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## Parish Council Minutes

### Guilden Sutton Parish Council

#### Minutes of the ordinary meeting of the Council held on Monday 3 March 2008 in Guilden Sutton Village Hall

Chairman: Cllr D Fisher

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

In attendance: City Cllr B J Bailey, A Jackson Esq.

Public Speaking Time. Mr A Jackson raised issues relating to overgrown hedges, dog fouling, overhanging trees on Porters Hill and the migration of gravel onto the footway from gravel drives. The Chairman responded and provided assurances as to the action the Council would take. Mr Jackson would be informed.

1 Apologies. Apologies were received from County Cllr E Johnson, 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.

(ii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 4 February 2008 in Guilden Sutton Village Hall. The minutes of the ordinary meeting of the Council held on Monday 4 February 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 Roberts in the minute referring to householder application 07/2400/FUL two storey side and rear extensions and alterations at 4 Moorcroft Crescent CH3 7HA for Mr S Lloyd.

Further to the point raised by Cllr Hughes as to the distribution of minutes by e-mail, the Clerk had confirmed with the Chief Officer of the Cheshire Association of Local Councils there was no legal requirement for minutes to be circulated.

(iii) Dates of future meetings: Confirmed: 7 April, 12 May, 9 June, 21 July, 1 September, 6 October, 10 November and 1 December 2008.

(iv) Quality Council matters. It had not been possible to arrange a meeting of the Quality Parish Council steering group. This would be progressed.

(v) Code of Conduct for Local Authority Members. (a) Standards Board for

England: The Code Uncovered. Cllr Hughes reported he had viewed this training video which would be circulated to other Members.

(vi) Consideration of any issues which might be included in any review of council procedures. The Chairman reported that no issues had been brought to his attention.

(vii) Vacancy. The Clerk reported that following the resignation of former Cllr R J K Bayton, notification of the vacancy had been given on 1 March 2008.

## Planning

(i) New applications: Householder issues:

07/00241/FUL detached dwelling, The Vicarage, Wicker Lane CH3 7EL for the Chester Diocesan Board of Finance.

The following response had been made: *Members wish to maintain their previous position.*

The application was recommended for approval to a meeting of the Planning Board on Wednesday 5 March 2008. The case officer's report had been circulated to all Members by the Clerk.

(ii) Decision notices.

07/02207/FUL two storey side extension and alterations to access at Southcroft, Wicker Lane CH3 7EL for Mr and Mrs Allen. 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. Cllr Fisher indicated that minutes of the Parish Plan Group were now appearing on the website.

(v) Village Design Statement. Cllr Fisher reported the intention an article would appear in a forthcoming issue of The Marigold. Residents would be encouraged to provide photographs of aspects of the village which they valued. It was hoped the article might encourage others to become involved in any village design statement which might be prepared.

(vi) Strategic planning. (a) Regional special strategy, partial review. It was noted that any response was due by **26 March 2008.** (b) Cheshire Replacement Waste Local Plan. The Clerk reported the receipt, by letter dated 27 February 2008, of a copy of the final printed version of the Cheshire Replacement Waste Local Plan.

4 Parish car park.

(i) Grounds maintenance. The Clerk had approached the City Council's landscape officers as to the extent of any improvement scheme which might be possible. The intention was that any scheme should be easy to implement and maintain. It was noted there was one remaining opportunity for a possible grant application to the Cheshire Year of the Garden. The Chairman believed that additional grounds maintenance was necessary although Cllr Hughes pointed out that work had already been agreed with the contractor. It was accepted that any additional work should be clearly specified in the contract. (ii) 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 in the newsletter.

## 5 Leisure Services.

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

(a) Grounds maintenance issues. The winter cut was awaited due to ground conditions. The goal posts would be returned for Easter. Cllr Fisher suggested the reseeding might not be as successful as had been hoped as he did not believe that course strong grass seed had been applied. Cllr Hughes asked if this had been specified. Cllr Paterson referred to the amount of litter in the ditch and to the condition of the mesh on the basketball equipment. (b) Mole infestation. There was nothing further to report at this stage. (c) Nets. Cllr Hughes had indicated 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 Control Order. The Clerk reported the receipt, by letter dated 12 February 2008, of confirmation that a Dog Control Order now applied to the children's playing field.

(ii) Children's Play Area. (a) CCTV and CCTV protocol. Chester Security Systems had been asked to confirm there had been no increase in price or alteration to the specification. A request had been made for the equipment to be retained for disposal by the Council. (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) Litter bin emptying. There was nothing further to report at this stage. (d) Grounds maintenance issues. There was nothing further to report at this stage. (e) Dog Control Order. The Clerk reported the receipt, by letter dated 12 February 2008, of confirmation that a Dog Control Order now applied to the children's play area.

(iii) Public Footpaths. (a) Footpath 7. The Clerk reported the receipt of advice, by letter dated 20 February 2008, that the County Council intended to carry out clearance, ditching and drainage works before the end of the financial year to enable it to meet its legal obligation that the route should be of a suitable standard for the public to use. He had been disappointed to note the prior consultation which had been agreed by the Countryside Access Manager at an earlier stage had not taken place and had arranged a site meeting on Friday 29 February 2008. Details of the work to be carried out had been explained by the Public Rights of Way Maintenance Manager. Assurances had been given that although the appearance of the route would initially be stark, it would quickly recover. An offer had been made for Members to visit a route in Malpas where similar work had been carried out. Cllr Fisher and the Parish Paths Warden, Mr Brian Lewin, who had attended, reported further. The surface would be cleared to provide the necessary width and would not be made up. Ditch crossings would be piped and gates and stiles would be removed. There was a need for an existing bench to be relocated as it would obstruct the route. The cost of the work was £10,000, to include the provision of two substantial benches. Cllr Hughes expressed concern about changes to the character of the path and believed it would be dangerous for people to emerge onto Station Lane which would be an open access. It was agreed the offer of two benches should be accepted, a preference would be expressed for wooden signs and the advice of the County Engineer and the Police would be sought as to the safety of the junction with Station Lane. The disappointing lack of prior consultation would also be brought to the attention of the Public Rights of Way Unit. The following letter was subsequently sent to the highway authority and the Police:

*"The Rights of Way Unit is presently opening up a new restricted byway on the line of a former public footpath, Guilden Sutton 7, on the boundary of Guilden Sutton and Mickle Trafford.*

*At Station Lane there will be, for the first time, an unrestricted access.*

*Guilden Sutton Parish Council is aware the PROW is not required to take account of road safety issues.*

*However, as they stated at the public inquiry, Members are concerned that users*

*unfamiliar with Station Lane will emerge from the access into the face of rat running traffic subject only to the national 60mph limit.*

*The road is also unlit and has no footways.*

*Similar concerns apply for the safety of horse riders, cyclists and pedestrians who may be attracted to use the access to the new byway but in so doing would have to contend with traffic conditions on the road.*

*Members wish to draw this issue to your attention and ask that an urgent assessment is carried out to ensure that users of the byway are not put at risk due to traffic conditions on Station Lane.'*

(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 had arranged a site meeting with the City Council and the highway authority to take place at 1pm on Tuesday 11 March 2008 as to the condition of the footpath. (ii) Sign, Church Lane. The position of the signpost at the junction of Church Lane and footpath no 2 was being 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 bank account. There was nothing further to report at this stage.

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage of the season. (b) Parish Council contract 2008/09. The Clerk reported that estimates had been sought from three contractors. He further reported the invoice which had been received in the sum of £1,350, including two weed spraying treatments of £80, had been reduced with the agreement of the contractor to include only one weed spraying treatment.

(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) Bus services. (a) 35 service: correspondence per Mrs Y Kirk. There was nothing further to report at this stage. (b) Cllr Roberts suggested steps should be taken by the Council to encourage the use of public transport. Cllr Hughes said he would support a public meeting. It was agreed the issue should be raised in the forthcoming edition of the newsletter.

7 Highways.

(i) Strategic. Hoole Bridge closure. It was not thought the diversion route to the city centre past the junction with the A41 and Guilden Sutton Lane, which had come into effect with the closure of Hoole Bridge on Monday 11 February 2008, had caused any undue difficulties at this stage.

(ii) Local matters.

(a) Speed issues. (i) Speed indicator device. It was agreed sessions should be sought during the weeks 7 or 14 April and 5 or 12 May 2008. (ii) Police radar. A response was awaited in relation to the approach to the Project Rural Matters Co-ordinator, 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 response was awaited from the highway authority.

(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. Cllr Roberts indicated that residents believed it was only a matter of time before an accident occurred. The situation was deteriorating. It was agreed a request should be made to PC M Baker for PCSOs to be deployed.

(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.

(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 noted the barbed wire had been removed by the highway authority and replacement fencing was being erected by the landowner.

(m) Junction A41/Guilden Sutton Lane. There was nothing further to report at this stage.

(n) Footway, Guilden Sutton Lane. It was noted that work had been carried out by the highway authority to improve drainage. This had included some recontouring of land within the adjacent field. Cllr Hughes pointed out the activity had followed an approach by PC Baker. PC Baker would be thanked.

(o) Road signs. Members would advise the Clerk if they became aware of any road signs in and around the village which were obscured by vegetation.

(p) Migration of gravel. The concerns raised by Mr Jackson were noted. It was agreed the issue would be drawn to the attention of the highway authority and that occupiers with concerns would in future be encouraged to report issues themselves.

(iii) Lighting. Faults would be reported at the rear of the village hall and in The Dell.

8 Finance:

(i) Income:

Co-operative Bank

Interest 4 January 2008 £ 3.39

(ii) Payments:

Gresty Grounds maintenance £ 1,270.00\*

Royal British Legion donation,  
November 07 wreath £ 18.00

Clerk

Photocopies

246@5p £ 12.30

Mileage 4@ 40p £ 1.60

£ 13.90

\* amended invoice

Proposed by Cllr Hughes Seconded by Cllr Paterson and agreed.

(iii) Balances

Co-operative Bank

9 January 2008 £ 2,265.25

Scottish Widows no 1

2 January 2008 £23,014.80

Scottish Widows no 2

2 July 2007\* £ 2,275.85

\*The Clerk was pursuing the issue that no statements had been received from Scottish Widows in respect of the no 2 account since 2 July, 2007.

(iv) Report on contingency payments.

Budget: £ 1,465.00

Payments: £ 250.33

The Council agreed that details of individual payments should be discontinued.

(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. It was proposed by Cllr

Hughes, who had verified the amount, seconded by Cllr Paterson and agreed that this amount with an uplift of 5% to allow for delayed interest should be transferred. **Action: The Clerk.**

(vii) Budget 2008/09. The receipt of the precept was awaited. Details of the agreed budget, amended only to include a reference to the transfer to the Clerk's gratuity, to be taken from contingency, would be appended to these minutes.

#### 9 Environment Services:

(i) Recycling issues. Cllr Roberts, Parish Recycling Champion, reported.

(ii) Amenity cleansing. (a) Site meeting. A site meeting had been arranged as minuted above. This would also include Belle Vue Lane and 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.

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

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

(vii) Odour, Guilden Sutton Lane. A Member referred to the odour arising from horse manure adjoining the footway on Guilden Sutton Lane. It was noticed the practice had been in existence for a number of years.

10 Trees and hedges. (i) Access to public footpath no 2 from Oaklands. As minuted above, a response was awaited from 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. It was noted the situation had improved. (iv) Canopy, Porters Hill. The issue raised by Mr Jackson would be referred to the highway authority. (v) Procedure for dealing with complaints of overgrown hedges. It was agreed that occupiers with concerns would in future be encouraged to report issues themselves to the highway authority. (vi) Eucalyptus, Oaklands. A Member expressed concern at the height of a Eucalyptus on private property on Oaklands.

11 Cheshire Association of Local Councils. (i) 2007/8 national salary award for Local Council Clerks. The matter was being dealt with by Cllrs Hughes and Paterson. (ii) Chester Area Meeting 5 March, 2008. It was noted there would be a speaker on the outcome of the Local Government Review. (iii) Lobbying. The Clerk reported that as a result of intensive lobbying at extremely short notice, with which he had been pleased to be involved as Chester Area Secretary, the County Council had been persuaded to safeguard a £35,000 grant to the County Association which it had become apparent only 72 hours prior to the decision being taken could have been reduced. The City Council, which had not been intending to increase the double taxation grant, had been persuaded to allocate £15,000 to enable a further 25p increase. This would be of direct benefit to

taxpayers in Guilden Sutton. The Clerk was thanked for his efforts. (iv) E - Planning Seminar. The Clerk reported the receipt of advice, by letter dated 28 February 2008, of an interactive seminar to be held on Thursday 17 April 2008 at 6.30pm in Northwich Memorial Hall on the range of electronic services now offered by local planning authorities.

#### 12 Chester City Council

(i) Maintenance of churchyards and burial grounds. An approach had been 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. It was noted the next meeting would be held on Thursday 13 March 2008 at 7pm in Barrow Village Hall.

(iii) Chester in Bloom. The Clerk reported the receipt of advice, by letter dated 14 February 2008, of Chester in Bloom, 2008. (iv) City Cllr B J Bailey. City Cllr Bailey informed as to the speed limit review programme being undertaken by the highway authority. Members raised issues including the impact of the Disability Discrimination Act with respect to the barrier at Hill Top Road and the intentions of the new West Cheshire and Chester unitary authority so far as hosting village websites was concerned. City Cllr Bailey responded.

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

14 Local Government Review. The Clerk reported he had received responses to his 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. He understood the Conservative candidates for Gowy would be City Cllrs Bailey and Parker (Christleton) and Deynem (Kelsall.)

15 Cheshire Community Council. There were no action 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 Have Your Say. 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. (iv) Ward Walk 23 February 2008. It was noted a ward walk had taken place on Saturday 23 February 2008 at 6pm.

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. It was agreed that bulb planting in Autumn 2008 would take place on the parish car park bank.

22 Parish IT. Cllr Fisher indicated there was nothing further to report this stage.

23 Primary School. Cllr Hughes reported further. A school travel plan had been prepared. School funds were to be audited.

24 Remembrance Sunday Service. (i) Payment for wreath. The Clerk indicated an invoice had yet to be received. It was agreed that in the absence of an invoice, the customary donation of £18 would be made. (ii) Payment re orders of service. The Clerk had contacted 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. A response was awaited.

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 as minuted above.

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. Cllr Kerfoot reported. Her proposal the village should hold a gardens open day was warmly supported.

30 Members information items.

Litter, Guilden Sutton Lane/Belle View Lane. Cllr Paterson informed as to the volume of litter on Guilden Sutton Lane and Belle View Lane.

Consultation on planning applications. Cllr Kerfoot raised issues as to the Council's consultations on planning applications. Cllr Moulton referred to the lack of notices of proposed development.

Footway, Guilden Sutton Lane. Cllr Hughes referred to the condition of the footway on Guilden Sutton Lane.

Cheshire Life. Cllr Hughes referred to a report on Guilden Sutton which had appeared in Cheshire Life.

31 Information correspondence.

Chester City Council: Past Uncovered February 2008, Corporate Plan 2008-11.

Cheshire County Council: Facts in Focus 2007/08, Cheshire Rural Touring Network, Spring season 2008, Cheshire Matters February 2008.

Cheshire Community Council: Cheshire Rural View, February 2008.

Cheshire Police Authority: Have Your Say, Chester, January 2008.

MENCAP, appeal for donation.

Enjoy England, Celebrate St George's Day 23 April 2008.

**Matters considered in the absence of the press and public.**

32 Obstruction of the highway. The issue was being drawn to the attention of the Area Maintenance Engineer. **Action: The Clerk.**