

Parish Council Minutes

Minutes of the ordinary meeting of the Council held on Monday 7 December 2009 in Guilden Sutton Village Hall.

Chairman: Cllr P M Paterson.

Present: Cllrs I Brown, A Davis, D M Fisher, J Hughes, W Moulton, P M Paterson.

In attendance: Cllr B J Bailey (Cheshire West and Chester Borough Council).

1 Procedural matters.

(i) Apologies. Apologies were received from Cllr D Hughes and Cllr M Kerfoot. It was proposed by Cllr Paterson, seconded by Cllr W Moulton and agreed these should be accepted for the reasons tendered.

Apologies were received from Cllr S Parker and PC M Baker.

(ii) Declarations of interest.

Members were reminded that they should declare any personal interest which they had in any matter or item to be considered at the meeting. Any declaration must be made before the matter, or item, was considered or as soon as the Member became aware a declaration was required. Similarly, if the interest was also a prejudicial one, this must be declared and the Member must leave the room after making a statement should they so wish under clause 12 (ii) of the code. 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 I Brown declared a personal interest in planning application 09/11515/FUL, single storey extension at front and first floor extensions at side and rear of 52 Oaklands CH3 7HE for Mr Tanner as a friend of the applicant.

Cllr P M Paterson declared a personal interest in planning application 09/11563/FUL, erection of 2.2m high boundary wall at Belle Vue Cottage, Belle Vue Lane, CH3 7EJ for Mr and Ms Mark and Audrey Jones as the applicants were known to her in her capacity as a member of the committee for the Village Fête.

Cllr J Hughes declared a personal interest in planning application 09/11658/FUL steel framed portal building extension at Tile Farm, Wicker Lane for Ardens due to the proximity of her property to the application site.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 2 November, 2009. The minutes of the ordinary meeting of the Council held on Monday 2 November 2009 were proposed by Cllr J Hughes, seconded by Cllr D M Fisher and agreed as a correct record.

(iv) Dates of future meetings:

Mondays 4 January, 1 February, 1 March, 12 April, 10 May, 7 June, 12 July, 6 September, 4 October,
1 November, 6 December 2010.

(v) Publication scheme: Training. Further to the Clerk having reviewed the training DVD prepared by the Information Commissioner on the application of the scheme, this had been referred to the Chairman. **Action: The Chairman.**

(vi) Code of Conduct. The Clerk would prepare and circulate a note of the main points made by the Monitoring Officer in due course.

(vii) Additional powers for Parish and Town Councils. The Clerk informed he had contacted Mrs Christine Russell MP requesting that should parliamentary time become available, she might support the proposed amending Bill which sought to vary the Sustainable Communities Act 2007 to make provision regarding town and parish councils, local decision-making and expenditure, the consideration of proposals and connected purposes.

(viii) Appointment of a local bus user contact. The appointment of Cllr W Moulton as local bus user contact would be publicised in the forthcoming issue of the newsletter.

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(ix) UK Youth Parliament. The Clerk was contacting Mr Palmer to encourage him to keep in touch with the Council on village matters or other issues he felt he may wish to raise.

(x) Communications between Members. Cllr Fisher referred to recent difficulties in communicating between Members by e mail. It was agreed that when Council became aware that matters requiring communication by e mail were imminent, Members would be alert for any messages.

2 Public Speaking Time.

The Clerk confirmed that Summerfield House was being informed of the availability of public speaking time should any residents wish to raise issues.

3 Planning:

(i) New applications.

09/11515/FUL single storey extension at front and first floor extensions at side and rear of 52 Oaklands, CH3 7HE for Mr and Mrs Andrew and Janine Tanner. Inquiries had been made by Cllrs Fisher and Davis. The following response had been made:

“This 4-bedroomed property has previously benefited from ground and first floor extensions. The proposed extensions to the front ground floor and the side first floor would be similar to existing alterations to similar properties in the locality.

We believe the proposed first floor rear extension, to provide a 6th bedroom, is over-ambitious. Together with the 1st floor extension it would be over-dominant over 54 Oaklands. Acceptance of this proposal would present a precedent to all similar houses in the locality, which would be to the detriment of the neighbourhood. We wish therefore to OBJECT to that element of this application on the basis of policy HO8”

Cllr Fisher informed he was aware the applicants had responded to the local planning authority to clarify what they believed were inaccuracies or misrepresentations. He regretted if these had arisen, but believed the plans had not been entirely helpful. The issues raised did not affect the particular basis of the Council's response. **Action: Noted.**

09/11563/FUL erection of 2.2m high boundary wall at Belle Vue Cottage, Belle Vue Lane CH3 7EJ for Mr and Ms Mark and Audrey Jones. The following response had been made following inquiries by Cllr D Hughes and Cllr J Hughes:

“The Council wishes to OBJECT to the proposal for a lengthy 2.2m high brick boundary wall which it believes would be contrary to PPG2 and to local plan policies ENV 63 and ENV 66, all of which seek to protect the most valuable part of the Green Belt, namely its openness”.

An additional response had been added:

“In addition to my Council's previous response, it is also felt the proposal fails to comply with policy ENV 24”.

The Clerk informed he had subsequently been informed by the local planning authority the application had been withdrawn.

09/11658/FUL steel framed portal building extension at Tile Farm, Wicker Lane for Ardens. Further inquiries had been made by Cllr Hughes. The Clerk reported the receipt, by correspondence dated 18 November, 2009, of an objection by Mr S C Whitney and Miss C Wormleighton, Hill Farm House, Wicker Lane. Members noted the application was the final proposal of a series of three to provide storage at the farm. There would be no additional traffic although this would now be spread over varying periods. No objection had been raised by the highway authority. It was agreed no objection should be raised.

(ii) Decision notices.

The Clerk informed it that no decision notices have been received.

(iii) Parish Plan: progress report. Cllr Paterson reported further as to the arrangements for the launch.

(iv) Village Design Statement. There was nothing further to report at this stage.
09/10 083

(v) Strategic Planning.

(a) Cheshire West and Chester Borough Council Local Development Framework core strategy topic papers. Further to the receipt, by correspondence dated 26 October, 2009, of consultation by the borough council on the new local transport plan, core strategy issues and options and on a draft sustainable community strategy, for which responses were required by 13 January, 2010, the Clerk was indicating the Council was keen to continue to be consulted and had concerns about the protection of the particularly fragile Green Belt within the parish, the amount of development to be allowed in villages washed over by the Green Belt, the retention and further development of rural public transport services, the provision of sites for Gypsies and Travellers and highway maintenance. Cllr Paterson informed she believed it was important the Council should respond and that if possible an article should be included in the newsletter. Known interested third parties such as a former Cllr R M Armitage and Mrs Y Kirk should also be informed. The Clerk indicated he would be able to provide an e-mail link to the consultation. **Action: The Clerk.**

(b) Consultation on submitted draft North West Plan Partial Review (including non technical sustainability appraisal report). The Clerk had been unable to prepare a response by the due date but would pursue other options for making a representation. **Action: The Clerk.**

4 Quality Council issues.

(i) CiLCA qualification. The Clerk reported further on progress relating to the compilation of the portfolio. The aim remained to achieve qualification by March 2010 ahead of the next parish council elections in May 2011.

(ii) Training: general. The Clerk would circulate details of the Power to Promote Well Being. He regretted he had been unable to attend the Audit and Finance update session held on Wednesday 25 November, 2009 in Middlewich. Training dates for 2010 would be circulated when they became available from the County Office.

(iii) Moving Towards Quality Parish Council Status. (a) Conduct of Council business. The NALC model standing orders would be considered by the small group which had been established comprising the existing Quality Council group of Cllrs Fisher, D Hughes and Brown. (b) Status. A meeting would be arranged in due course to enable the group to consider the requirements which would have to be met by the Council if it was to achieve Quality Parish Council status to which it was committed in principle. **Action: Cllr Brown.**

5 Parish car park.

(i) Grounds maintenance. Performance against specification by the contractor, including the need for the grass to be cut on a regular basis and for weeds to be removed from the hard surface would continue to be closely monitored.

(ii) Improvement scheme. (a) removal of overgrowth. The Clerk informed that Messrs Gresty had removed the treated overgrowth and debris at the rear of the bank in order to allow the mass planting of bulbs and of some shrubs. Their estimate, received by correspondence dated 9 October, 2009 in the sum of £119 to remove debris from the cleared area, including concrete and tree branches, to include the hire of a mini skip, had been accepted. (b) Boundary treatment. The Clerk was making a renewed approach to a contractor to seek quotations for the removal of the planting and mulch on the sides and rear of the car park and their replacement with concrete topped by setts.

(iii) Rear boundary wall. The Clerk informed he now had details of two contractors whom he intended to approach to carry out an inspection and detail any necessary repairs to the boundary wall.

(iv) Replacement noticeboard. The Clerk informed he had submitted an application to the ward councillors for a grant from their personal members budgets for the replacement of this noticeboard.

(v) Bulb planting. The Clerk informed there had been no progress with the suggestion the mass planting should be carried out by unpaid workers supervised by the probation service as it was necessary for facilities to be made available. He would inquire as to the availability of St John's Church Room for this purpose.

6 Leisure Services

(i) Children's Playing Field:

(a) Grounds maintenance issues. Cllr Paterson reported following an inspection.
09/10 084

The litter bin had not been emptied and she believed that reseeded should be carried out where necessary with depressions being filled where there was ponding. Cllr Paterson also suggested that Messrs Gresty should be requested to remove the goalposts for the winter. These works were agreed with the additional request that the goal posts should be repainted before being refitted in the Spring. **Action: The Clerk.**

(b) Mole infestation. There was nothing further to report at this stage.

(c) State of nets. There was nothing further to report at this stage.

(d) Basket ball equipment. There was nothing further to report at this stage.

(ii) Children's Play Area.

(a) CCTV and CCTV protocol. The CCTV protocol would be revisited in due course.

(b) Inspections. Cllr Paterson reported following an inspection. It was agreed that Messrs Gresty should be requested to remove quantities of moss and leaves which had variously accumulated under the junior and senior slides, the ground level bases of part of the equipment and the boundaries to the play area.

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

(d) Grounds maintenance issues. The contract requirement for detritus to be removed from the hard surfacing rather than blown into the hedge bottom would continue to be brought to the attention of Messrs Gresty. Further to Cllr Fisher informing at the previous meeting that the height of the boundary hedge was higher than desirable, an alternative estimate was being sought to that provided by Messrs Gresty. **Action: The Clerk.**

(e) Replacement of safety surfacing. The likelihood of grants being available was being pursued by the Clerk. **Action: The Clerk.**

(iii) Public Footpaths.

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

(b) Footpath 2. (i) Clearance and sweeping. There was nothing further to report at this stage. The Clerk was informing Cllr Bailey of footpath issues which had been raised with the borough council. **Action: The Clerk.**

(c) Footpath 1. Following the suggestion of Cllr Fisher that the condition of this path beyond Belle Vue cottage should be referred to the Rights of Way Warden, the issue was being brought to the attention of the warden. **Action: The Clerk.**

(d) Parish Paths Group. There was nothing to report at this stage.

(e) Mid Cheshire Footpath Society. There was no action correspondence to report to this meeting.

(f) Greenway.

(i) Opening. The wish of Members for signs to the Greenway from Guilden Sutton Lane and at the junction with footpath 7 was being referred to the project officer. The Clerk was awaiting a response to his request for leaflets with a map of the route being provided locally.

(ii) Correspondence per Mr Paul Gresty re construction of cycleway. The Clerk informed that further to the receipt, by correspondence dated 14 August 2009, of correspondence from Mr Paul Gresty, The Wood Farm, School Lane as to the effect on conservation and wildlife of work carried out by the contractor in extending the cycleway and to the response which had been provided, Mr Gresty had submitted a further letter.

(iii) Maintenance. Cllr Paterson informed of concerns by an adjoining landowner as to the inadequacy of the amenity cleansing regime. Further inquiries would be made by the Clerk.
Action: The Clerk.

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2009/10. Performance against of specification by the contractor would continue to be closely monitored.

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

(vi) Fox Cover. (i) Landscaping. There was nothing further to report at this stage as to the intention of former Cllr Armitage to prune the shrubs in the area concerned with the arisings being disposed of on site. (ii) Replacement 'no ball games' sign. The Clerk informed he had submitted an application to the ward councillors for a grant from their personal members budgets for the replacement of this vandalised sign.

(vii) Provision for youth. In the absence of Cllr D Hughes, there was nothing further to report at this stage as to the suggestion the Parish Council might seek to engage with the School Council about which Cllr D Hughes had spoken to the Headteacher. Cllr J Hughes inquired as to the provision of facilities for youth in the parish. It was pointed out the Council did not own land on which facilities could be provided and previous initial proposals involving the use of land within the control of the local authority had led to objections from neighbouring occupiers. Cllr Davis helpfully informed of the situation which had appertained over the previous 40 years during which there had been little or no provision. A number of clubs had closed due to behavioural issues although these had been led by volunteers rather than by trained youth leaders. Cllr Paterson advised the provision of facilities was an aspiration within the emerging parish plan.

(ix) Multi use games area. Further to Cllr Kerfoot referring to the possible provision of a floodlit multi use games area being provided at the primary school at a cost of £20,000, Cllr Kerfoot had been advised by the Clerk that any support from the Parish Council should be fed in as part of the budget process. Cllr Kerfoot had confirmed that should such a proposal emerge during 2010/11, it was expected that an application would be made for a grant from the Council. **Action: Cllr Kerfoot.**

7 Public transport.

(i) Revised services. Cllr Moulton, local bus user contact, informed a complaint had been received from an occupier of Orchard Croft that the bus laid up close to the junction of Orchard Croft and Oaklands, obstructing visibility of traffic approaching from School Lane. The operator had been contacted and had helpfully explained the wish was to avoid parking outside properties when laying up was necessary. Members referred to other locations which might be suitable although it was accepted this was not a matter for the Parish Council. It was agreed the issue should be further explored informally by the Clerk. **Action: The Clerk.**

(ii) C80 town centre departure – Mrs Y Kirk. There was nothing further to report at this stage.

(iii) Moorcroft Crescent inbound bus stand. Cllr Moulton, local bus user contact, informed visibility of oncoming traffic from this stand was obscured by overgrowth. This would be reported. **Action: The Clerk.**

8 Highways.

(i) Strategic matters.

(a) A55 low noise surfacing. There was nothing further to report at this stage.

(b) A51 route signing. The Clerk informed he had made further inquiries as the possibility of changes to route signing which could affect the volume of traffic past the junction of the A51 and Wicker Lane. His understanding was alterations were to be made to the A51/A55 roundabout to improve traffic flow across the junction but this would not involve alterations to route signing. **Action: Noted.**

(ii) Issues with the highway authority.

The Clerk reported he had met the the Area Highways Manager and had discussed the issues previously listed. (appended beneath for information). Each had been discussed in detail with the aid of the highway's authority's electronic asset system. The Area Highways

Manager had kindly agreed to attend the Council's meeting in February 2010 to offer a brief presentation on highway maintenance and to deal with Members' queries on issues included within the list.

Major schemes.

A55 resurfacing River Dee to A51. Need for similar low noise surfacing in Guilden Sutton (and Hoole Village) raised with Highways Agency. Response received as to policy, no date but believed to be 2012.

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Local issues:

Maintenance:

Oaklands, carriageway defects approaching junction with School Lane at Wood Farm.

Guilden Sutton Lane, trip hazard at the site of a fall adjoining fence. No defect revealed, local Member not satisfied.

Guilden Sutton Lane, drainage issue in footway at field entrance. Gulley claimed to have been installed not at the lowest point.

Migration of gravel from drives onto the footway. No current issues.

Condition of cycle route Church Lane - Cinder Lane. Raised with Ian Lifford. Request for barrier to prevent reported use by motorcycles.

Overgrown hedges, Cinder Lane/condition of footway. Raised with Ian Lifford.

Guilden Sutton Lane, lighting obscured by trees. (Old) Reported. Not known if action taken.

Guilden Sutton Lane, overgrown hedges at two properties. (Old) Believed resolved by highway authority.

Overgrown hedges at various locations. PC approach is to advise complainants to report to highway authority.

Footpath 2, condition. Raised with Ian Lifford.

School access to rear of Orchard Croft. Raised with Ian Lifford.

Heath Bank, shrubbery, need for pruning. Dealt with.

Guilden Sutton Lane, obstruction of footway by nettles etc at one location, brambles at the approach to the diversion). Ongoing.

School Lane, encroachment onto the highway. Posts and chains in verge. Council assured highway land could not be lost by default.

Footway rear Cathcart Green. Faulty step. Not adopted. Discussed at site meeting.

Improvement to disabled ramp adjacent to Village Hall. Discussed at site meeting. Work carried out. Lip defect said to exist.

Boundary sign, Guilden Sutton Lane. Reported. Requires refixing.

Flooding, Church Lane. Two locations. Foot of steps from Fox Cover. Reported. Not known what action taken. Possible BT manhole problem near junction with Wicker Lane.

Damage to verges, truncated length of Guilden Sutton Lane. Request for road widening to accommodate HGVs. Concerns at effect of possible work by Scottish Power to their plant in the verge which would affect this.

Visibility issue Wicker Lane/Church Lane. Overgrowth on corner, previously cut back by highway authority.

Traffic:

A 41/Guilden Sutton Lane, road rage, double parking in the gap, reinstatement of crossroads, installation of traffic signals, provision of crossing for cyclists and pedestrians as part of a safe

route to school, traffic conditions on car boot Sundays. Ongoing apart from response to signals issue.

Speed reviews, A41, Guilden Sutton Lane, Wicker Lane, Hare Lane, Station Lane. Ongoing. Update needed on proposed 30mph on Guilden Sutton Lane and reduction in the limit on Station Lane.

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Signing and lining: Guilden Sutton Lane at playing field, extend red patch "SLOW" marking to both carriageways and restore disturbed surface.

Porters Hill, remove centre line, add in edgeline, increase width of footway, provide rumble strips, install signals, reduce tree canopy. Issues raised by Members and the public.

Summerfield Road, disabled parking bay at shops. On hold pending outcome of adjacent planning application.

Permissive paths, Station Lane, Wicker Lane. No further action.

Hare Lane, speed of traffic, double parking in vicinity of Rugby Club. With highway authority/Police. .

Wilding Business Estate, emerging traffic. Ongoing. Lining provided by Messrs Wilding.

SatNavs, request for weight restrictions on unsuitable roads. Response received.

Parking, Arrowcroft Road. Ongoing school issue.

(iii) Current issues

(a) Speed issues. (i) Speed indicator device, further lease. The Clerk would pursue a further lease of the equipment in Spring 2010. **Action: The Clerk.**

(b) Signing and lining schemes. (i) Gateway treatment, Guilden Sutton Lane - red patch SLOW marking.

(ii) Suggestion by Cllr Kerfoot that a lining scheme or rumble strips on Porters Hill would improve safety. Both these issues had been raised with the Area Highways Manager.

(c) Speed review, Guilden Sutton Lane. This outstanding issue had been raised with the Area Highways Manager.

(d) Speed review, Wicker Lane/Hare Lane. There was nothing further to report at this stage. The issue would be raised with the Area Highways Manager.

(e) Footway rear Cathcart Green/Summerfield Road. No repairs appeared to have been carried out to this unadopted path at this stage.

(f) Parking, Arrowcroft Road. There was nothing further to report at this stage as to the ongoing issue.

(g) Flags, Summerfield Road. There was nothing further to report at this stage.

(h) Disabled access to shops. The issues identified at the meeting between the Clerk and the Access Officer on 19 December 2007 would be revisited following the completion of the alterations proposed at the village shops. With respect to the concerns raised by Cllr D Hughes that the installation of a further dropped kerb from the shops car park to the pathway of the village hall car park could lead to vehicles over riding the footway to reach the Village Hall car park and the perceived defect with the more recently improved ramp closer to the Village Hall, both issues had been raised with the Area Highways Manager.

(i) Junction A41/Guilden Sutton Lane. There was nothing further to report at this stage. The historic issue had been raised with the Area Highways Manager.

(j) 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. The Clerk was progressing the concern expressed by Cllr D Hughes as to the condition of a School Lane nameplate at the war memorial.

(k) Migration of gravel. There was nothing further to report at present.

(l) Porters Hill. The issue raised by Cllr D Hughes concerning poor visibility encountered by motorists driving up the hill and a suggestion that traffic signals might improve safety together with the effect of trees overhanging the road had been raised with the Area Highways Manager.

(m) Path, Cinder Lane to Church Lane. (i) Condition. The condition of this path had been raised with the Area Highways Manager.

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(ii) Use by motor cycles. The complaint to the Rights of Way Warden as to the use of this path by motorcyclists had been raised with the Area Highways Manager.

(n) Footway, Guilden Sutton lane. It was not known what action had been taken by the highway authority as to the obstruction of separate lengths of the footway on Guilden Sutton Lane by nettles, brambles and an overgrown hedge respectively. The issue had been raised with the Area Highways Manager.

(o) Parish boundary sign, Guilden Sutton Lane. The state of this sign had been raised with the Area Highways Manager.

(p) Flooding, Church Lane. Further to Cllr D Hughes informing of flooding taking place at the foot of the Fox Cover steps, and the flooding reported by Mrs Kirk emanating from a BT manhole, both issues had been raised with the Area Highways Manager.

(q) Verges, Guilden Sutton Lane. Further to Cllr Fisher revisiting the concerns that verges on the truncated length of Guilden Sutton Lane were being damaged by HGVs and the suggestion the highway at that point should be widened to enable passing, the issue had been raised with the Area Highways Manager.

(r) Speed limit, Station Lane. There was no further information at this stage.

(s) Further to Cllr Brown informing of the need to edge out the footway at Cathcart Green, the matter had been raised with the Area Highways Manager.

(t) Signs, Wicker Lane. Further to Cllr J Hughes referring to signs left behind by contractors at the S bend on Wicker Lane, the matter had been referred to the highway authority. Cllr J Hughes informed the signs had been removed.

(u) Gulley kerb, Wicker Lane. The position of this kerb in the carriageway, raised by Cllr Fisher, had been raised with the Area Highway Manager.

(v) Planters. Further to the inquiry by Cllr Kerfoot as to the possibility of planters being provided at a central location in the village, further inquiries had been made by Cllr Brown of Helsby Parish Council. Cllr Brown informed of the outcome of her inquiries made of Helsby Parish Council and referred to the contractor that Council had employed.

(iii) Lighting. A fault behind the Village Hall had been reported. A fault affecting the light on the pathway between the shops car park and the Village Hall car park would be reported.

9 Finance:

(i) Income:

Co-operative Bank	
Interest 5 October 2009	£ 1.23
Interest 5 November 2009	£ 0.95

(ii) Payments:

Devaprint	
Newsletters 134, 135	£ 120.00
Direct2Door	
Newsletter distribution (134)	£ 25.58 (VAT £3.34)
Direct to Door	
Newsletter distribution (135)	£ 25.58 (VAT £3.34)
RBL Poppy Appeal	£ 18.00

Mrs P Blythe
Playing field rent
January - March 2010 £ 160.00

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Clerk:

Expenses:
Newsletter postage £ 21.65
Photocopies
357@5p £ 17.85
Mileage
8@40p £ 3.20
£ 42.70

Proposed by Cllr Fisher
seconded by Cllr Brown
and agreed.
(iii) Balances

Co-operative Bank
29 October 2009 £ 7,223.58
18 November 2009 £ 6,923.53

Scottish Widows no 1
1 October 2009 £20,752.93

Scottish Widows no 2
1 October 2009 £ 2,610.49

(iv) Report on contingency payments.

Budget: £ 695.00
Payments: £ NIL

(v) Insurance.

(a) Fidelity. The application was being completed by the Clerk in line with the proposed system of check. A quotation would be sought in the sum of £40,000 to include headroom. Approval would require:

A Councillor to check the bank reconciliation at least quarterly.
Two Councillors to sign all cheques.
No electronic fund transfers.
Insurance arrangements to be approved by the full Council.

(b) General cover. Further consideration would be given to a number of individual elements within the insurance initially by Cllr D Hughes and the Clerk. The same would apply to possible alternative providers, including the Council's bankers which had made an approach and brokers acting for Norwich Union. This would enable the market to be tested.

(vi) Grant application form. Cllr Fisher reported. A further meeting had been held by the sub group comprising Cllrs D Hughes, Paterson, Fisher and Kerfoot. Proposals had been circulated. A number of suggestions were made by Members and by the Clerk as Responsible Financial Officer, who had been unable to attend the meeting. These were accepted. It was agreed the amendments would be incorporated into a final draft which would be approved at the January meeting.

(vii) Participatory budgeting. There was nothing further to report at this stage.

(viii) Budget 2010/11. The Clerk submitted statements of income and expenditure to 30 November, 2009, a summary of budget variances and the expected position with each at 31 March 2010 and a forecast out turn based on anticipated expenditure and proposals included within the budget. This would be further refined for the annual budget meeting between the Chairman, Vice Chairman and RFO prior to the January meeting at which the budget and precept would be set. The Clerk further informed of restrictions on public expenditure in the forthcoming pre budget statement by central government, due to take effect from 2001/12 onwards, although it was not known if these would affect parish and town councils. He reminded Members of the cost of the freeze on the budget and precept agreed for 2009/10 and the need for a decision as to whether or not this would continue in 2010/11.

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Members were asked to consider the papers and to come forward with any discrepancies or omissions or proposals for expenditure in 2010/11 as soon as possible. **Action: All Members.**

10 Environment Services:

(i) Recycling issues. (a) Chester waste collection and recycling contract. There was nothing further to report at this stage. Members were reminded that Cllr Bailey had asked to be informed of any concerns arising under the new contract.

(ii) Amenity cleansing. Further to the request by Cllr Fisher that the Borough Council could be particularly asked to sweep leaves following the autumn fall from the narrow footpath on Porters Hill the Clerk understood some sweeping had taken place in the parish and would inspect the footway and the steps from Cinder Lane to Church Lane. **Action: The Clerk.**

(iii) Dog fouling. (a) The dell. The Clerk was making further inquiries following his understanding the former Chester City Council dog warden had retired and a borough wide service had been introduced. **Action: The Clerk.**

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

11 Trees and Hedges.

(i) Access to public footpath no 2 from Oaklands. In the absence of a response from the former Chester City Council as to the extent of the local authority's ownership of the access to footpath 2 at the rear of Porters Croft, a fresh approach would be made by the Clerk to the successor authority.

(ii) Hedges, Guilden Sutton Lane. As minuted above, a response was awaited from the highway authority as to the need for a hedge at the approach to the diversion, which had vigorous growth and was obstructing the footway, to be pruned. This would be raised with the Area Highways Manager.

(iii) Canopy, Porters Hill. There was nothing further to report at present as to the issue raised by Mr Jackson which had been referred to the Area Highways Manager.

(iv) Hedges, Porters Hill. The need for overgrown hedges on Porters Hill which were at head height to be pruned would be raised with the Area Highways Manager following an inspection by the Clerk. **Action: The Clerk.**

(v) Land, Church Lane. Further to the Council being informed of overhanging branches to trees on private land which it was thought could be a potential hazard, these would be inspected by the Tree Warden. The ownership of the land would also be clarified. **ACTION: Cllr Brown/The Clerk.**

(vi) Sycamore, Memorial Garden. Further to the Clerk reporting the receipt of a revised estimate to include the removal of dead wood from the higher branches in addition to the removal of the lower limb, a further estimate was being sought. **Action: The Clerk.**

(vii) Trees Wicker Lane/Church Lane. Further to Cllr S Parker informing of complaints relating to trees at the junction of Wicker Lane and Church Lane, this had been referred to the Area Highways Manager. It was understood the land formed part of the highway.

(viii) Trees adjoining the highway. Further to a Member referring to a number of trees above a wall which he felt had the potential to cause serious injury, this had been referred to the Area Highways Manager. The Clerk understood the highway authority now took the view that collapsed structures should be returned to the landowner rather than being propped pending repairs.

(ix) Hedge, Village Hall. Further inquiries would be made by the Clerk as to the overgrown hedge in the vicinity of the village hall referred to by Cllr Brown.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. There was nothing further to report at this stage.

09/10 091

13 Cheshire West and Chester Council.

(i) Funding for local councils. Further to the discussion held on 16 July 2009 between the Chairman, Vice Chairman and Clerk and Nicola McKeand, National Management Trainee, as to the extent of public services provided by local councils, what, if any services the Parish Council would be interested in providing in future, the parish issues log and relationships, the Clerk informed a report had been withdrawn from a meeting of the Borough Council Executive as it had been felt more work was required to the approach referred to therein.

Representations as to the impact on the budget process of local councils for 2010/11 had been made by Cllr R Parkin, Chairman of Mickle Trafford and District Parish Council.

(ii) Electoral Review, Cheshire West and Chester. There was nothing further to report at this stage.

(iii) Highways orders: delegated decision taking. The Clerk informed there was nothing further to report at this stage.

(iv) Clerk's Group. Further to the Clerk informing he had been invited to join a Clerk's Group which would meet with Cheshire West and Chester Borough Council to discuss issues relevant to clerks and parish and town councils, there was nothing further to report at this stage.

(v) It was noted a meeting of the Gowy/Eddisbury Community Forum had taken place on Tuesday 24 November 2009.

(vi) Maintenance of Churchyards and Burial Grounds. Further to the Clerk reporting the receipt, by correspondence dated 13 October, 2009, of a request from the Cemeteries and Crematorium Team Leader for the application for grant towards the maintenance costs incurred by the parochial church council to be resubmitted, the Clerk informed Mr K Emerton had made a response on behalf of the PCC.

(vii) Local Transport Plan consultation **(Response required by 13 January 2010)**.

(viii) Sustainable communities strategy consultation. **(Response required by 13 January 2010)**.

(ix) Core strategy, options and issues. **(Response required by 13 January 2010)**

It was noted these consultations were reported under Strategic Planning above.

(x) Review of highway maintenance questionnaire. The Clerk indicated he would deal with this review. **Response due 29 January 2010.**

(xi) Relationship with local councils questionnaire. The Clerk indicated he would deal with this review. **Response due 8 January 2010.**

14 Cheshire Community Action. There were no action items to report.

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing.

(i) Western Police Area Have Your Say. It was noted the next meeting in Chester would take place on 26 January 2010 in St Mary's Centre.

(ii) Community Safety Wardens. There was nothing further to report at this stage.

(iii) It was noted there would be a ward walk with PC Baker on Monday 21 December 2009 at 2.30pm.

18 Newsletter. A further issue would be distributed on Thursday 10 December, 2009 advertising the Christmas lights competition.

19 Memorial Garden. See also minute 11 (vi) above. Further planting would be undertaken in due course by Cllr D Hughes and Cllr J Hughes.

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20 Bulb planting. (i) Parish Car Park. The Clerk confirmed that three sacks of mixed woodland daffodil bulbs had been received by Messrs Gresty. See also 5 (v) above.

(ii) Planters. Further to Cllr Kerfoot inquiring as to the possibility of planters being provided at a central location in the village, inquiries had been made by Cllr Brown of planters installed by Helsby Parish Council. See also minute 8 (iii) (v) above.

21 Parish IT. There was nothing further to report at this stage.

22 Primary School. In the absence of Cllr D Hughes, there was nothing further to report at this stage.

23 Disability Discrimination Act: barrier, Hill Top Road. The Clerk understood that renewed action was being taken by Cllr Bailey. **ACTION: Cllr B J Bailey.**

24 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.

25 Railway fencing, Guilden Sutton Lane. There was nothing further to report at this stage as to the concerns of an occupier who had been informed by Network Rail that security fencing would be erected on the boundary of her garden and the railway embankment.

26 Community events: (i) Village Fête 2010. There was nothing further to report at this stage.

27 Land Registry. Further to the Clerk reporting the receipt, by correspondence dated 30 June 2009, of an approach by the Land Registry as to parish councils ensuring their land was registered at a discounted fee from £30 for an estate valued at up to £50,000, the matter was being pursued by the Clerk. **Action: The Clerk.**

28 Cheshire Landscape Trust. There was nothing further to report at this stage.

29 Remembrance Sunday. Messrs Gresty and the Clerk were thanked for their efforts in tidying the area prior to the service. Cllr Paterson informed that recent weather had displaced some of the wreaths from the seat which she had kindly replaced..

30 Member's information items.

Development control. Cllr Fisher informed he had submitted an application for alterations to his property similar to other proposals carried out on Oaklands.

Steps, Heath Bank to Guilden Sutton Lane. Cllr Moulton circulated photographs of the poor condition of these steps. This would be reported to the highway authority. **Action: The Clerk.**

31 Information correspondence.

Procedural: Sustainable Communities Act Amendment Bill.

Leisure: Mid Cheshire Footpath Society walks programme, January - June 2010.

National Association of Local Councils, Cheshire Association of Local Councils: ChALC November update.

Cheshire West and Chester Borough Council: Waste electrical and electronic equipment campaign, Gowy and Eddisbury Community Forum Feedback News, Scrutiny newsletter issue 1, Western Cheshire Together Local Strategic Partnership Network conference, 20 November, 2009, Ellesmere Port Civic Hall, Rural Support Fund, Feedback from local council's event, 14 October, 2009, Partnership bulletin edition 10, winter maintenance service, Gowy and Eddisbury Community Forum, 24 November, 2009, Overview and Scrutiny Parish Council survey, correspondence re local councils service delivery project.

Cheshire Community Action: Annual report 2008/09, Mulled wine and mince pies, 17 December, 2009, 2.00pm - 3.30pm, The Cheshire Endowment, Cheshire Community Action newsletter.

Cheshire County Playing Fields Association: Newsletter Autumn 2009, Annual report 2008/09.

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CPRE: Fieldwork December 2009, Countryside Voice Autumn 2009.

Policing: PC Baker November newsletter, Homewatch inspector's updates, Homewatch information from trading standards, Homewatch advice re hoax e-mails.

Cheshire Landscape Trust: The Acorn, Winter 2009.

Environment Agency: Change to internal operational boundaries.

Connexions: Insideout, issue 2, 2009.

Clerks and Councils Direct, November 2009.

Chester RSPB Group Spring 2010 programme of meetings and field trips.
Hope House Children's Hospices: Letter re fundraising, Hospice News.

Matters considered in the absence of the press and public.

32 Development control. The Clerk informed the Council had sought advice on aspects of a development control issue within the parish. A site visit had been made by the local planning authority and no breach had been disclosed.