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Parish Council Minutes

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 8 January 2007 in Guilden Sutton Village Hall.

Chairman: Cllr R M Armitage.

Present: Cllrs Armitage, Bayton, Brown, Fisher, Hughes, Moulton, Paterson.

In attendance: County Cllr J E Burke, PC M Baker.

Public Speaking Time

1 Apologies.

There were no apologies.

2 Procedural matters.

(i) The late City Cllr J R Boughton. The Chairman referred to the sudden death of City Cllr J R Boughton. Cllr Boughton was elected as a Parish Councillor for Guilden Sutton in May 1979 and served until he resigned in October 1988 when he moved to Edinburgh. He was Chairman for 12 months from May 1983 and again for 12 months from May 1986. On his return from Scotland he became a city councillor in May 1995. Members were invited to stand in appreciation of the work he had done as a City and Parish Councillor and as a mark of respect. A letter of condolence would be sent by the Clerk to Mrs E Boughton.

(ii) 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.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 11 December 2006. The minutes of the ordinary meeting of the Council held on Monday 11 December 2006 were proposed by Cllr Hughes, seconded by Cllr Paterson and agreed subject to the reference in minute 12 (iv) to Cllr Paterson having attended a bio diversity workshop being deleted.

(iv) Dates of future meetings.

Confirmed: 5 February, 5 March, 16 April, 14 May, 18 June, 23 July, 3 September, 1 October, 12 November and 17 December, 2007.

(v) Quality Council matters.

There was nothing further to report at this stage.

3 Planning.

(i) New applications.

Telecommunications issues:

05/00107/FUL 37.5m high lattice mast on land at Tile Farm, Wicker Lane for T Mobile. The Clerk had drawn the attention of City Cllr B J Bailey to the Council's expectation it would be informed of matters relating to this installation even if no further application was required for the changes which were proposed.

06/02060/REM detached dwelling, The Vicarage, Wicker Lane CH3 7EL for the Chester Diocesan Board of Finance. Cllr Fisher. The following response had been made:

There is no objection in principle but Members would be minded to object should the height of the proposed parsonage be higher than adjoining properties. Please confirm the position. Members wish the trees to be retained to be protected during construction and the LPA to be satisfied that the garden area to be retained for the original vicarage meets the minimum requirements.

I am asked to draw to your attention the concerns of occupiers that the sewer in Church Lane is at capacity and is surcharged during storm conditions leading to extensive flooding at the junction of Church Lane/Wicker Lane/School Lane/Station Lane.

The Clerk indicated that having visited, the case officer had requested the agent to produce a street scene illustration showing the height of the proposed parsonage and that of adjoining dwellings. It was noted this appeared to show the height of the parsonage would exceed that of neighbouring properties. Members expressed concern that if this was the case, the property would be very dominant to people living opposite. The Council had been minded to accept 2 1/2 storeys only if the dwelling was no higher than the adjoining property. Action: Further inquiries to be made by councillors Fisher and Brown.

6/02074/TPO felling of 1 no Scots Pine at Wood Farm, School Lane, CH3 7ET for Mr P Gresty. No objection had been raised. The Clerk had sought advice from the Tree Officer that the 2 no replacement Oak and 5 no replacement Scots Pine to be planted would be protected. A response was awaited.

06/02119/FUL replacement of flat roof with pitched roof to first floor bedroom, new first floor bathroom, new porch and alterations to exterior at Fairholme, Wicker Lane, CH3 7EL for Mr and Mrs D Hughes. Cllr Paterson reported. It was agreed there was no objection in principle subject to the proposed roof closest to Spring House and Kallearn House being hipped, with the height not exceeding the existing ridge height and the LPA being satisfied there would be no undue overlooking of the gardens of properties in Tilefields.

06/02180/FUL internal remodelling, integral garage to a play room and front fence line modified at 99 Oaklands CH3 7HG for Mr D Roberts. Action: Further inquiries to be made by Cllr Bayton.

(ii) Decision notices.

No decision notices had been received.

(iii) Appeal.

05/00971/FUL corn/grain shed at Tile Farm, Wicker Lane CH3 7EL for Mr and Mrs S Arden. The decision notice was awaited.

(iv) Parish Plan. The Parish Plan Steering Group had been advised of comments made by the late City Cllr J R Boughton as to the desirability of producing a Village Design Statement. It was understood a meeting of the steering group was to be called to consider the way forward with respect to the parish plan. It was agreed the letter to Mr S Arden, referred to at 7 (ii) (g) beneath might also include an invitation for him to be involved as a local businessman.

(v) Strategic planning.

Cheshire Waste Local Plan. Further to the receipt, by letter dated 8 December 2006, of advice from the County Council's environmental planning service that the responses to the Parish Council's observations on the Cheshire Waste Local Plan were now available, the Clerk confirmed that no further response was necessary.

4 Parish car park.

(i) Grounds maintenance. Cllr Hughes reported on a site meeting with Messrs Gresty held on Saturday

16 December 2006, attended by the Clerk, at which outstanding issues had been discussed. The estimate from Messrs Gresty in the sum of £75 for the requested work to treat weeds in the border planting, sweep the asphalt and treat the border and adjoining hard surface with weed killer had been accepted.

It noted that weed removal would be carried out by hand as the use of weed killer would not be effective at this time of the year. The Clerk reported the receipt, by letter dated 18 December, 2006 of the appreciation of Mrs Y Kirk for work which had been done to tidy the car park. (ii) Overgrown hedge. Cllr Armitage was making arrangements to visit an adjoining occupier with respect to overgrowth on the boundary wall of the car park. Action: Cllr Armitage.

5 Leisure Services.

(i) Playing Field

(a) Facilities. There was nothing further to report at this stage. (b) Grounds maintenance. Cllr Hughes reported on a site meeting with Messrs Gresty held on Saturday 16 December 2006, attended by the Clerk, at which outstanding issues had been discussed. Renewed attempts had been made to obtain estimates for work to repair the goalmouths and any other areas suffering wear and tear.

(ii) Play Area

(a) CCTV. (i) Protocol. The draft protocol prepared by the Clerk would be revisited at a future meeting. (ii) Equipment. Advice was being sought from the City Council's CCTV manager by the Clerk as to alternative recommended contractors. Action: The Clerk. (iii) Sensor. Messrs Barlows were being informed that the infra red sensor on the camera at the rear of the Village Hall appeared to be loose.

(b) Inspection check list. (i) Defects. In the absence of any response from Play and Leisure as to the condition of parts of the wet pour surface together with the fault which had developed with the self closing gate, the Clerk had indicated to the company that failing urgent contact with Cllr Paterson to discuss the outstanding issues, a formal approach would be necessary. (ii) Purchase of lock and chain. The Clerk suggested that should it become necessary to close the play area on health and safety grounds, it would be useful to have a lock and chain readily available. It was agreed these should be purchased by the Clerk and that a notice should be prepared to indicate why the play area had closed.

(c) Grounds maintenance issues. Cllr Hughes reported on a site meeting with Messrs Gresty held

on Saturday 16 December 2006, attended by the Clerk, at which outstanding issues had been discussed, including weed removal from the boundary planting.

(iii) Public Footpaths

(a) Footpath 7. The Clerk reported the receipt, by letter dated 13 December 2006, of a copy of the confirmed order from the Countryside Access Manager, Cheshire County Council. Action: noted. (b) Replacement signs. A response was awaited from the Countryside Access Manager, Cheshire County Council as to the requested costs for treated softwood signs with the name of the path indicated in black paint on a full size arm. (c) Footpath 2. The condition of this path would be raised with the adjoining landowner, Mr S Arden, as minuted at 7 (ii) (g) and 10 beneath.

(iv) Grounds Maintenance.

(a) Vale. Members' concerns that Vale was not dealing adequately with City Council owned grassed areas at the amenity area in Fox Cover and adjoining the footway at the rear of the Village Hall had been referred to the City Council. (b) Messrs Gresty. Cllr Hughes reported on a site meeting with Messrs Gresty held on Saturday 16 December 2006, attended by the Clerk, at which advice had been sought on the detailed specification for work to be included in the Council's grounds maintenance contract for 2007/08. A number of helpful suggestions had been made. (c) Specification. The basis of a specification for work during 2007/08 prepared by the Chairman had been further developed following the discussions as minuted above with Messrs Gresty. A draft had been circulated by the Clerk for consideration and this was agreed. (Appended to these minutes.)

(v) Public Seats.

There was nothing further to report at this stage.

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

(vii) Provision for youth. There was nothing further to report at this stage.

6 Public transport.

Sale of ChesterBus. The Clerk had contacted Arriva as to reports the company would initially continue to serve villages such as Guildden Sutton should it be successful in taking over services at present operated by ChesterBus. A response was awaited.

7 Highways.

(i) Strategic.

County Cllr J E Burke advised the Council of further reductions in Government funding for road maintenance. Safety measures were to be undertaken shortly at the junctions of Plas Newton Lane and Mannings Lane with the A41 and at the Hoole roundabout.

(ii) Local matters.

(a) Speed indicator device. The Clerk confirmed that in connection with the review of the speed limit on Guildden Sutton Lane, the Chief Road Safety Engineer had been advised of the availability of the information collected through the use of the speed indicator device in the autumn.

(b) Speed gun. A request for the use of the gun had been made to the Area Manager. Further details of the availability of training had been sought by the Clerk from D Bowker Esq. Approval had also been sought for additional locations at Oxen Lane and Station Lane.

(c) High visibility clothing. Further to the suggestion by Cllr Hughes that the availability of the high

visibility vests should be extended to members of the uniformed organisations in the village, an appropriate poster was being prepared by the Clerk for display in the Post Office and on noticeboards.

(d) Signing and lining schemes. (i) Wicker Lane/Station Lane. The location of a sign in Station Lane, which Members believed could be 10m to 15m closer to Guilden Sutton, was being raised with the highway authority. An inquiry would be made as to progress with the lining proposals. County Cllr Burke kindly indicated he would pursue the issue with the officer concerned. (ii) Gateway treatment, Guilden Sutton Lane - red patch SLOW marking, high visibility 30mph signs. An inquiry would be made as to progress with the lining proposals. County Cllr Burke kindly indicated he would pursue the issue with the officer concerned.

(f) Speed review, Guilden Sutton Lane. There was nothing further to report at this stage as to the decision by the highways and transportation local joint committee for Chester to carry out a speed review of Guilden Sutton Lane, subject to the request minuted at (a) immediately above.

(g) Mud, Guilden Sutton Lane. The Clerk suggested that the letter to be sent to Mr S Arden as to the deposit of mud on Guilden Sutton Lane and the parking of agricultural vehicles on the verge which could affect the bulbs planted therein (together with growth affecting the dingle path), might suggest the issues could best be considered at a site meeting. This was agreed. Action: The Clerk.

(h) junction A41/Guilden Sutton Lane. There was nothing further to report at this stage as to the Clerk's approach to the highways and transportation local joint committee with respect to the need for a 50mph limit on the A41 at this junction to reduce hazards faced by vehicles emerging from the gap in the central reservation, the provision of traffic signals to deal with the problem of more than one vehicle waiting in the gap in the central reservation and associated road rage and for street lighting between the junction and the Hoole roundabout.

(i) verge, junction Wicker Lane/Church Lane. The Clerk reported the receipt, by letter dated 18 December 2006, of comments from Mrs Y Kirk who was pleased to see the verge had been strimmed but believed the area was still in need of further attention. Action: noted.

(j) Footway School Lane. The Clerk reported the receipt, by letter dated 18 December 2006, of comments from Mrs Y Kirk as to overhanging Ivy affecting the footway on Porters Hill which was affecting the ability of pedestrians to remain safely on the pavement. Action: to be inspected by Cllr Armitage.

(iii) Lighting. Cllr Paterson revisited a persistent fault affecting Guilden Sutton Lane 30. A fault affecting Belle View Lane 9 would also be reported.

8 Finance:

(i) Income:

Bank of Scotland:

Interest (30 Nov) £ 1.69

Scottish Widows

Interest (2 Jan) £ 220.27

Scottish Widows no 2

Interest (2 Jan) £ 25.27

(ii) Payments

Direct2Door
 Newsletter distribution £ 23.50 (inc £3.50 VAT)

Clerk Salary

1 Oct - 31 Dec 2006 £ 1,079.33

Photocopies 335@5p £ 16.75

Mileage

8@40p £ 3.20

£ 19.95

Proposed by Cllr Hughes

seconded by Cllr Fisher and agreed.

(iii) Balances

Bank of Scotland

(8 Dec) £ 1,888.97

Scottish Widows
 (2 Jan) £19,444.64

Scottish Widows no 2
 (2 Jan) £ 2,260.86

(iv) Report on contingency payments.

The Clerk reported that as part of the preparations for the 2007/08 budget it had become apparent that expenditure which should have been charged to the contingency had not been so minuted. He recommended the following items should have been so charged:

Clerk's agreed expenses	£ 104
Clerk's training	£ 70
Goal post painting	£ 117
Donation, Primary School	£ 253
Vice Chairman training	£ 20
Goal nets/pegs	£ 83
File shredding	£ 70
Seat etc painting	£ 505
Playing field lock/tape	£ 14
Community Assn grant	£ 275
Parish Plan	£ 10
Holiday Club	£ 200
Parish Plan	£ 30
Hi viz vests	£ 197
Net ties	£ 5
Mole eradication	<u>£ 180</u>
Total	<u>£2,133</u>
The budget provision was	£1,465

Action: noted.

(v) Insurance. The application form obtained from the insurers with respect to the proposed increase in the fidelity limit would be completed. Further consideration would be given to a number of individual elements within the insurance.

(vi) Banking facilities. Transfer of current account. The Clerk understood the Co-operative Bank was awaiting a response from the Bank of Scotland.

(vii) Budget. The Clerk reminded the Council a decision was required at this meeting as to the precept to be requested in 2007/08. Further work had been done with the assistance of the Chairman, Vice Chairman and Cllr Hughes as to expenditure to date and the anticipated outturn and on the preparation of an illustrative budget. For discussion purposes only, proposed financing arrangements had been set out based on a 5% precept increase and on a 10% precept increase. Cllr Hughes expressed his appreciation of the quality of the paperwork provided by the Clerk. After careful and detailed consideration of the information available to the Council it was proposed by Cllr Paterson, seconded by Cllr Hughes and agreed unanimously that a budget of £17,619 should be agreed, as set out and attached to these minutes, to be financed as illustrated in the papers on the basis of a 5% precept increase. A precept of £12,600 would be requested from the City Council.

(viii) Payments to North Wales Newspapers. The Clerk referred to the credit terms of North Wales Newspapers, which distributed the Parish Council's newsletter and indicated these were not always met if an invoice was received immediately following a Parish Council meeting. Given this was longstanding and regular expenditure, he sought approval for the Chairman and Vice Chairman from time to time to sign a cheque against any invoice received at such a point in the cycle of meetings that the company's credit terms could not be met by agreeing payment at the next following meeting. It was proposed by Cllr Fisher, seconded by Cllr Paterson and agreed that this procedure should be adopted .

9 Environment services.

(i) Recycling. The Clerk reported that he and Cllr Carter, Local Recycling Champion, had received publicity material from Cheshire County Council encouraging residents to recycle Christmas cards and Christmas trees. This had been displayed.

(ii) Amenity cleansing. (a) Grot spots. A list of grot spots throughout the parish was being compiled by Members for a site meeting to be requested through the ward Member. Cllr Paterson referred to continuing problems on Belle Vue Lane although a more recent deposit appeared to have been removed.

The Clerk confirmed the appropriate City Council manager was being invited to attend a meeting of the Council to discuss revised arrangements which were proposed for amenity cleansing which would take into account local needs.

(iii) Dog fouling. Cllr Paterson referred to continuing dog fouling in the vicinity of the dell and suggested the community safety wardens should be invited to patrol to challenge and educate dog walkers. This was agreed. Action: Clerk

(iv) Litter bins. There was nothing to report.

(v) Lengthsman. The specification formally detailing the lengthsman work carried out by Messrs Gresty had been further developed at the site meeting held by Cllr Hughes and the Clerk with Messrs Gresty on Saturday 16 December, attended by the Clerk. A draft had been circulated for consideration and this was accepted. (Appended to these minutes.)

(vi) Sewers. There was nothing to report.

10 Trees and hedges.

(i) Guilden Sutton Lane/Heath Bank. Further to the inquiry from the Area Maintenance Engineer as to the possibility of the Parish Council sponsoring maintenance of the planting at the junction of Heath Bank and Guilden Sutton Lane as it added to the amenity of the parish or alternatively agreeing to the removal of the bed, both courses of action had been declined. (ii) Dingle path. A letter was to be sent to Mr S Arden as to the growth on his land adjoining the dingle path (see minute 7 (ii) (g) above.) (iii) Access from Oaklands. Further inquiries would be made by the Clerk as to the responsibility for this access..

11 Cheshire Association of Local Councils. (i) 2007 training dates. These had been circulated by the Clerk. (ii) Members were reminded of the meeting of the Chester Area Meeting which would take place on Wednesday 10 January 2007 at 7.30pm in County Hall. All were welcome to attend.

12 Chester City Council.

(i) Maintenance of churchyards and burial grounds. A response was awaited to the invitation to the parochial church council to apply for a matching grant of £250 towards the cost incurred in maintaining the churchyard. An application for grant aid in 2007/08 was being progressed by the Clerk. (ii) Parish Council Members database update. The Clerk was responding. (iii) Gowy North Area Committee. The Clerk had been advised by the Area Manager that as the committal and service for the late City Cllr J R Boughton would take place on Thursday 11 January 2007, a meeting of the Gowy North Area Committee planned for that evening would be postponed until Thursday 1 February 2007.

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) PC M Baker. PC Baker referred to current policing issues and responded to Members' questions. He was thanked by the Chairman for his attendance. (ii) draft policing objectives for 2007/08. The Clerk reported the receipt, by letter dated 14 December 2006, of an opportunity for the Council to comment on the Constabulary's draft policing objectives for 2007/08. The questionnaire had been circulated to Members. It was agreed this would be completed by the Vice Chairman. (iii) Chester Police Forum. The Clerk reported the receipt, by letter dated 21 December 2006, of advice of the dates of meetings of the Chester Police Forum during 2007/08. It was noted the meeting proposed for Monday 15 January would take place at 7pm at Mickle Trafford Primary School. Meetings thereafter would take place on Tuesdays. Cllr Moulton indicated a wish to attend.

18 Newsletter. The Clerk reported he proposed to issue two further newsletters before the end of the financial year.

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. Business case for colour printer to improve communications. Cllr Fisher reported that as there were a number of issues yet to be resolved, it was unlikely the matter would be revisited in the near future. This was accepted.

22 Primary School. A report was provided by Cllr Hughes as community governor.

23 Remembrance Sunday. The Fallen of the Great War. Research was being carried out by Cllr Hughes as to the possibility of the fallen of the Great War being formally recognised in the annual Remembrance Service. Action: Cllr Hughes.

24 Overhead electricity supplies. A request was being made to Scottish Power for an inspection of overhead supply lines in Church Lane.

25 Uneven flags, private land, Summerfield Road. The Clerk reported the late City Cllr J R Boughton had kindly provided his most recent address for the landowner. Efforts would be made by the Clerk to make contact. Action: The Clerk.

26 Christmas festivities. Cllr Paterson reported an independent judge had determined the winning property to be 8 Orchard Croft. She had kindly provided a report to be included in the next issue of the newsletter. It was agreed that in future competitions, a highly commended category should also be introduced.

27 Members' information items.

Planning post cards. The request by Cllr Fisher for a further supply of planning post cards was being progressed by the Clerk.

Cllr Hughes referred to a fire service initiative of which he had been made aware.

Cllr Paterson raised the suggestion that a plaque or similar might be displayed listing the Chairmen of the Parish Council.

28 Information correspondence.

Planning: 06/01832/FUL first floor side extension and rear single storey extension and pitched roof over existing flat roof to front elevation at 7 Belle Vue Lane CH3 7EJ for Mr and Mrs Clowes. Planning Board bundle and response from City Cllr B J Bailey.

Strategic planning: Chester City Council: adoption of statement of community involvement; revised sustainability appraisal scoping report.

NALC/ChALC: Local Council Review, January 2007.

Chester City Council: Christmas and New Year refuse collection service; on line change of address service; voluntary and community sector training event Monday 22 January 2007, 10am - 4pm Chester Town Hall.

Cheshire County Council: Cheshire Matters December 2006.

Matters to be considered in the absence of the press and public.

NIL