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## Parish Council Minutes

Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on  
Monday 4 February 2008 in Guiden Sutton Village Hall

Chairman: Cllr D Fisher

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

In attendance: City Cllr Stuart Parker.

Public Speaking Time. There was no public speaking.

1 Apologies. Apologies were received and accepted from Cllr Kerfoot.

Apologies were received from City Cllr B J Bailey, 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 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 and a personal interest in application 07/02315/FUL additional dormers to second floor storage and play area, The Woodlands, Wicker Lane CH3 7HE for Mr H Proudlove on the basis the applicants were known to him.

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 Guiden Sutton Community Association which owned the Village Hall in the near vicinity and in proposals for the installation of updated CCTV equipment covering the village hall car park and the children's play area on the same basis, the Association having agreed to provide a grant to enable the system to be installed and a personal interest in application 07/02315/FUL additional dormers to second floor storage and play area, The Woodlands, Wicker Lane CH3 7HE for Mr H Proudlove as the applicants were known to him.

Cllr P M Paterson declared a personal interest in application 07/02315/FUL additional dormers to second floor storage and play area, The Woodlands, Wicker Lane CH3 7HE for Mr H Proudlove as the applicants were known to her and in application 07/00241/FUL detached dwelling, The Vicarage, Wicker Lane CH3 7EL for the Chester Diocesan Board of Finance due to church connections.

Cllr W Moulton declared a personal interest in application 07/00241/FUL detached dwelling, The Vicarage, Wicker Lane CH3 7EL for the Chester Diocesan Board of Finance due to connections with the diocese, a personal interest in application 07/2400/FUL two storey side and rear extensions and alterations at 4 Moorcroft Crescent CH3 7HA for Mr S Lloyd being a near neighbour and a personal and prejudicial interest in the item relating to the felling of trees at 2 Cinder Lane by a family member.

Cllr I Brown declared a personal interest in application 07/00241/FUL detached dwelling, The Vicarage, Wicker Lane CH3 7EL for the Chester Diocesan Board of Finance due to church connections.

Cllr D Fisher declared a personal interest in application 07/00241/FUL detached dwelling, The Vicarage, Wicker Lane CH3 7EL for the Chester Diocesan Board of Finance due to church connections and a personal interest in application 07/02315/FUL additional dormers to second floor storage and play area, The Woodlands, Wicker Lane CH3 7HE for Mr H Proudlove as the applicants were known to him.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 7 January 2008 in Guilden Sutton Village Hall. The minutes of the ordinary meeting of the Council held on Monday 7 January 2008 in Guilden Sutton Village Hall were proposed by Cllr Paterson, seconded by Cllr Hughes and agreed. Cllr Hughes questioned the distribution of minutes by e-mail and the Clerk agreed this was an interesting point on which he would seek clarification. Action: The Clerk.

(iii) Confirmation of the minutes of the extraordinary meeting of the Council held on Monday 14 January 2008 in Guilden Sutton Village Hall. The minutes of the extraordinary meeting of the Council held on Monday 14 January 2008 in Guilden Sutton Village Hall were proposed by Cllr Paterson, seconded by Cllr Hughes and agreed subject to the deletion of the reference to Cllr Kerfoot in those declaring an interest in application 07/02315/FUL additional dormers to second floor storage and play area, The Woodlands, Wicker Lane CH3 7HE for Mr H Proudlove.

(iv) Dates of future meetings:

Confirmed: 3 March, 7 April, 12 May, 9 June, 21 July, 1 September, 6 October, 10 November and 1 December 2008.

The dates of meetings were reviewed and it was agreed that no changes were required.

(v) Quality Council matters. (a) Resignation of Cllr R J K Bayton. Following the resignation of Cllr R J K Bayton, further consideration was given to the composition of the Quality Parish Council steering group, the remaining members of which were Cllrs Fisher and Brown. An offer by Cllr Hughes to join the group was accepted.

(vi) Code of Conduct for Local Authority Members. (a) Standards Board for England: The Code Uncovered. The Clerk reported the receipt of this training video which would be reviewed by Cllr Hughes. (b) Department for Communities and Local Government, consultation on orders and regulations relating to the conduct of local authority members in England. The Clerk reported the receipt, by letter dated 3 January, 2008, of a consultation by the Department for Communities and Local Government relating to orders and regulations with respect to the conduct of local authority members in England. It was noted any response was required by Friday 15 February, 2008. The new arrangements were intended to come into effect in the Spring.

(vii) Consideration of any issues which might be included in any review of council procedures. It was agreed that any Member who wished to raise any aspect of the Council's procedures which they felt might benefit from review would advise the Chairman or Clerk who would arrange for the issue to be included in an agenda. At the suggestion of Cllr Paterson that such issues might be considered by the Quality Parish Council group, the Chairman agreed to prepare a list of possible items for discussion.

(viii) To consider the position of a Tree Warden vice former Cllr R J K Bayton. The Clerk

confirmed that former Cllr R J K Bayton had indicated a wish not to continue as Tree Warden. Cllr Brown expressed an interest which was welcomed. It was agreed that Cllr Brown should be appointed as one of the two Parish Tree Wardens, the other being A Young Esq.

(ix) Vacancy. Following the resignation of Cllr R J K Bayton, the Clerk informed the Council was required to advertise the vacancy in the usual way. Any 10 electors would be able to claim a poll and if this was not the case, the Council would be free to proceed to co option as soon as practicable. The Clerk further informed that as elections for the new unitary Council were due to take place on Thursday 1 May, 2008, the returning officer had confirmed that any poll which was claimed could be deferred until that date when no charge would fall upon the Council. Action: Clerk to advertise to the vacancy

## 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 reduction in height. City Cllr Stuart Parker informed the operator had now reduced the height of the mast to 30m. The installation was to be painted with camouflage paint and trees would be planted in the rear gardens of properties on Tarvin Road to provide a screen.

### Householder issues:

07/00241/FUL detached dwelling, The Vicarage, Wicker Lane CH3 7EL for the Chester Diocesan Board of Finance. The Clerk reported the receipt, by correspondence dated 17 January, 2008, of the architect's hope the Council would feel able to support the application. He further reported the receipt of a supporting statement by the Rector which he had circulated to all Members and separately copies of the previous minutes. After a detailed debate which took account of the statement by the Rector, the wide range of ridge heights in the locality on the one hand and the views of neighbours opposite on the other, it was proposed by Cllr Paterson, seconded by Cllr Hughes and agreed on a 4-2 vote that the Local Planning Authority should be advised the Council was not persuaded to move from its previous position.

07/2200/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. No objection had been raised although the Council had expressed concern as to land drainage citing past issues. The attention of the Local Planning Authority had been drawn to the retaining wall under construction in the front garden of the property which it was believed would be out of character. A response had been received stating:

*"This has been discussed at length with the householder and the final product will be in keeping. It is a moot point as to when landscaping of a garden, over which there is no planning control, becomes an engineering operation. In this case the house holder is spending a lot of money, he tells us, to have a garden that the neighbours will appreciate."*

07/02207/FUL two storey side extension and alterations to access at Southcroft, Wicker Lane CH3 7EL for Mr and Mrs Allen. It was noted the date for further representations had passed although the Council had felt, on initial consideration, that the amended plans were a more acceptable proposal.

07/02287/FUL dropping of kerb to allow for a driveway on to the property at 17 Hill Top Road CH3 7HJ for Ms Tracy Lovatt. The Clerk reported the receipt of advice, by letter dated 14 January, 2008 from the Local Planning Authority, that the application had been withdrawn.

07/02315/FUL additional dormers to second floor storage and play area, The Woodlands, Wicker Lane CH3 7HE for Mr H Proudlove.

The following response had been made:

*"There is no objection.*

*As a point of principle relating to flat roof extensions at ridge height, the Council would wish the LPA to note their view this design may not be appropriate for properties in the more developed part of the village, although it is accepted that each application should be considered on its own merits."*

07/2400/FUL two storey side and rear extensions and alterations at 4 Moorcroft Crescent CH3 7HA for Mr S Lloyd. Cllrs Paterson and Roberts reported. A range of views were expressed ranging from support for the development to concern at the overall size of the extended dwelling and the separation distance from the boundary. It was proposed by Cllr Paterson, seconded by Cllr Brown and agreed on a 3-1 vote that no objection should be raised.

(ii) Decision notices.

07/02126/FUL single storey extensions at front and rear of dwelling at 22 Oaklands CH3 7HE for M and L Peacock. Planning permission. Condition re no building materials or equipment to be stored under the spread of the crown of the Oak tree in the front garden which is subject to a tree preservation order.

Informative that the accommodation shall be occupied solely for purposes incidental to the occupation and enjoyment of the main house as a dwelling and shall not be used as a separate unit of accommodation.

07/02200/FUL two storey side extension to provide bedroom with garage below, single storey rear extension to extend kitchen, utility/toilet and balcony at Ganilly, Church Lane for Mr W Young. Planning permission. Informative that the property is adjacent to a public footpath with seven obligations.

07/02295/FUL conversion of garage including small single storey extension at side of the property at 14 Oaklands CH3 7HE for Mr Bansal. Planning permission.

07/02315/FUL Additional dormers to second floor storage and play area at The Woodlands, Wicker Lane CH3 7EL for Mr H Proudlove. Planning permission.

(iii) Appeal.

07/00509/FUL 2 no. garages, land between Summerfield House and 4 Summerfield Road. There was nothing further to report at this stage.

(iv) Parish Plan. Cllr Paterson reported further. It was hoped that new interested parties would attend a forthcoming meeting. The questionnaire remained under preparation, efforts having been diverted by the complexity of the grant application.

(v) Village Design Statement. Cllr Fisher reported further on his informal work. It was hoped there would be an article in a forthcoming issue of The Marigold

(vi) Strategic planning. Public Consultation: strategic environmental assessment of Cheshire's joint municipal waste management strategy. The assessment had been given initial consideration by the Clerk who referred to the volume and complexity of the documents and indicated it had not been possible to provide a response for Members' consideration ahead of the deadline. This was noted. The consultation was referred to Cllr Roberts as Parish Recycling Champion for information. (b) Cheshire County Council Waste and Planning Service, validation of planning applications; local list consultation. The Clerk reported the receipt, by letter dated 17 January 2008, of advice of this consultation, a response upon which was due by noon on Monday

25 February, 2008. Action: The Clerk.

4 Parish car park. (i) site meeting. Cllr Hughes reported on a site meeting with the grounds maintenance contractor which had taken place on Saturday 26 January, 2008. The Clerk had been unable to attend. The area had appeared clean and tidy. (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, the concerns raised by Mrs Kirk had been 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. Cllr Hughes believed there was a long term need to remove Ivy. He felt the specification within the contract with respect to the removal of weeds and the trimming of saplings should be revisited. This was agreed. Cllr Hughes further suggested there might be mass planting of daffodils and it was agreed the advice should be sought of the City Council's landscape officers as to the extent of any improvement scheme which might be possible. It was noted there was one remaining opportunity for a possible grant application to the Cheshire Year of the Garden. (iii) White Tornado. The suggestion by Mrs Kirk that the Council might encourage the White Tornado groups which had previously cleaned up untidy areas on a voluntary basis would be revisited.

#### 5 Leisure Services.

##### (i) Children's Playing Field:

(a) Grounds maintenance issues. Cllr Hughes reported on a site inspection carried out with the contractor on

26 January 2008. The winter cut was awaited due to ground conditions and the goal posts would be returned for Easter. (b) Mole infestation. There was nothing further to report at this stage. (c) Nets. Cllr Hughes would indicate to the contractor that in re-erecting the goal posts on the field, a disproportionate amount of time should not be devoted to affixing the nets in view of past experience. (d) Dog Exclusion Order. The Clerk reported that formal notice of the confirmation of this Order had been given by the City Council.

##### (ii) Children's Play Area

(a) CCTV and CCTV protocol.

The Clerk said he was pleased to be able to report that at the meeting of the Gowy North Area Committee meeting on Thursday 10 January 2008, a grant had been agreed of £750 towards the proposed replacement CCTV system. This brought total Area Committee support for the project to £1,450. Cllr Hughes, as Chairman of Guilden Sutton Community Association, said it gave him great pleasure, on behalf of the Association, to present the Council with a cheque for £500 towards the scheme. This generous gesture was gratefully acknowledged.

It was further noted the Council had now secured external funding of £1,950 towards the estimated cost, net of VAT which was recoverable, of £4,280. On this basis, it was proposed by Cllr Moulton, seconded by Cllr Roberts and agreed that the scheme proposed by Chester Security Systems (estimate no 9437, dated 14 September, 2007 in the sum of £4,280 plus VAT) should proceed subject to the company being asked to confirm there had been no increase in price or alteration to the specification in the meantime. The funding would be found through the grants which had been obtained, contingency and reserves.

Cllr Hughes reported the receipt of an inquiry as to the purchase of the existing system. The Clerk would confirm with Chester Security Systems that as the equipment was in excess of three years old, there would be no residual value.

(b) Inspections including condition of safety surfacing, toddler wheel and self closing gate. Efforts continued to be made by Cllr Paterson and the Clerk to secure action by Play and Leisure to deal with the defective toddler steering wheel and the self closing gate.

(c) Cleansing of equipment. Cllr Paterson kindly clarified the intention that a working party should be formed to cleanse the play area equipment during the early Spring.

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

(e) Grounds maintenance issues. Cllr Hughes reported on a site inspection with the grounds maintenance contractor on Saturday 26 January, 2008. The contractor had been authorised to remove leaves from underneath the boundary hedging.

(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. (i) Site meeting. 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 letter dated 24 November 2007, from Mrs Y Kirk as to the condition of this path would also be taken into account. Action: The Clerk. (ii) Sign Church Lane. The position of the signpost at the junction of Church Lane and footpath no 2 would be referred to the Parish Paths Warden. 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.

(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 had attended a further site meeting with Messrs Gresty as minuted above.

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

(vi) Landscaping, Fox Cover. Future maintenance arrangements following the resignation of Cllr R J K Bayton would be revisited.

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

6 Public transport.

(i) ChesterBus. 35 service: correspondence per Mrs Y Kirk. There was nothing further to report at this stage. (ii) Chester District Public Transport Liaison Committee Wednesday 16 January 2008. The Clerk reported the receipt of the agenda for this meeting which confirmed that all journeys by Arriva to Pipers Ash had been withdrawn on 24 December 2007.

City Cllr Stuart Parker informed there was no further progress with respect to the 35 service.

7 Highways.

(i) Strategic. Hoole Bridge closure. It was noted the diversion route to the city centre would use the A41 past the junction with Guilden Sutton Lane wef the commencement of the

closure on Monday 11 February 2008.

City Cllr Stuart Parker informed that in order to assist with congestion, a temporary camera had been installed at the Vicars Cross lights which would enable traffic to be monitored and the frequency of the lights to be adjusted.

(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 issues identified at the meeting between the Clerk and the Access Officer on 19 December 2007 would be revisited. Practical measures to improve disabled access could include:

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

Cutting back overhanging vegetation from the planters.

Encouraging those shop owners who wished to purchase portable disabled access ramps and fit a bell system at no great cost.

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

Marking a disabled parking space in front of the shops.

(k) Condition of carriageway, Oaklands. Action was awaited by the Area Maintenance Engineer in respect of the reported faults on Oaklands.

(l) Field boundary adjoining the footway. It was confirmed that action was awaited with respect to the removal of the adjacent barbed wire. Action: Clerk to approach Area Maintenance Engineer.

(m) Junction A41/Guilden Sutton Lane. 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 had been referred to the highway authority. PC Baker had been advised.

(n) Footway, Guilden Sutton Lane. It was not known at this stage what action might be possible by the highway authority to deal with the issue of flooding on the footway. At the suggestion of Cllr Hughes, PC Baker would be thanked for his input.

(o) 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 following response had been received from the highway authority:

*"The general philosophy is that speed limits are most effective when they are seen by most drivers to be reasonable restrictions in the particular circumstances. This is because, knowing that full time enforcement is not possible on all roads, we are to a large extent relying on the willing co-operation of the majority of drivers in honouring signs. A level of limit that is not realistically matched to the environment will quite simply be ignored and it is illusory to think of such limits as providing any increased protection to frontagers and other road users.*

*20 mph is the lowest limit that can be introduced on the public highway, but research carried out by the Transport Research Laboratory showed that this has very little effect on vehicle speeds. Department for Transport guidance specifies that 20 limits are therefore only suitable where vehicle speeds are already low, or where additional traffic calming measures are planned.*

*Our view is that it is not the best use of resources to introduce these limits if they are unlikely to have a significant effect on vehicle speeds, and there are no proposals to introduce any 20 mph speed limits at the present time."*

Mrs Kirk had been advised.

(p) 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 was no standard which applied to the visibility of signs. However, if the Council could provide locations, the Area Maintenance Engineer would be more than happy to arrange for these to be inspected and appropriate action taken if necessary. Action: All Members.

(q) Highways and Transportation local joint committee Thursday 24 January 2008. The Clerk reported the receipt of this agenda which referred to the introduction of civil parking enforcement in Chester from July 2008.

(iii) Lighting. It was noted that lights in Summerfield Road and the dell were day burning.

8 Finance:

(i) Income:

Co-operative Bank

Interest (5 Dec)	£	3.95
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Donation

Wreath 2006	£	18.00
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Scottish Widows no 1

interest 2 January 2008	£	305.86
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(ii) Payments:

Gresty

Grounds maintenance £ 1,350.00\*

Mrs L Beresford

Christmas Tree/lights

(replaces the payment to Mrs

Ruth Connolly.) £ 38.98

Clerk

Photocopies

240@5p £ 12.00

Proposed by Cllr Paterson

Seconded by Cllr Brown and agreed.

\* subject to clarification of charges relating to weed spraying.

(iii) Balances

Co-operative Bank

19 December 2007 £ 2,295.87

Scottish Widows no 1

2 January 2008 £23,014.80

Scottish Widows no 2

2 July 2007 £ 2,275.85

The Clerk reported that no statements had been received from Scottish Widows in respect of the no 2 account since 2 July, 2007. This would be pursued.

(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	£	<u>6.98</u>
	£	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) Budget 2008/09. The Clerk confirmed that a request had been made to the City Council for a precept in the sum of £13,104.

(viii) Notification of the appointment of the Audit Commission as the Council's external auditor. The Clerk reported advice, by letter dated 28 January 2008, that the Council's external auditor for the forthcoming five years would be Jackie Bellard of the Audit Commission's Limited Assurance Specialist Unit rather than UHY Hacker Young. The Council hoped it would continue to enjoy a helpful and constructive relationship with the new auditor.

9 Environment Services:

(i) Recycling issues. Cllr Roberts, Parish Recycling Champion, indicated there was nothing further to report at this stage.

(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. There was nothing further to report at this stage. (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 was to contact the City Council as to the concerns raised by Mrs Church and Mrs Sumner at public speaking time with respect to fly tipping but believed, on the basis of past experience, that unless there was clear evidence of an environmental health problem, little action would be possible.

(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 had responded 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 which she believed should be emptied more often as they were regularly full to overflowing.

(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. There was nothing further to report at this stage.

11 Cheshire Association of Local Councils.

(i) Chester Area Meeting. The Clerk reported a meeting of the Chester Area Meeting had taken place on Wednesday 16 January, 2008 at County Hall. The anticipated speaker on the local government review had been unable to attend but would be present at the next meeting.

(ii) 2007/8 national salary award for Local Council Clerks. Further to the receipt of details of this award, it was agreed the matter should be dealt with by Cllrs Hughes and Paterson.

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 relating to 2006/07, the new treasurer of the PCC having submitted the necessary supporting papers.

(ii) Gowy North Area Committee. (a) Gowy North Area Committee, Thursday 10 January 2008: Second Round of Payments 2007/08. As minuted above, the Council had been awarded a grant of £750 towards the proposed replacement CCTV system. (b) Corporate Plan 2008 -11. The Clerk reported the receipt, by correspondence dated 10 January, 2008, of a summary of the City Council's corporate plan.

(iii) Village Hall and community buildings seminar, Wednesday 16 January 2008, Burley Hall, Waverton. Cllr Hughes, as Chairman of Guilden Sutton Community Association, described this seminar as excellent.

(iv) Review of polling places. The Clerk reported that as part of this review, the returning officer had commented that polling places within Chester district, including Guilden Sutton Village Hall, were satisfactory subject to the provision of portable disabled access ramps where appropriate.

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

14 Local Government Review. As agreed at the previous meeting, the Clerk had made representations to the three political parties that candidates should be selected from across the geographic area covered by each of the new unitary council divisions to retain at least some local knowledge. Responses were awaited.

City Cllr Stuart Parker informed that elections for the new unitary authority would be held on Thursday 1 May, 2008. The authority would have 72 members, three of whom would represent the existing County Council Gowy division.

15 Cheshire Community Council. (i) Strengthening Rural Communities. The Clerk reported the receipt of details of a grant aid scheme which specifically referred to Guilden Sutton as being eligible, amongst other villages. This had been passed to Cllr Hughes. (ii) Community Pride Competition 2008. The Clerk reported the receipt, by correspondence dated 28 January 2008, of advice of the Community Pride Competition, 2008. The Council visited the reasons why in recent years it had not been thought appropriate to resume an entry. These were confirmed.

16 CPRE. There were no action items to report.

17 Health. There were no action items to report.

18 Policing. (i) Have Your Say, Chester (formerly the Chester Police Forum). Cllrs Hughes and Moulton had attended this meeting held on Tuesday 15 January 2008 in St Mary's Centre, St Mary's Hill, Chester. It was noted that future meetings would take place on Tuesday 15 April at Kelsall Community Primary School, Flat Lane, Kelsall, Tuesday 15 July at Lache Community Centre, Hawthorn Road, Tuesday 14 October at the Barbour Institute, Tattenhall and on Tuesday 13 January 2009 at St Mary's Centre, St Mary's Hill, Chester all at 7pm.

(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. (iii) crime issues. There was nothing further to report at this stage.

19 Newsletter. The Clerk indicated he proposed to issue a further newsletter prior to the end of the financial year.

20 Memorial garden. The Clerk had obtained an application form for the proposed work to the Sycamore as previously minuted. This would be forwarded to Cllr Brown as Parish Tree Warden.

21 Bulb planting. There was nothing further to report at this stage.

22 Parish IT. Cllr Fisher reported on the intention to post a history of the Parish Council prepared by former councillor R M Armitage on the site.

23 Primary School. Cllr Hughes reported further.

24 Remembrance Sunday Service. (i) Payment for wreath. The Clerk indicated an invoice had yet to be received. (ii) Payment re orders of service. The Clerk was contacting the Minister, the Rev Paul Taylor, as to whether or not it would be appropriate for the Parish Council to offer the Methodist Church a contribution towards the cost of the orders of service used at the Remembrance Sunday Service.

25 Planning post cards. A renewed approach was being made by the Clerk to the printer to obtain a modest supply.

26 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.

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

28 Land ownerships. Further consideration would be given to the suggestion by Cllr Paterson that it would be beneficial for the Council to compile a register of land ownerships which adjoined footways and public footpaths.

29 Cheshire Year of the Garden. It was noted that grants of between £100 and £1,000 were available to not-for-profit groups wishing to contribute to the Year of Gardens Community Programme. The final date for applications was Thursday 10 April, 2008.

30 Members information items.

Grounds maintenance. Cllr Hughes informed of the desirability of the Council obtaining three estimates for grounds maintenance in 2008/09 should this be possible.

Trees, Cinder Lane. A Member referred to the removal of trees at a property. The Clerk informed of planning permission for development at the dwelling and the fact he understood the trees were not protected.

31 Information correspondence.

RoSPA - inspection of children's play areas 2008.

ChALC/NALC: Newsletter 118.

Society of Local Council Clerks, annual policy and technical update.

The Playing Field Winter 2007/08

Parish referendum re Treaty of Lisbon. Anonymous.

Matters considered in the absence of the press and public.

32 Obstruction of the highway. Further to the report to the previous meeting of the alleged obstruction of public land by fencing and chain which a Member believed could impede the safety of pedestrians and cyclists, the Council noted the advice given by the Clerk at the previous meeting but asked that the issue be drawn to the attention of the Area Maintenance Engineer. This was agreed. Action: The Clerk.