calculating passenger numbers on the 0900 service to Chester. This would recommence on Monday 25 July 2005 on a use it or lose it basis although it was noted this would be immediately prior to the imminent holiday period. (b) Service 80. The Clerk responded to a question from City Cllr Bailey as to the advice which had been received with respect to the concerns raised about this service. (c) bus stop, A51. The Clerk had been informed by the County Transport Co-ordination Service that the bus stop sign on the A51 near the junction with Wicker Lane would be reinstated although without a red patch within the carriageway. (d) Service, Oaklands. Concerns expressed by Cllr Hughes that buses on Oaklands were not stopping by the kerb making it more difficult for less mobile passengers would be referred to Mr Hyslop.

7 Highways:

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

(ii) Local matters. Highways: (i) speed matters. The City Council had kindly provided an analysis of the results of the use of the speed indicator device during the week commencing Tuesday 13 June. It was noted the equipment had been booked for the week commencing 12 September, 2005. The suggestion by Cllr Hughes that the 30mph signs at the approach to the parish playing field should be replaced by signs with a yellow border in order to reinforce the limit had been referred to the highway authority. Cllr Hughes was considering the possibility of the Council supporting the Community Speed Watch and Set The Pace campaigns and would report further to a later meeting. (ii) SLOW markings/erosion of verge/volume of HGV traffic, Wicker Lane. An approach had been made to the highway authority as to the current position. A response was awaited. (iii) Complaints by Mr Fenwick. There was nothing further to report at this stage as to the outcome of the promised inquiries by the highway authority into the planning position. (iv) condition of verge, Guilden Sutton Lane. A site meeting attended by the Clerk had disclosed that remedial work was to be expected to the carriageway and verge in the vicinity of the parish playing field. (v) SLOW marking, Guilden Sutton Lane. The site meeting attended by the Clerk would lead to a further white SLOW marking being provided on the approach to the village closer to the former primary school. (vi) SLOW marking, Belle Vue Lane. Agreement had been reached at the site meeting that these markings would be reinstated as would the markings at the junction of Belle Vue Lane and Guilden Sutton Lane. (vii) basal growth. The District Maintenance Engineer was being asked to deal with basal growth on highway trees at the junction of Oaklands and School Lane.

(iii) Lighting. (i) A 41. A response was awaited from the highway authority. (ii) Faults had been reported affecting lights 12, 20 and 22 on Oaklands.

8 Finance:

(i) Income:

Bank of Scotland:

Interest (31 May) £ 27.47

Scottish Widows

Interest (1 July) £ 85.26

VAT

Repayment 03/04 - 04/05 £ 5,004.39

Chester City Council

Lengthsman grant 03/04 £ 1,080.00

Allianz Cornhill

Slide claim £ 1,975.00

(ii) Payments.

Chester Standard

Newsletter distribution £ 20.97 (inc VAT £3.12)*

Chester City Council

2nd half year business rate £ 269.00

Play and Leisure

Final stage payment £ 3,591.13

D Tubman

internal audit £ 40.00

Clerk:

Salary

1/4/05 - 30/6/05 £ 908.25

Mileage

114@40p £ 42.40

Proposed by Cllr Hughes
seconded by Cllr Astbury
and agreed.

* subject to confirmation

(iii) Balances:

Bank of Scotland (16 June)	£15,393.13
Scottish Widows (1 July)	£ 8,266.13

(iv) Report on contingency payments. There were no changes since the previous report.

(v) Mandates. It was noted a mandate was being completed to include the Chairman, Cllr P Paterson, as an authorised signatory.

(vi) Audit 2004/05. The Clerk reported the internal audit had been completed satisfactorily. He presented the annual return and supporting notes, previously circulated for detailed consideration, including a formal risk assessment for confirmation. It was agreed the annual return should be signed. The Council noted that if it so wished, a Member of the Council could carry out an informal internal audit, perhaps on a quarterly basis

(vii) Insurance 2005/06 The application to increase the Fidelity insurance limit to reflect the Council's balances would be completed in due course. Further consideration would be given to a number of individual elements within the insurance.

9 Environment services: (i) amenity cleansing. There was nothing further to report at this stage (ii) dog fouling. There had been no further communication from the Dog Warden as to his proposed early morning patrols. (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) maintenance work, the dell. A site meeting had been held with officers of the City Council and Members of the Parish Council at which the Council's concerns had been rehearsed. Responses had been made. (ii) replanting, the dell. This had been agreed between the City Council's Tree Officer and the Parish Tree Warden (iii) TPO copse, Tile Farm, Wicker Lane. The Clerk reported he had ascertained the copse within which the proposed T Mobile installation was to be erected had been covered by a TPO. (iv) overgrown hedges. With reference to Members' concerns as to a number of hedges within the parish which were obstructing adjacent footways and to the suggestion there should be a reduction in the height of the hedge at the rear of the Village Hall, the Clerk had approached the appropriate landowners where these could be identified.

11 Cheshire Association of Local Councils. (i) Chester Area Meeting 29 June, 2005. It was noted with pleasure that Cllr R M Armitage had been re-elected Chairman of the Chester Area Meeting with the Clerk, Mr D J Norbury as Honorary Secretary (ii) annual meeting 13 October 2005. It was agreed a motion should be submitted requesting the County Council not to pursue any further orders to upgrade the status of footpaths to byways open to all traffic in view of the impending change in the legislation.

12 Chester City Council (i) Gowy North Area Committee, Thursday 7 July, 2005. The Chairman and Members, with the Clerk, had attended. (ii) Chester District Debate Wednesday 13 July, 2005. It had not been possible for the Council to be represented.

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: ward walk 15 July 2005. Cllrs Fisher and Hughes reported. It was noted that PC Baker was making contact with individual Members and was in regular communication with the Clerk. Members remained of the view they would welcome P C Baker being able to attend meetings of the Parish Council.

18 Newsletter. A draft newsletter was circulated and would be issued in August

19 Memorial garden. There were no action items to report at 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. There was nothing further to report at this stage.

23 Parish noticeboards. The replacement noticeboard at Guiden Sutton Lane was in situ. The need for the repainting of the other noticeboards within the parish having been identified at the previous meeting, it was agreed that estimates should be sought by the Clerk for the repainting of each board.

24 Withdrawal of telephone kiosks. (i) Church Lane. Inquiries by the Clerk had confirmed the kiosk in Church Lane was to be withdrawn. Further representations would be made as to the possible retention of the kiosk on a cashless basis as proposed for Hill Top Road.

25 Twinning. The Chairman and Clerk reported further. Mr Spencer was agreeable to the principle of the issue being raised at an opportunity which might become available to bring in the Parish Plan proposal and other issues of community interest which overall could attract a wider audience. (see beneath.)

26 Members information items.

Community drop in. The Chairman and Clerk reported on the possibility of initial inquiries being made as to a community drop in, possibly taking place on Monday 19 September, 2005 between 3pm and 7pm, at which information could be available on issues such as the Parish Plan and the twinning proposed by Mr Spencer . It might also be possible to involve the police, fire service and Project

Rural Matters. It was agreed this should be pursued.

Project Rural Matters. Referring to an event he had attended, Cllr Fisher indicated a sheet was available describing community safety activities in the rural area.

27 Information Correspondence.

Cheshire Association of Local Councils:

Training update

Planning seminar Wednesday September 14, 2005, Civic Hall, Middlewich.

Local Council Review July 2005

Chester City Council:

Highways and Transportation Local Joint Committee Thursday July 14, 2005

Council meeting Wednesday July 20, 2005.

Policing:

Chester Police Forum Monday July 11, 2005

Safer communities in Cheshire.

National Lottery Awards.

Clerks and Councils Direct July 2005.

Matters considered in the absence of the press and public

28. Enforcement. (i) Noise issue. City Cllr Bailey referred to a complaint. The Clerk indicated enforcement officers were already aware of the situation. Reference was made to the importation of materials in connection with the issue. This would be brought to the attention of the County Council.

29 Clerk's terms and conditions. There was nothing further to report at this stage.