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Parish Council Minutes

Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 7th January 2008 in Guiden Sutton Village Hall

Chairman: Cllr R J K Bayton

Present: Cllrs Bayton, Brown, Fisher, Hughes, Kerfoot, Moulton, Paterson, Roberts.

In attendance: County Cllr E Johnson and five members of the public.

Public Speaking Time.

Mrs F Church referred to planning application 07/02200/FUL at Ganilly, Church Lane and expressed concern at the appearance of work taking place in the front garden of the property, in particular railway sleepers which were being used as a retaining wall. She further referred to tipping which was taking place on land backing onto Church Lane.

Mrs B Sumner informed the Council she wished the character of Church Lane to remain as it is and also referred to the condition of fencing at the bottom of the dingle path.

Mrs Y Kirk expressed concern that Church Lane appeared to be neglected and further referred to the bus service to the village, the removal of wreaths from the war memorial and the condition of the field boundary on Guiden Sutton Lane at the approach to the junction with the A41 at which an elderly resident had suffered an injury due to barbed wire.

In response to Mrs Kirk, County Cllr Johnson informed a meeting was to take place on Tuesday 8 January, 2008 at which the contract for the service to the village was to be discussed.

1 Apologies. Apologies were received from the Clerk (indisposed), City Cllr B J Bailey, City Cllr S Parker, 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.

County Cllr Johnson informed that Members should declare a personal interest if they were familiar with a particular property which was the subject of a planning application.

Cllr M S J Roberts indicated a personal and prejudicial interest in any matters relating to the planning appeal in respect of application 07/00509/FUL, 2 no. garages, on land between 4 Summerfield Road and Summerfield House on the basis he was in employment in an adjoining building.

Cllr D Hughes indicated a personal and prejudicial interest in any matters relating to the planning appeal in respect of application 07/00509/FUL, 2 no. garages on land between 4 Summerfield Road and Summerfield House on the basis of his chairmanship of Guilden Sutton Community Association which owned the Village Hall in the near vicinity.

Cllrs Bayton, Fisher, Hughes, Kerfoot and Paterson expressed a personal interest in planning application 07/02315/FUL additional dormers to second floor storage and play area, The Woodlands, Wicker Lane CH3 7HE for Mr H Proudlove in that the spouse of the applicant, a former parish councillor, was known to them.

i) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 17 December 2007 in Guilden Sutton Village Hall. The minutes of the ordinary meeting of the Council held on Monday 17 December 2007 in Guilden Sutton Village Hall were proposed by Cllr Hughes, seconded by Cllr Paterson and agreed subject to a reference to 2008 in page 67 being amended to read 2007.

(iii) Dates of future meetings:

Confirmed: 7 January, 4 February, 3 March, 7 April, 12 May, 9 June, 21 July, 1 September, 6 October,

10 November and 1 December 2008. Cllr Paterson noted the dates had been agreed as the first Monday of each month where possible with the exception of July due to the August recess. Cllr Hughes, commenting as Chairman of Guilden Sutton Community Association, stated the Parish Council had first choice of dates for the committee room. This was appreciated.

It was agreed the date of the May meeting would be queried.

(iv) Quality Council matters. Cllr Fisher referred to the electoral mandate which would be required for the Council to achieve Quality status. This would be clarified. There had been no further meeting of the Quality Parish Council group. The Chairman indicated an update was required from the Clerk.

(v) New model code of conduct for local authority members. There was nothing further to report at this stage.

(vi) Mrs E Boughton. The Vice Chairman confirmed he had delivered a card to Mrs Boughton on behalf of the Council and declined reimbursement.

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. Proposals for a further reduction in height. There was nothing further to report in the absence of City Cllr B J Bailey.

Householder issues:

07/00241/REM detached dwelling, The Vicarage, Wicker Lane CH3 7EL for the Chester Diocesan Board of Finance. There was nothing further to report at this stage.

07/02126/FUL single storey extensions at front and rear of dwelling, 22 Oaklands CH3 7HE for M and L Peacock. Further inquiries had been made by Cllrs Paterson and Brown. The following response had been made:

There is no objection but Members note the rear of the property already benefits from a

conservatory which is shown on the existing floor plan but not on the proposed.

As the rear private amenity space is quite small, and the cumulative effect of the two extensions would be significant, the Council suggests there should be a condition requiring the removal of the conservatory within one month of the occupation of the proposed development.

07/02200/FUL, two storey side extension to provide bedroom with garage below, single storey rear extension to extend kitchen, utility/toilet and a balcony, Ganilly, Church Lane for Mr W Young. Inquiries had been made by Cllrs Hughes and Brown. Cllr Hughes did not believe there were any objections on planning grounds although he had concerns over answers to questions on the application. It was agreed that no objection should be raised although the Council would express concern as to land drainage citing past issues. It was agreed the attention of the Local Planning Authority would be drawn to the retaining wall under construction in the front garden of the property which it was believed would be out of character.

07/02295/FUL conversion of garage including small single storey extension at side of property, 14 Oaklands CH3 7HE for Mr Bansal. Further inquiries had been made by Cllrs Roberts and Moulton. Concern was expressed over the removal of parking spaces. It was agreed no objection should be raised.

07/02315/FUL additional dormers to second floor storage and play area, The Woodlands, Wicker Lane CH3 7HE for Mr H Proudlove. Further inquiries would be made by Cllrs Bayton and Fisher.

(ii) Decision notices.

There were no decision notices to report.

(iii) Appeal.

07/00509/FUL 2 no. garages, land between Summerfield House and 4 Summerfield Road. The Clerk had approached Mrs Rowlands, the scheme manager, to advise the matter was now in the hands of the Planning Inspectorate. Mrs Rowlands had confirmed that further representations, including a copy of the most recent letter to the Parish Council, had been forwarded to the inspector.

(iv) Parish Plan. There was nothing further to report at this stage.

(v) Village Design Statement. There was nothing further to report at this stage.

(vi) Strategic planning. Public Consultation: strategic environmental assessment of Cheshire's joint municipal waste management strategy. The assessment was being considered initially by the Clerk who would then refer the documents to Cllr Roberts. The Council noted a response was due by 4 February 2008.

4 Parish car park. (i) site meeting. A site meeting would be organised by Cllr Hughes as soon as practicable. Cllr Fisher reported an increase in the presence of weeds. (ii) Further to the receipt, by correspondence dated 24 November 2007, of concerns expressed by Mrs Y Kirk as to the maintenance regime for the car park in view of 2008 being the Cheshire Year of the Garden, it was agreed the concerns raised by Mrs Kirk would be discussed at the meeting minuted above with the grounds maintenance contractor. Mrs Kirk had drawn attention to the borders around the edge of the car park being very untidy with saplings growing through the shrubs and the whole area requiring regular sweeps. (iii) White Tornado. Further to the suggestion by Mrs Kirk that the Council might encourage the White Tornado groups which had previously cleaned up untidy areas, the Chairman indicated that the Council should exercise caution from a liability perspective over the use of volunteers.

5 Leisure Services.

(i) Children's Playing Field:

(a) Grounds maintenance issues. There was nothing further to report at this stage. (b) Mole infestation. There was nothing further to report at this stage. (c) Nets. There was nothing further to report at this stage. (d) Dog Exclusion Order. There was nothing further to report at this stage.

(ii) Children's Play Area

(a) CCTV and CCTV protocol.

Cllr Hughes reported Messrs Barlows had forwarded an invoice in the sum of £181.54 in respect of the fitting of a new mount for the forward facing camera. In connection with the possible upgrade of the system, a decision on the application submitted to the Goway North Area Committee was due to be taken at the Area Committee's meeting on Thursday 10 January 2008.

(b) Inspections including condition of safety surfacing/operation of gate. (i) The Clerk would issue an inspection rota for 2008. (ii) Cllr Paterson believed the area would benefit from tidying and cleaning. It was agreed this would be carried out by Members of the Parish Council on a voluntary basis during February or March.

(c) Litter bin emptying. There was nothing further to report at this stage.

(d) Grounds maintenance issues. The proposed variation to the specification for grounds maintenance within the play area to include the removal of accumulations of leaves and hedge cuttings would be raised with the grounds maintenance contractor.

(e) Chester City Council contributions to play areas in parished areas, 2007/2008, round 2. Further to the receipt of correspondence, dated 13 December 2007, indicating the City Council was seeking further applications from groups which wished to carry out improvements to their play areas and that applications were due by 21 January 2008, it was agreed no application would be made.

(iii) Public Footpaths

(a) Footpath 7. There was nothing further to report at this stage.

(b) Kissing gate project. A bid for stiles should further supplies become available was being progressed with the Parish Paths Warden.

(c) Footpath 2. The Clerk was progressing the site meeting which it was proposed should be sought following the complaint to Cllr Roberts as to the condition of the footpath. The complaint, by letter dated 24 November 2007, from Mrs Y Kirk as to the condition of this path would be taken into account. Action: The Clerk.

(d) Parish Small Grants Scheme for Countryside Access Improvements. The letter dated 16 November 2007 of advice that funding was available for further projects under the Parish Small Grants Scheme for Countryside Access Improvements was being referred to the Parish Paths Warden. Action: The Clerk

(e) Mid Cheshire Footpath Society report 31 October 2007/4 November 2007. The letter dated 15 November 2007, enclosing a report from the Mid Cheshire Footpath Society was being referred to the Parish Paths Warden. Action: The Clerk

(f) Parish Paths Group. (i) bank account. There was nothing further to report at this stage as to the return of funds to the Parish Council with the proviso the position would be reconsidered if the group again became active. (ii) Meeting. Cllr Hughes reported the chairman of the group was expected to form a meeting in the near future.

(iv) Grounds Maintenance.

(a) Vale. There was nothing further to report at this stage of the season. (b) Parish Council contract 2007/08. Cllr Hughes was to seek a further site meeting with Messrs Gresty as minuted above. Action: Cllr Hughes.

(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.

(i) ChesterBus. C35 service Cllr Roberts would circulate information as and when received.

7 Highways.

(i) Strategic. Hoole Bridge closure. The Clerk had asked the highway authority to ensure that conditions at the junction of Guilden Sutton Lane and the A41 were monitored in the light of the A41 past the junction with Guilden Sutton Lane being a diversion route.

(ii) Local matters.

(a) Speed issues. (i) Speed indicator device. There was nothing further to report at this stage, the Council having deferred any further sessions until the Spring.

(ii) Police radar. A response was awaited in relation to the approach to the Project Rural Matters Co-coordinator, Mr D Bowker, as to a police radar check being carried out within the parish on the basis of the information gathered by the speed indicator device and the concerns expressed by a Member as to the proportion of motorists exceeding the limit.

(b) Signing and lining schemes. (i) Gateway treatment, Guilden Sutton Lane - red patch SLOW marking. A further approach had been made to the highway authority as to the intended site visit. A response was awaited.

(c) Speed review, Guilden Sutton Lane. There was nothing further to report at this stage.

(d) Speed review, Wicker Lane/Hare Lane. There was nothing further to report at this stage.

(e) Hare Lane. There was nothing further to report at this stage as to the concerns with respect to the speed of traffic on Hare Lane and double parking in the vicinity of the rugby club.

(f) Footway rear Cathcart Green/Summerfield Road. There was nothing further to report at this stage as to whether or not the repairs to be carried out to the step had been effected.

(g) Hill Top Road nameplate. There was nothing further to report at this stage.

(h) Parking, Arrowcroft Road. There was nothing further to report at this stage.

(i) Flags, Summerfield Road. There was nothing further to report at this stage as to the condition of the flags.

(j) Disabled access to shops. The Clerk had attended an extremely useful site meeting with the Access Officer on 19 December 2007. The most expensive solution, which it was accepted would be unlikely to be carried out, would be to raise the level of the footway outside the shops. More practical measures to improve disabled access would be:

Rebuild the steps alongside the post box to ensure each step is of equal height

Cutback overhanging vegetation from the planters.

Encourage those shop owners who wish to purchase portable disabled access ramps and fit

a bell system at no great cost.

Provide a dropped kerb to the footway between the two car parks in the vicinity of the street light.

Mark a disabled parking space in front of the shops.

The Access Officer had been thanked for his helpful suggestions.

(k) Condition of carriageway, Oaklands. Faults on Oaklands had been reported to the Area Maintenance Engineer. The highway authority had indicated that work should have been undertaken prior to the meeting.

(l) Field boundary adjoining the footway. The highway authority had indicated its contractor should have removed the adjacent barbed wire prior to the meeting. Cllrs Moulton and Roberts indicated this had not been the case.

(m) Junction A41/Guilden Sutton Lane. Further to the suggestion by Cllr Moulton as to the reinstatement of a crossroads at this junction, albeit signal controlled, to assist the probability of a more adequate bus service to the parish, it was noted that work was proposed at Backford to remove a crossroads due to the injury accident record. Traffic conditions at the junction as existing had been considered by the highway authority in connection with the provision of traffic signals at Mannings Lane and Plas Newton Lane and did not qualify for further measures. PC Baker had been advised of the suggestion.

(n) Gullies, Wicker Lane. PC Baker had been thanked for his approach to the highway authority which had resulted in swift action to deal with standing water in gullies.

(o) Footway, Guilden Sutton Lane. Further to the report to the previous meeting by Cllr Roberts and Cllr Hughes as to conditions on the footway on Guilden Sutton Lane where water from an adjacent field flooded across the footway, the issue had been raised with the highway authority which had informed this was a matter which would need to be raised with the land owner.

(p) Speed limit, School Lane. Further to the receipt, by correspondence dated 24 November 2007, of a request by Mrs Y Kirk for a 10mph speed limit on Porters Hill due to the dangerous nature of the road and the narrow footway, the matter had been referred to the highway authority.

(q) Road signs. Further to the receipt of correspondence from Mrs Y Kirk dated 24 November 2007 as to the fact that several of the road signs in and around the village were obscured by vegetation, this had been referred to the highway authority which had informed there were no standards as such. If Members or Mrs Kirk would care to indicate any signs which were obscured, these would be dealt with. It was noted a sign on School Lane at the approach to the village from the A41 required attention.

(iii) Lighting. There were no faults to report.

8 Finance:

(i) Income:

None to report.

(ii) Payments:

Gresty

Grounds maintenance £ 1,350.00*

Mrs L Connolly
Christmas tree/lights £ 38.98

Cllr P M Paterson
voucher £ 10.00

Barlows

CCTV bracket repair £ 181.84 (inc £27.04 VAT)

Clerk:	
Salary	
Oct - Dec 2007	£ 1,079.33
Expenses:	
Photocopies	
458@5p	£ 22.90
Mileage	
4@40p	£ <u>1.60</u>
	£ 24.50

Proposed by Cllr Hughes, Seconded by Cllr Fisher, and agreed.

* subject to clarification of charges relating to weed spraying.

(iii) Balances

Co-operative Bank

30 November 2007 £ 2,439.42

Scottish Widows

no 1 account £22,708.94

Scottish Widows no 2

2 July 2007 £ 2,275.85

(iv) Report on contingency payments.

Budget: £ 1,465.00

Payments:

Cllr D Fisher

Tyre damage £ 116.12

Cllr D Hughes

Plastic ties £ 4.46

Gresty painting war memorial £ 106.23

R J K Bayton refreshments per

special meeting £ 16.54

D Fisher stationery £ 6.98

£ 250.33

(v) Insurance. (a) Fidelity. The application form obtained from the insurers with respect to the proposed increase in the fidelity limit would be completed. (b) Further consideration would be given to a number of individual elements within the insurance initially by Cllr Hughes and the Clerk. The same would apply to a rural parish council insurance scheme underwritten by

Zurich Municipal which appeared to offer significant savings. Action: Cllr Hughes, The Clerk.

(vi) Transfer to Clerk's gratuity account. The Clerk had calculated that the transfer in respect of 2007/08 amounted to £151.11. This would be verified by Cllr Hughes. Action: Cllr Hughes.

(vii) Payment of invoices. The Clerk had previously reported that discussions with the bank had indicated it would be possible to set up direct debits to suppliers which could be activated by telephone. It had been agreed this would be considered further to ensure the arrangement did not compromise the security of access to the Council's funds. The Clerk had obtained the account details of North Wales Newspapers and had suggested the Council should authorise the bank in writing, to be signed by two cheque signatures, to accept telephone instructions to make payments to the specified account. This could also apply, for example, to the two payments each year to the City Council in respect of the car park business rate. This was agreed.

(viii) Budget 2008/09. Further detailed reports had been furnished by the Clerk. It was agreed a special meeting of the Council should be convened for Monday 14 January 2008 at 6.45pm to deal with the budget and any other urgent items.

9 Environment services:

(i) Recycling issues. Cllr Roberts, Parish Recycling Champion, indicated he had received further information from Cheshire County Council and would update the noticeboard in early course.

(ii) Amenity cleansing. (a) Site meeting. A site meeting was being sought in relation to the condition of footpath 2, including the condition of the access to footpath 2 opposite Cathcart Green and that of the footway at the rear of Orchard Croft. The Clerk had contacted the senior estates surveyor to determine the extent of the City Council's ownership of the access to footpath 2 opposite Cathcart Green. (b) Sweeping. In response to the request for sweeping to be carried out on the footpath at the rear of Orchard Croft, the footway on Porters Hill and the steps from Cinder Lane to Church Lane, the Clerk had indicated an operative had dealt with the path at the rear of Orchard Croft. (c) Fence panels, the dell. There was nothing further to report at this stage. It was noted the damaged fence panels remained in the dell. (d) Deposit of garden refuse. The Clerk would contact the City Council as to the concerns raised by Mrs Church and Mrs Sumner at public speaking time with respect to fly tipping.

(iii) Dog fouling. (a) The dell. There was nothing further to report at this stage as to Cllr Paterson's request to be contacted by the Dog Warden with respect to continuing dog fouling in the vicinity of the dell. (b) Footpath 2. A response was awaited to the request to the Dog Warden for a bin to be provided on public footpath no 2.

(iv) Litter bins. The Clerk would respond to the letter dated 24 November 2007 from Mrs Y Kirk as to the litter bins in the area of the shops and village hall to be emptied more often as they were regularly full to overflowing. Action: The Clerk.

(v) Lengthsman. There was nothing further to report at this stage.

(vi) Sewers. There was nothing further to report at this stage.

10 Trees and hedges. (i) Access to public footpath no 2 from Oaklands. As minuted above, the Clerk had contacted the senior estates surveyor to determine the extent of the City Council's ownership of the access to footpath 2 opposite Cathcart Green. (ii) Hedges, Guilden Sutton Lane. Following the report by a Member that letters would be sent by the highway authority to the occupiers of properties with overhanging hedges, there was nothing further to report at this stage. (iii) Ivy, Porters Hill. A Member reported that Ivy was impeding pedestrians.

11 Cheshire Association of Local Councils.

(i) Chester Area Meeting. It was noted a meeting of the Chester Area Meeting was to take place on Wednesday 16 January, 2008 at 7.30 pm at County Hall, hopefully with a speaker on the local government review. (ii) Communications with Councils and Councillors. The Clerk had progressed the correspondence received from the Chief Officer with respect to improving methods of communication with councils and councillors. (iii) 2007/8 national salary award for Local Council Clerks. Further to the receipt of details of this award, Members would consider the way forward.

12 Chester City Council

(i) Maintenance of churchyards and burial grounds. An approach was being made to the City Council to determine if that authority was prepared to entertain an application at this stage, the new treasurer of the PCC having submitted the necessary papers for 2006/07.

(ii) Gowy North Area Committee. (a) Next meeting. It was noted the next meeting of the committee would be held on Thursday 10 January 2008 at St Oswald's Primary School, Mollington. The Chairman and Cllrs Fisher and Hughes would attend. (b) Second Round of Payments 2007/08. As minuted above, decisions on the second round of payments had been deferred to that meeting.

(iii) Village Hall and community buildings seminar, Wednesday 16 January 2008, 7 pm, Burley Hall, Waverton. Information relating to this seminar had been referred to Cllr Hughes as Chairman of Guiden Sutton Community Association.

13 Cheshire County Council. There were no action items to report.

14 Local Government Review. The Secretary of State had now confirmed the proposal for a unitary council for West Cheshire and Chester. The Clerk had indicated that Members may wish to note the geographic area covered by the County Council's Gowy Division and the City Council's Christleton, Tarvin and Kelsall wards would be represented by three members and not by seven as at present. He had suggested that Members may wish to consider whether or not it would be appropriate to make representations to the three political parties that candidates should be selected from across the geographic area to retain at least some local knowledge. This was agreed.

15 Cheshire Community Council. There were no actions items to report.

16 CPRE. There were no action items to report.

17 Health. There were no action items to report.

18 Policing. (i) Chester Police Forum. It was noted the next forum would take place on Tuesday 15 January 2008 in St Mary's Centre, St Mary's Hill, Chester at 7pm. Cllr Hughes would attend. (ii) Police/Probation initiative. A response was awaited from the Project Rural Matters Co-ordinator as to whether the scheme involving the Police and the Probation service under which very low-level offenders, supervised by a police community support officer, could carry out work to benefit the community, encompassed environmental improvements.

19 Newsletter. There was nothing further to report at this stage.

20 Memorial garden. The Clerk had requested an application form for the proposed work to the Sycamore as previously minuted.

21 Bulb planting. Cllr Fisher suggested there was a requirement for protective clothing to be worn during this and similar activities on behalf of the Council.

22 Parish IT. Cllr Fisher reported. He referred to the need for the site to have visible contact details online to comply with Quality Council requirements. It was agreed no change was necessary.

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

24 Remembrance Sunday Service. An inquiry was being made by the Clerk as to the cost of the order of service which had been used and whether or not it would be appropriate for the Parish Council to offer the Methodist Church a contribution.

25 Overhead electricity supply lines, Church Lane. A response had been received from Scottish Power. The equipment is inspected on a regular basis, the most recent inspection being in 2005. Since then no complaints had been received, according to Scottish Power records. Should the Council be able to identify a particular property where there were concerns, the company would be more than willing to carry out an inspection. Alternatively Mr Huw Thomas, 0151 609 2046, would similarly be happy to discuss the general concerns which were raised with any Member.

27 Planning post cards. A renewed approach had been made by the Clerk to the printer.

28 Annual parish meeting: matters arising. The remaining issues raised by members of the public at the annual parish meeting were being addressed by the Clerk. These included the condition of the City Council "no ball games" sign at the Fox Cover amenity area, the state of part of the planting at the shops in Summerfield Road and the provision of bins for the reception of canine faeces.

29 Disability Discrimination Act: barrier, Hill Top Road. The issue was to be pursued by City Cllr B J Bailey.

30 Members information items.

Obstruction. A Member referred to an obstruction of public land by fencing which he believed could impede the safety of pedestrians and cyclists. It was agreed Members would inspect the area prior to the February meeting.

Land ownerships. Cllr Paterson suggested it would be beneficial for the Council to compile a register of land ownerships which adjoined footways and public footpaths.

Cheshire Year of the Garden. Cllr Kerfoot suggested residents should be encouraged to take greater care of their gardens during 2008 which had been designated Cheshire Year of the Garden. It was suggested that might perhaps involve Mrs Y Kirk. Further information would be obtained by Cllr Kerfoot.

Christmas hospitality. It was proposed by Cllr Paterson and agreed that the Chairman should be thanked for his generous donation of wine to the December meeting.

Notes of this meeting. It was proposed by Cllr Hughes and agreed that Cllr Roberts should be thanked for his sterling efforts in compiling notes of the meeting in the absence of the Clerk.

31 Information correspondence.

ChALC/NALC: Local Council Review January 2008

Chester City Council: Community safety wardens annual report 2006

Cheshire Police Authority: Have Your Say meetings 2008/09

There were no part II items.