

## **Guilden Sutton Parish Council Minutes of the ordinary meeting of the Council held on Monday 9 January 2006 in Guilden Sutton Village Hall**

Chairman: Cllr R M Armitage

Present: Cllrs Armitage, Bayton, Hughes, Young.

In attendance: City Cllr J R Boughton

Public Speaking Time.

There was no public speaking.

1 Apologies: Cllr P M Paterson, Cllr P Astbury, Cllr D Fisher, City Cllr B J Bailey, County Cllr J E Burke, PC M Baker.

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 Hughes declared a personal interest in application 05/02058/FUL ground floor front and first floor side extensions, 31 Oaklands CH3 7HE for Mr Harding (amended) in that the applicant had been a contractor to Guilden Sutton Community Association of which Cllr Hughes was Chairman.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 12 December 2005. The minutes of the ordinary meeting of the Council held on Monday 12 December 2005 were proposed by Cllr Hughes, seconded by Cllr Armitage and agreed.

(iii) Dates of future meetings: 6 February, 6 March, 3 April, 8 May, 12 June and 17 July, 2006.

(Provisional) 11 September, 9 October, 6 November and 11 December, 2006.

(iv) Quality Parish Council status. There was nothing further to report at this stage.

### 3 Planning.

#### (i) New applications.

05/00971/FUL corn/grain shed, Tile Farm, Wicker Lane, CH3 7EL for Mr and Mrs S Arden. Decision awaited.

05/01853/FUL ground floor front and first floor side extensions at 31 Oaklands CH3 7HE for Mr Harding. The Clerk reported the receipt of notification, dated 20 December 2005, that this application had been withdrawn. **Action: noted.**

05/01976/FUL single storey rear extension, 117 Oaklands, CH3 7HG for Mr and Mrs S Parkyn. It was understood the application had been withdrawn. A request had been made for the Council to be reconsulted should amended plans being submitted.

05/02058/FUL ground floor front and first floor side extensions, 31 Oaklands CH3 7HE for Mr Harding. (amended) Cllr Bayton reported the application now included a 2m set back on the first floor with the extension extending to the boundary.

Concerns remained about terracing and the effect of the proposal on the local distinctiveness of the Oaklands estate. A further objection had been received from Mr B and Mrs M Clayton, 2 Orchard Croft.

City Cllr J R Boughton indicated he had requested the application should be called in if recommended for approval.

It was agreed an objection should be made citing the harm to the local distinctiveness of the Oaklands estate and previous proposals involving nearby dwellings which had been refused or had required significant amendment to avoid such harm. The effect on the residential amenity which the occupiers of 2 Orchard Croft could reasonably expect to enjoy would also be included.

05/02071/FUL rear extensions 5 Oaklands CH3 7HE for Mr and Mrs J Parry. Further inquiries would be made by Cllr Hughes.

05/02080/FUL conservatory at 38 Cinder Lane CH3 7EN for Mr Shorter. Further inquiries would be made by Cllr Young.

6/05/02107/CPO rationalisation of depot including construction of vehicle maintenance facility, two mobile office units, provision of CCTV, lighting columns and replacement fencing, refuelling facility, lorry parking bay, office parking, new ramp and roundabout. The Clerk reported the receipt of this amended application, by notification dated 5 January 2006, which deleted any reference to the rear access. Further inquiries would be made by Cllr Bayton.

(ii) Decisions:

05/01776/FUL first floor side extension, 2 Guilden Sutton Lane, CH3 7EY for Mrs L Wilson. **Planning permission.** Informative that the permission and previous permissions represented substantial extensions to the dwelling and any proposals for further extensions were unlikely to be given permission unless an overriding case was made out.

05/01781/FUL extension, 38 School Lane CH3 7ET for Mr R Walters. **Planning permission.** Informatives re no consent for encroachment beyond the site boundary and that the permission authorised substantial extensions to the dwelling and any proposals for further extensions were unlikely to be given permission unless an overriding case was made out.

(iii) General: (a) Village Design Statement/ Parish Plan. To decide the date of a pre meeting. This would be revisited at the February meeting (b) Correspondence per Barrow Parish Council. The Clerk reported the receipt, by letter dated 17 December 2005, of correspondence from Barrow Parish Council seeking information on any problems encountered in relationships with the local planning authority. It was agreed that Barrow Parish Council should be informed the Council welcomed the provision of officer's reports submitted to planning board in relation to applications within the parish but believed that advice as to the reasons why decisions were taken against the Council's recommendation should be provided on a more consistent basis. **Action: The Clerk.**

(iv) Strategic planning. There was nothing further to report this stage.

4 Parish car park.

Further to the request for the use of the parish car park on 6 January, 2006 for a removal container during the hours of 9.00am and 2.00pm, in order to avoid obstruction to Church Lane, the Clerk had sought a suitable indemnity. This had not been provided but it was understood the proposed use had not taken place.

5 Leisure Services.

(i) Playing Field (a) clearance of ditch. The completion of the proposed work by Mr Gresty was awaited.

(ii) Play Area (a) CCTV protocol. A protocol was being prepared by the Clerk. (b) inspection check list. A response was awaited from the suppliers as to the condition of the benches. Cllr Hughes reported that a litter pick by the contractor on New Year's Eve had disclosed a quantity of bottles and broken glass. It had been necessary for the contractor to sweep and clean the safety surfacing.

**Action: PC Baker to be informed.** (c) annual independent playground inspection. Cllr Armitage referred to a recommendation that a notice should be provided indicating the name and telephone number of the site operator. A 'no dogs' sign should also be provided. **Action: contact details for the Council to be displayed in the Summerfield Road noticeboard.** (d) It was noted a response to consultation by Chester City Council relating to the development of a play facility policy and strategy for Chester district was due by Friday 13 January 2006.

(iii) Public Footpaths (a) (i) Footpath No. 7 public inquiry. A copy of the Inspector's decision was being forwarded to Cllr Hughes by the Clerk. Notification was awaited of the proposed modifications to the order. A response was awaited from the Public Rights of Way Unit to the Clerk's request for the Council to be involved in any survey of the route by officers to determine the extent of any work which might be necessary, including the removal of stiles and fences. **Action: noted.** (ii) application for traffic regulation order. There was nothing further to report at this stage. (b) replacement signs. The Clerk was ascertaining the cost of the replacement posts and signs required at Oxen Bridge, the Bird in Hand and Guilden Sutton Lane which the Council had agreed to fund. (c) draft rights of way improvement plan 2006 - 2011. A response would be prepared on the basis of information kindly supplied by Cllr Armitage. This would include support for the extension of the Millennium Pathway to Mickle Trafford and Guilden Sutton. **Action: The Clerk**

(iv) Grounds Maintenance: contract. The Clerk was awaiting the outcome of his request for an assurance from the City Council that the work detailed in the specification had been carried out, pending approval of payment of the invoice received. **Action: noted.**

(v) Public Seats. The provision of seats would be revisited at an appropriate point following the response from the City Council that no seat would be permitted in the Fox Cover amenity area on historical grounds and any provision in the dell should be subject to consultation with all adjoining neighbours and would not proceed in the event of objection.

(vi) Landscaping, Fox Cover. This was said to be in a very good condition.

(vii) Provision for youth. Cllr Young remarked that the appropriate moment for the Council to become involved in the direct provision of facilities would be at such time as land became available as at present there were no suitable sites. It was understood the club proposed by Mr Spencer and Mr Dacre could open shortly. Inquiries would be made as to any appropriate support the Council might be able to give.

6 Public transport. (i) ChesterBus (a) 0900 to Chester. The Clerk reported on the recent patronage of this service. It was noted that the timing of the last return bus to Guilden Sutton at 1705 from Foregate Street precluded the use

of public transport for those whose employment in Chester covered the normal working day. (b) alighting/boarding Oaklands. The Clerk reported that on using the service, the driver had used his best endeavours to park as close to the kerb as possible to assist elderly passengers. (c) Consultation on a proposed bus strategy for Cheshire. An appropriate response would be made based on information kindly provided by Cllr Armitage.

## 7 Highways:

### Highways

(ii) local matters: (a) speed matters: indicator w/c 17 October 2005, Community Speed Watch, Set the Pace, Western Rural NPU trailer. Further to the suggestion by Cllr Proudlove that a publicity campaign should be launched in the winter term through the school, with the assistance of PC Baker, to raise awareness of speed issues, inquiries were being made by the Clerk as to the material and advice which might be available from the county road safety unit. Cllr Hughes indicated a further analysis of the data derived from the use of the equipment earlier in the Autumn had revealed a similar pattern to that which had emerged from the more recent use of the equipment. A response was awaited to 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 which had been referred to the highway authority. (see further beneath.) 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 future meeting. It was not yet known if the Western Rural NPU trailer would be deployed within the parish. Further inquiries would be made by the Clerk as to the possibility of purchasing high visibility clothing for those residents who wished to take advantage.

(b) Wicker Lane. (i) The completion of the proposals for lining and signing from the vicinity of Cinder Lane to Station Lane was awaited. (ii) condition/provision for pedestrians. Continuing efforts were being made by the Clerk to secure a dialogue on the issues referred to during public speaking time. The Clerk was instructed to refer the matter to the County Engineer should progress not be possible. **Action: The Clerk.** The issues to which Cllr Proudlove had drawn attention which had been taken elsewhere in the country would be revisited at a future meeting. (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) boundary sign. A response was awaited to the Council's offer to the highway authority to meet 50% of the cost of a village boundary sign towards the A51. (c) gateway treatment, Guilden Sutton Lane - red patch SLOW marking, high visibility 30mph signs. A response was awaited following the renewed approach to County Cllr J E Burke on the basis the scheme at Wicker Lane would protect two of the three principal approaches to the village, leaving Guilden Sutton Lane less protected at the approach to the playing field. (d) fingerpost sign

School Lane/Station Lane. Damage to this sign, reported by Cllr Armitage, had been repaired by the contractor including additional work to prevent a recurrence. (e) Condition of the footway. The concerns expressed at the condition of the footway at two locations on Oaklands and Hill Top Road would be revisited at a future meeting. (f) markings, Guilden Sutton Lane. The issue raised by Cllr Astbury had been referred to the Area Maintenance Engineer. The markings were understood to relate to proposed works by the water company.

(iii) Lighting. (i) A 41. A response had been received to the Council's request for street lighting to be installed on the A41 between the Hoole Hall Roundabout and the existing lighting on the dual carriageway. This was not possible due to an absence of funding. Members believed the issue should be referred to County Cllr J E Burke. **Action: The Clerk.** (ii) A fault would be reported in Fox Cover. (iii) School Lane. A gap in the lighting in School Lane would be referred to the highway authority.

8 Finance:

(i) Income:

Bank of Scotland:

Interest (30 November)	£	20.91
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Scottish Widows

Interest (3 January)	£	82.92
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(ii) Payments

Chester City Council  
grounds maintenance  
(part year)

£	678.50 (includes VAT £101.05)*
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Mrs R Mort

Playing field rent

January - March 06	£	137.50
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NWN

Newsletter distribution	£	20.97 (includes VAT £3.12)
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Clerk

Salary

October - December 05	£	908.25
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Additional hours

April 05 - March 06	£	500.00
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BOAT order		
Autumn 03 - date	£	500.00
Mileage (December)		
16 @ 40p	£	6.40
Parking	£	1.20

\* payment deferred

proposed by Cllr Hughes  
seconded by Cllr Armitage  
and agreed

(iii) Balances:

Bank of Scotland (30 November)	£14,522.70
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Scottish Widows (3 January)	£ 8,433.04
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(iv) Report on contingency payments. There had been no change.

(v) Audit: (a) Informal Member Audit. The Clerk was preparing accounts for the first six months of the current financial year for consideration by Cllr Hughes. **Action: The Clerk.** (b) external. The notice of conclusion of the audit was to be displayed.

(vi) Insurance 2005/06. Estimates would be sought from the insurers as to the cost of increasing the fidelity limit to £30,000 or £27,500 respectively. Further consideration would be given to a number of individual elements within the insurance.

(vii) Banking facilities. The Clerk was reviewing alternative providers of a suitable current account to enable this to be operated from the post office.

(viii) General. (a) Payment of duplicate affiliation fee (£14) to the Cheshire County Playing Fields Association. Reimbursement was awaited.

(ix) Budget 2006/07. The Clerk reported advice from Chester City Council that the tax base for the parish had been calculated at 642.9 band D equivalent properties. The Council visited detailed information circulated in advance of the meeting describing expenditure against budget in the current year, the forecast balances at 31 March 2006 and a proposed budget. Expenditure in 2006/07 was considered on a line by line basis together with associated issues. It was proposed by Cllr Armitage, seconded by Cllr Hughes and agreed that a budget of £14,575 should be approved and that the precept



should be held at £12,000 with the balance being derived from expected income. The anticipated year end balance was £12,500. The revised budget details would be circulated by the Clerk. **Action: The Clerk.**

9 Environment services: (i) amenity cleansing. Cllr Hughes expressed concern that the requested amenity cleansing at a number of locations in the parish including the steps from Cinder Lane to Church Lane, public footpath No 2, the path from Oaklands to Orchard Croft, the path at the rear of Orchard Croft and the accesses either side of the A55 bridge on Belle Vue Lane together with the access to Belle Vue Path had not taken place. **Action: The Clerk.** (ii) dog fouling. (iii) litter bins. (iv) lengthsman. (v) sewers. There were no action items to report under these headings.

10 Trees and hedges. (i) Hedge, rear of Village Hall. Action had been taken by the Community Association to reduce the height of the hedge. This was welcomed. (ii) Ash, Five Ways, Wicker Lane **City Cllr J R Boughton.** There was nothing further report at this stage. (iii) Inquiries were being made by the Clerk of Mickle Trafford and District Parish Council as to its procedure for dealing with instances of trees and hedges overhanging the footway. (iv) Black Poplar, Guilden Sutton Lane. Cllr Young referred to concerns which had arisen as to a Black Poplar being felled on land adjoining Guilden Sutton Lane. **Action: Inquiries to be made by Cllr Bayton.**

11 Cheshire Association of Local Councils. (i) Motion to Annual meeting.

The Clerk had responded to the Chief Officer as to guidance which might be provided to the Executive Committee with regard to the Council's wishes concerning the motion which had been carried at the annual meeting. The Clerk had suggested the first paragraph of the motion should be amended to indicate the course of action proposed should only be taken with the agreement of the parish council concerned. (ii) Double taxation. Cllr Armitage reported that as Chairman of the Area Meeting he had requested the support of parishes in Chester district to persuade the City Council to continue to make progress to rectify the anomaly of double taxation. This would be supported by the Parish Council. (iii) Vacancy - Ethics and Standards committee, Chester City Council. The Vice Chairman, as Area Chairman, referred to a vacancy for a parish representative to the City Council's Ethics and Standards committee. A timetable had been proposed with which he did not agree and it was his intention to secure revised arrangements which would allow parishes a proper opportunity to consider any nomination.

12 Chester City Council (i) Maintenance of churchyards and burial grounds. The Clerk had progressed an application on behalf of the Parochial Church Council to secure a grant towards the costs incurred by the Parochial Church Council in maintaining the church yard. (ii) Emergency information bottles. Action was being taken by the Clerk to obtain a supply of bottles which would be distributed through the newsletter. (iii) Gowy North Area Committee. It



was noted the next meeting of the committee would be held on Thursday 2 February 2006 from 7:00pm to 9:00pm at Christleton High school. (iv) Parish Partnership Reception 2006. The Clerk reported the receipt of advice dated 1 December 2005 that the Parish Partnership Reception 2006 would take place on Thursday 2 November to avoid the half term holiday. **Action: noted.**

13 Cheshire County Council. Annual town and parish councils conference. It was noted the annual town and parish councils conference would take place on Wednesday 8 February 2006 in the Tenants Hall at Tatton Park at 7.30 pm. Light refreshments will be available from 6.30 pm. The Council was invited to send two representatives and a response was required by 20 January 2006.

14 Cheshire Community Council: (a) Affiliation to Cheshire County Playing Fields Association. See minute 8 (viii) above.

15 CPRE. There were no action items to report.

16 Health. The Clerk reported the receipt of three consultations, responses to which were due by Wednesday 22 March 2006. These covered new strategic health authority arrangements for the North West, primary care trust arrangements in Cheshire and Merseyside and boundary changes to Ambulance Service NHS trusts in the North West.

17 Policing. (i) Police force restructuring. A response was being made by the Clerk.

18 Newsletter. The Clerk hoped to issue two newsletters in the period to the end of the financial year.

19 Memorial garden. There were no action items to report other than the repairs carried out to the fingerpost sign referred to above.

20 Bulb planting. There was nothing further to report 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 Maintenance of street furniture. Estimates were being sought by the Clerk for maintenance to the noticeboards, public seats and shelter seating. **Action: Noted.**

24 Withdrawal of telephone kiosks. There was nothing further to report at this stage.

25 Twinning. The Chairman, on her return, would be requested to suggest possible dates for a meeting with Mr Spencer and Mr Dacre.

26 Members' information items.

There were no information items.

27 Information correspondence:

NALC/ChALC: Local Council Review January 2006.

Chester City Council: Parish Council services contact officers.

Cheshire County Council: Recycle for Cheshire promotion, Cheshire Countryside Events 2006, Cheshire Matters December 2005.

Cheshire CVS Voluntary Voice December 2005

A compact for Chester District

Society of Local Council Clerks: North West Regional Conference 31 January 2006

Matters considered in the absence of the press and public

28 Clerk's terms and conditions. Members gave further consideration to this issue. In the absence of the Clerk, the Council resolved to remunerate the Clerk at 0.234 full time equivalent, backdated to 1 April 1 2005. The Clerk's salary for 2005/06 would thus be £4,194, which would include the £500 on account payment agreed at the December meeting. The £500 payment for work on the BOAT issue and the payment to be agreed for work towards accreditation for QPC would be in addition to the Clerk's annual salary. The Clerk thanked Members for their consideration.

29 Newsletter. The Clerk reported the terms of an approach with respect to a reference in the newsletter which he believed would be resolved. **Action:**  
**Noted.**