

# Parish Council Minutes

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 5 January 2009 in Guilden Sutton Village Hall.

Chairman: Cllr D M Fisher.

Present: Cllrs Fisher, D Hughes, J Hughes, W Moulton.

In attendance: B Lewin Esq, Parish Paths Warden, City Cllr S Parker, J Dale Esq.

1 Procedural matters.

(i) Apologies. Apologies were received and accepted from Cllrs I Brown, M Kerfoot, P M Paterson and M S J Roberts.

Apologies were received from City Cllr B J Bailey, City Cllr H Deynem, County Cllr E Johnson 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 D Hughes expressed a personal interest in any item which may arise during the meeting involving his chairmanship of Guilden Sutton Community Association, Guilden Sutton Community Association Executive, Guilden Sutton Village Hall Management Committee and Guilden Sutton Community Association Fete Committee and as a member of the school governors at Guilden Sutton Church of England Controlled Primary School.

(iii) The minutes of the ordinary meeting of the Council held on Monday 1 December 2008 in Guilden Sutton Village Hall were proposed by Cllr J Hughes, seconded by Cllr D Hughes and agreed.

(iv) Dates of future meetings: 2 February, 2 March, 6 April, 11 May, 8 June, 20 July, 7 September, 5 October, 2 November, 7 December 2009.

(v) Publication scheme. Further to the adoption of the new model publication scheme from 1 January 2009, the Clerk indicated he was progressing the completion and publication of the necessary information.

2 Public Speaking Time.

Mr J Dale referred to the deteriorating condition of the surface of the green lane due to horse riders who were now disturbing the whole width of the route. He pointed out that maintenance of the route in a suitable and safe condition for all users was the responsibility of Cheshire County Council. Mr Dale also indicated he had responded to the consultation on the proposed 30mph speed limit on Guilden Sutton Lane. The Chairman thanked Mr Dale for his attendance and indicated his concerns would be carefully considered.

3 Planning.

(i) New applications:

08/01909/FUL erection of dwelling house to replace existing at Belle Vue Cottage, Belle Vue Lane for Mr and Mrs M & A Jones. No objection had been raised.

08/09 086

08/01958/COU change of use of two storey side extension to separate dwelling at 8 Hill Top Road, CH3 7HJ for Mrs Sansom. Further enquiries had been made by Cllrs Fisher and Kerfoot. The following interim response had been made:

*"Thank you very much indeed for kindly consulting my Council on this proposal.*

*We do not now hold a copy of the original decision but believe the accommodation may have had approval for occupation by a dependent relative. Should that permission have been granted today, the City Council's policy HO18 would appear to preclude its future use as a separate unit of accommodation and would require it to continue in the same ownership control. Members would be grateful if you are able to clarify this aspect.*

*In the meantime, on the basis of the presently available application, the Council would wish to OBJECT as there is insufficient information as to the extent of the curtilage of the proposed dwelling, private amenity space, bin storage (taking account of the requirement from 1 April 2009) and parking arrangements. In respect of the latter point, the views of the County Engineer are supported.*

*Should the LPA be minded to consider approval, we would wish careful consideration to be given to policies GE3 (effect on the amenities of neighbours), HO5 (residential development) and TR13 (highway safety). In respect of HO5, it is noted the character of the surrounding area is an issue and Members are concerned that the apparent lack of private amenity space for the separated dwelling together with the absence of a front door are not features of surrounding development."*

It was agreed this response should be confirmed.

08/01974/FUL replacement conservatory at Barrow View, 2 Cinder Lane for Mr David Moulton. No objection had been raised.

08/02147/TPO 1 no sycamore, branch lopping, corner of Guilden Sutton Lane (sic) opposite Methodist Church for Guilden Sutton Parish Council. It was agreed that no objection should be raised.

(ii) Decision notices.

08/01909/FUL erection of dwelling house to replace existing at Belle Vue Cottage, Belle Vue Lane for Mr and Mrs M & A Jones. Planning permission. Permitted development removed.

08/01974/FUL replacement conservatory at Barrow View, 2 Cinder Lane for Mr David Moulton. Planning permission.

(iii) Appeal.

08/00713/FUL steel framed portal building at Tile Farm, Wicker Lane CH3 7EL. There was nothing further to report at this stage.

(iv) Parish Plan: progress report. There was nothing further to report at this stage in the absence of Cllr Paterson. The intention was noted to provide a preliminary presentation of the findings of the assessment of the questionnaires to the February meeting of the Council ahead of any feedback meeting for the public.

**Action: Cllr Paterson.**

(v) Strategic planning. (a) North West Plan Partial Review Forum. Gypsies and Travellers and Travelling Showpeople. There was nothing further to report at this stage. (b) Cheshire West and Chester Council Shadow Authority, consultation on statement of community involvement. The Clerk reported the receipt of notification of this consultation by letter dated 5 December, 2008. It was noted any response was due by 9 January 2009. (c) Growth Point. City Cllr S Parker informed of the successful bid for Growth Point Status for Cheshire West and Chester.

4 Quality Council issues. (a) CiLCA qualification. The Clerk would advise the Council in due course of his progress towards completing the qualification.

08/09 087

(b) Training: general. The Clerk had circulated details of courses to be organised by the Cheshire Training Partnership during 2009. Members wishing to attend would indicate. (c) 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. (d) Code of Conduct. The Clerk welcomed the fact that almost all Members of the Council were now involved as participants or office holders in activities being organised by community groups, some of which could involve financial support from the Parish Council. He was anxious that the code should be applied in an appropriate and proportionate manner and suggested it might be helpful to Members, and certainly to himself, if the monitoring officer or his representative would be able to attend the February meeting of the Council, perhaps involving an informal presentation commencing at 7pm, to give advice. This was agreed. **Action: The Clerk.**

5 Parish car park.

(i) Grounds maintenance. Any necessary groundworks following the completion of the improvement scheme would be progressed with Messrs Gresty.

(ii) Improvement scheme. (a) Contract work. The Clerk reported further. With respect to the consideration by Members as to whether further work should be carried out to the stumps and to remove ground growth at the rear of the bank, the Clerk was seeking an estimate from a specialist contractor as to the removal of the stumps. **Action: The Clerk.** The quotation received from Messrs Gresty as to the removal of the ground growth would be accepted subject to clarification of the specification. **Action: The Clerk.** It was further agreed the remaining quantity of mulch would be dealt with by Members and the Clerk at 10am on Saturday 10 January, 2009. The Clerk reported the landscape contractor had been due to carry out repairs to part of the retaining timber to the boundary planting which would enable payment to be released. (b) Rear boundary wall. Following the Chairman reporting that two sandstones had been found by the contractor to be loose and had been dislodged, damaging flagstones beneath and that other stones in the wall might require work, an estimate was being sought for repairs to the wall and flagstones from a contractor identified by the Clerk. **Action: The Clerk.**

(iii) Repairs to signage. The Clerk was endeavouring to obtain estimates, including a quotation for the replacement of the entire sign which, on inspection, had been found to be in need of refurbishment. **Action: The Clerk.**

6 Leisure Services.

(i) Children's Playing Field:

(a) Grounds maintenance issues. Cllr J Hughes expressed some concern at the condition of the field but Cllr D Hughes indicated his satisfaction that it had recently been in use by young people.

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

(c) State of nets. It was noted some wear and tear had occurred to a number of the ties.

(d) Basket ball equipment. The condition of the mesh would be revisited at the February meeting.

(ii) Children's Play Area.

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

(b) Inspections. The Clerk informed he had been advised by Chester City Council it was hoped the inspection would be carried out as soon as possible following the withdrawal of the previous inspector due to ill health. The outcome of the statutory annual inspection would be awaited pending any further approach to the contractor. Inspection forms were being completed by Members. Following the decision that records should include an accident book, this would be progressed. **Action: The Clerk.**

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

08/09 88

(d) Grounds maintenance issues. There was nothing further to report at this stage.

(e) Cleansing of equipment. There was nothing further to report at this stage.

(iii) Public Footpaths.

(a) Footpath 7. Mr Brian Lewin, Parish Paths Warden, endorsed the concerns raised by Mr J Dale as to the condition of the surface of the route and indicated the Public Rights of Way Unit maintenance officer, Mr Stephen Holden, was aware of the problem. The drainage issues previously referred to had also been brought to Mr Holden's attention. It was hoped that funding would be available for some work to be carried out. The Parish Paths Warden further referred to major concerns as to what might happen to the millennium greenway and cycle path should a bridge in Mickle Trafford be unavailable due to its condition. He believed there was a likelihood the green lane could be considered as an alternative. Mr Lewin indicated he thought this was an issue in which the Parish Council should be concerned. Cllr D Hughes described the state of the route as a great shame and said that in past years a great deal of work had been done to improve the drainage .

City Cllr S Parker informed that Chester had been awarded a significant amount of money to be spent on cycleways throughout the city, part of which was earmarked for the extension of the millennium route to Mickle Trafford and Guilden Sutton.

It was agreed that efforts should be made by the Clerk to elicit further details of the proposals for the extension of the route. **Action: The Clerk.**

In the absence of Cllr Brown it was not known if an inspection had been possible of the adjoining Oaks which appeared to be dying back. **Action: Cllr Brown.**

(b) Footpath 2. (i) Clearance and sweeping. There was nothing further to report at this stage although some concern was expressed that the extent of the work which had been carried out had not dealt entirely with the condition of the surface of the path between the kerbs. (ii) Future maintenance. With respect to his representations to the Highways and Transportation Local Joint Committee concerning the maintenance of the new steps for Footpath 2, the adjoining level section of the path and the adjoining section of the Longster Trail running between the hedges on Cinder Lane, the Clerk reported he would continue to seek assurances as to future maintenance. He would also pursue the possibility of additional lengthsman hours for the route and for the path at the rear of Orchard Croft to enable the standard of cleansing to be maintained at a higher level than would be provided by the three scheduled visits a year.

(c) Footpath 1. There was nothing further to report at this stage.

(d) Parish Paths Group. The Parish Paths Warden said he would wish to see the Footpath Group reconvened and believed it should include monitoring the development of the cycleway within its remit. This was agreed.

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

(iv) Grounds Maintenance.

(a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2008/09. There was nothing further to report at this stage.

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

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

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

(viii) Cheshire Year of Gardens. Appropriate publicity would be sought on completion of the parish car park project. **Action: The Clerk.**

08/09 089

## 7 Public transport.

(i) C35 service. (a) Newsletter. Through the good offices of Cheshire County Council 650 copies of the current bus timetable had been included in the pre Christmas issue of the newsletter. (b) C80. In the absence of Cllr Roberts there was nothing to report as to late running issues affecting the 0815 service of which County Cllr Johnston was to have been informed. **Action: Cllr Roberts.**

(ii) Taxi service. The Clerk informed he was seeking further details of the taxi service operated by Mickle Trafford and District Parish Council. **Action: The Clerk.**

(iii) Bus stand, Guilden Sutton Lane. Cllr Moulton advised that no action appeared to have been taken by the Transport Co-ordination Service to cut back the hedge in the vicinity of the stand which was obstructing passengers' views of oncoming traffic. He indicated it might be possible to trace the farmer and would endeavour to do so. **Action: Cllr Moulton.**

(iv) Public transport services. The Clerk reported the receipt of correspondence, by letter dated 5 December 2008, from Cheshire County Council transport and regeneration service inviting the Council to give consideration to issues relating to public transport services in its area and to provide any written comments or suggestions it might have. It was noted a response was required by 28 February 2009. **Action: Cllr Roberts.**

## 8 Highways.

(i) Strategic matters. There was nothing to report.

(ii) Local matters.

The Clerk reminded Members that individual action items which had been raised with the highway authority had been fully detailed in the minutes of the October meeting. These were:

### Maintenance:

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

Guilden Sutton Lane, trip hazard at the site of a fall.

Guilden Sutton Lane, drainage issue at a field entrance.

Wicker Lane, proposed resurfacing.

Station Lane, condition.

Obscured road signs including Belle Vue Lane and Station Lane.

Migration of gravel.

Condition of cycle route Church Lane - Cinder Lane.

Overgrown hedges, Cinder Lane.

Guilden Sutton Lane, lighting obscured by trees.

Guilden Sutton Lane, overgrown hedges at two properties.

Footpath 2, condition.

Heath Bank, shrubbery, need for pruning.

Guilden Sutton Lane, obstruction of footway by nettles.

School Lane, encroachment onto the highway.

### 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.

Speed reviews, A41, Guilden Sutton Lane, Wicker Lane, Hare Lane.

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

Porters Hill, remove centre line, add in edgeline, increase width of footway, provide rumble strips, install signals, reduce tree canopy.

08/09 090

Summerfield Road, disabled parking bay at shops.  
Permissive paths, Station Lane, Wicker Lane.  
Hare Lane, speed of traffic, double parking in vicinity of Rugby Club.  
Wilding Business Estate, emerging traffic.  
SatNavs, request for weight restrictions on unsuitable roads.

(a) Speed issues. (i) Speed indicator device. The Clerk would pursue the suggestion by Cllr Kerfoot that a note on the use of the SID equipment by the Parish Council should appear in the newsletter. (ii) Police radar. Further to the disappointment expressed by Cllr D Hughes that the intention of the rural inspector to carry out speed checks in the parish had not materialised although it appeared from press comment that such checks were being carried out in other villages, an approach had been made to the inspector by the Clerk. A response was awaited.

(b) Signing and lining schemes. (i) Gateway treatment, Guilden Sutton Lane - red patch SLOW marking. A response was awaited from the highway authority. (ii) A response was awaited to the suggestion by Cllr Kerfoot that a lining scheme or rumble strips on Porters Hill would improve safety.

(c) Speed review, Guilden Sutton Lane. The Clerk reported the receipt, by correspondence dated 3 December 2008, of notification of the proposed order giving effect to a 30mph limit. Confirmation was being sought from the highway authority that the standard of lighting would be improved to mitigate the loss of the existing 40mph repeaters which had been raised by City Cllr B J Bailey and County Cllr S Proctor. It was agreed no objections should be raised. The Clerk was authorised to speak at the highways and transportation local joint committee should the issue appear on a future agenda.

(d) Speed review, Wicker Lane/Hare Lane. There was nothing further to report at this stage. Cllr J Hughes referred to a recent collision between a vehicle travelling on Wicker Lane and an occupier emerging in reverse from their property.

(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. The Clerk reported that no repairs appeared to have been carried out at this stage.

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

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

(i) Disabled access to shops. The issues identified at the meeting between the Clerk and the Access Officer on 19 December 2007 would be revisited.

(j) Junction A41/Guilden Sutton Lane. There was nothing further to add to the Clerk's understanding that traffic conditions at this junction, particularly on those Sunday mornings when car boot sales were held at Chester Rugby Club, were to be monitored by PC Baker and the police traffic liaison officer. He had raised the question with PC Baker.

(k) 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.

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

(m) Porters Hill. A response was awaited from the highway authority as to 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. The effect of trees overhanging the road had also been referred.

(n) Path, Cinder Lane to Church Lane. (i) Condition. It was not known what action had been taken by the highway authority as to the condition of this path.

08/09 091

(ii) Use by motor cycles. A response was awaited to the complaint to the Parish Paths Warden as to the use of this path by motorcyclists which had been referred to the Area Maintenance Engineer.

(o) Footway, Guilden Sutton lane. It was noted that separate lengths of the footway on Guilden Sutton Lane continued to be obstructed by nettles and an overgrown hedge respectively. These had been drawn to the attention of the Area Maintenance Engineer.

(p) Parish boundary sign, Guilden Sutton Lane. The state of this sign had been referred to the Area Maintenance Engineer.

(iii) Lighting. There were no faults to be reported from this meeting.

#### 9 Finance:

##### (i) Income:

Co-op Bank  
Interest

5 November £ 9.32

##### (ii) Payments:

Plemstall Services  
Landscaping

£ 550.00

Mrs R Mort  
Playing field rent  
January - March 09

£ 160.00

S & H Services  
Shelter cleaning

£ 14.00

ChALC  
Planning seminar

£ 25.00

Direct2Door  
Newsletter distribution

£ 26.45 (VAT £3.45)

Royal British Legion  
Wreath 2008

£ 18.00

Clerk:  
Salary

Oct - Dec 2008 £ 1,079.33

##### Expenses:

Postage

Newsletter £ 2.97

Photocopies

320@5p £ 16.00

Mileage

8@40p £ 3.20

£ 22.17

Proposed by Cllr D Hughes  
Seconded by Cllr J Hughes  
and agreed.

08/09 092

(iii) Balances

Co-operative Bank  
26 November 2008                      £ 9,153.89

Scottish Widows no 1  
1 October 2008                          £20,576.27

Scottish Widows no 2  
1 October                                  £ 2,581.87

(iv) Report on contingency payments.

Budget:                                      £ 1,305.00

Payments:                                  £ NIL (£6,120.00)

The allocation of expenditure amounting to £6,120.00 which might, should Members wish, be set against contingency spending would be revisited.

(v) Insurance. (a) Fidelity. The application form obtained from the insurers with respect to the proposed increase in the fidelity limit remained to be completed. (b) 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 recently made an approach. This would enable the market to be tested.

(vi) External Audit. Notice of the completion of the audit was being given by the Clerk. **Action: The Clerk.**

(vii) Budget and precept 2009/10. The Clerk had circulated updated papers including the current financial position and a forecast of the anticipated out turn. The Chairman, Vice Chairman and Clerk had drawn up budget proposals which took account of known additional spending being sought by Members. In the light of the current economic circumstances facing council tax payers as a result of the global downturn, it was proposed to maintain the overall budget and precept for 2009/10 at the same level as that for 2008/09, ie a budget of £18,764 and a precept of £13,104. It was noted there would be an increased call on reserves as indicated in the report in order to cover increased spending during the year and the loss of the double taxation grant previously paid by Chester City Council, amounting to £1,800, together with an average precept increase of £650. Members were mindful this would, in effect, be a payment holiday and that unless permanent reductions in expenditure of this order were forthcoming during the year, the precept for 2010/11 would need to increase by at least this amount. After careful consideration of the proposed budget and the recommendation which had been put forward and its implications, it was proposed by Cllr Moulton, seconded by Cllr D Hughes and agreed on a 4 - 0 vote that the budget and precept for 2009/10 should be as set out above. In view of the attendance at the meeting and the fact the precept was not required to be notified to the Cheshire West and Chester Shadow Authority until 31 January 2009, it was further agreed, as an exception, that details of the decision should be circulated to all Members offering the opportunity of a call in within seven days should any Member have sufficient concern as to the basis for the decision.

(viii) Review of procedures for risk assessment. In connection with the financial decision recorded at (vii) above, Members formally considered risk issues associated with that decision and their procedures for risk assessment covering the whole of the Council's activities. It was agreed, as a result, that an approach should be made to the Council's bankers and deposit takers to inquire their position in the light of the current circumstances.

10 Environment Services:

(i) Recycling issues. (a) General. There was no report in the absence of Cllr Roberts, Parish Recycling Champion. It was noted that Cllr J Hughes would also take a welcome interest in this area. (b) Chester City Council waste collection and recycling contract. The Clerk would arrange for a suitable note to appear in the newsletter.

08/09 093

(ii) Amenity cleansing. (a) Belle Vue Lane. Following the site meeting with he had attended with City Cllr S Parker and the relevant officer on Tuesday 11 March 2008 as to the condition of the accesses, on which no progress had been possible, this issue would be revisited. **Action: The Clerk.** (b) White Tornado. The suggestion this activity should be resumed would be revisited. (c) Fly tipping. There was nothing further to report as to the initiative proposed by Derek Bowker Esq, Project Co-ordinator, Project Rural Matters. (d) Autumn Fall. The City Council had indicated that some cleansing had been scheduled for 15 December, 2008.

(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. (c) Fox Cover. Cllr D Hughes expressed concern at the degree of fouling in Fox Cover and it was agreed a bin would be desirable at the top of the steps. It was further decided that Members would consider possible locations throughout the parish for notification to the Dog Warden. **Action: All Members.**

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

#### 11 Trees and Hedges.

(i) Access to public footpath no 2 from Oaklands. A response remained outstanding from the senior estates surveyor to determine the extent of the City Council's ownership of the access to footpath 2 at the rear of Porters Croft.

(ii) Hedges, Guilden Sutton Lane. The need for a hedge at the approach to the diversion, which had vigorous growth and was obstructing the footway, to be pruned had been referred to the Area Maintenance Engineer.

(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 highway authority.

(iv) Hedges, Porters Hill. The concern expressed by a Member that overgrown hedges on Porters Hill were at head height had been reported to the Area Maintenance Engineer.

(v) Hedge, Station Lane. Cllr J Hughes informed as to the condition of a hedge on Station Lane.

#### 12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. It was noted the next Area Meeting would take place on Wednesday 7 January 2008. The speaker would deal with development control issues under the new Cheshire West and Chester Council.

#### 13 Chester City Council

(i) Gowy North Area Committee. A meeting of the Gowy North Area Committee had taken place on Thursday 4 December 2008. (ii) Maintenance of churchyards and burial grounds. The Clerk was dealing with the correspondence requesting an indication of the likely grant to be sought in 2009/10.

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

#### 15 Cheshire West and Chester Council.

(i) Funding for local councils. The Clerk reported the receipt, by correspondence dated 27 November 2008, of advice from the Leader that all service level agreements and similar, if less formal arrangements, which resulted in a payment in 2008/09 would be honoured for 2009/10 but would be reviewed prior to agreements for 2010/11. The Clerk said he would wish to thank the Cheshire West and Chester shadow authority through Cllr Parker for their favourable consideration of the request for this arrangement which he had made to the Council on behalf of the Chester Area Meeting, Cheshire Association of Local Councils. 08/09 094

The Clerk further reported he had subsequently received an extract from the parish issues log from the Chief Executive referring to payments to Guilden Sutton which had included the churchyard grant but had excluded the grant for the lengthsman. He had immediately responded requesting this should be amended and would seek confirmation this had been done.

(ii) Gambling Act 2005 statement of principles, statement of licensing policy. This was being considered by the Clerk. It was noted any response was due by 16 January 2009.

(iii) Area and Neighbourhood Working. The Clerk reported the receipt of information relating to Area and Neighbourhood working arrangements proposed by the new authority. It was noted that at a more strategic level, Guilden Sutton was included in an area extending from the Wirral to the Shropshire border. This would be known as an Area Partnership Board. The Council would normally engage with a local area forum, yet to be determined, which would be primarily responsible for democratic engagement and tackling local issues. There would be an area manager and a devolved budget.

(iv) Introducing Cheshire West and Chester. The Clerk reported the receipt, by correspondence dated 17 December, 2008 of advice from the Chief Executive of events to be held to launch the new council. In Chester this would take place at the Guild Hall on 29 January 2009 from 7pm to 8.30pm. Members wishing to attend would inform the Clerk.

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

17 CPRE. There were no action items to report.

18 Health. There were no action items to report.

19 Policing.

(i) Chester Have Your Say. It was noted that a future meeting would take place on Tuesday 13 January 2009 at St Mary's Centre, St Mary's Hill, Chester at 7pm.

(ii) Police/Probation initiative. See minute 10 (ii)(c) above.

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

(iv) Ward walk. PC Baker had been informed of Members' view that a ward walk in the vicinity of the shops and village hall car park on a Saturday morning when the local area was busy would be useful and had responded with a walk to take place on Saturday 17 January at 10am. This was welcomed.

20 Newsletter. A further issue of the newsletter had been distributed before Christmas. Cllr J Hughes referred to the fact the newsletter was not distributed on Wicker Lane and it was agreed the Clerk would prepare an estimate of the cost of posting copies.

21 Memorial Garden. There was nothing to add to the planning application minuted above.

22 Bulb planting. Cllr D Hughes raised the possibility of daffodil planting at the rear of the bank at the Church Lane car park. Cllr J Hughes suggested summer bulbs might also be planted and it was agreed the matter should be revisited at the February meeting.

23 Parish IT. Cllr Fisher was pleased to inform the Council that Mr Brian Lewin had taken over most of the responsibility for the village website. Mr Lewin's contribution was warmly welcomed and it was agreed a suitable note should appear in the newsletter.

City Cllr S Parker informed the Cheshire West and Chester Council would continue to host parish websites. This was welcomed

24 Primary School. Cllr D Hughes indicated there was nothing further to report at this stage.



25 Disability Discrimination Act: barrier, Hill Top Road. There was nothing further to report at this stage.

26 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.

27 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.

28. Guilden Sutton Community Association: proposed fencing. The Council was informed a small amount of work was outstanding and would be completed shortly.

29 Department for Communities and Local Government.

(i) Code of recommended practice on local authority publicity. The Clerk reported the receipt of consultation on this code which he would deal with. It was noted a response was due by 12 March 2009.

30 Community events: (i) Gardens Day 2009. It was understood this would take place in May 2009.

(ii) Proposed village fete 2009. It was noted this was intended to take place on 13 July, 2009.

31 North West Air Ambulance: appeal. The Clerk reported the receipt, by correspondence dated 15 December 2008, of a request for a donation. This would be dealt with under the agreed policy.

32 Result of Christmas lights competition. It was noted the winning prize had been awarded to 4 Porters Croft, a regular top three contender. There had been a fine tableau at Messrs Gresty and a hidden gem at 9 The Dell.

33 Member's information items.

Ice on footways. Cllr Moulton informed that during the recent severe weather, ice had remained on footways for several days and he believed that Guilden Sutton Lane and School Lane had not been gritted .

Flooding, Church Lane. Cllr D Hughes informed of flooding taking place at the foot of the Fox Cover steps. The highway authority would be informed.

Mrs E M Bradley. The Chairman informed that Mrs E M Bradley, formerly of School Lane and now residing outside the village, would shortly be 100. He suggested the Council might send a card and this was warmly agreed. It was further decided this practice would be followed for any future centenarians of whom the council became aware.

34 Information correspondence.

Procedural matters: The Clerk reported the receipt of Christmas cards from Mrs C M Russell MP, Cllr Brian J Bailey, Lord Mayor of Chester, Cllr Margaret Parker, Leader, Chester City Council.

Leisure services: The Mid Cheshire Footpath Society walks programme January - June 2009,

ChALC/NALC: ChALC newsletter no 125; conference Saturday 21 February, 2009, York; Local Council Review November 2008; Local Council Review January 2009.

Chester City Council: Ethics and Standards Committee Thursday 4 December 2008.

Cheshire County Council: Cheshire Matters December 2008.

CPRE: Fieldwork December 2008; Countryside Voice Autumn 2008.

Health: Cheshire and Wirral partnership NHS "Engage" newsletter issue 4, 2008.

Cheshire Police Authority: request to display notice.

Chester RSPB: request to display notice.

Save the Family newsletter.

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

35 Lengthsman service. This would be revisited as part of the 2009/10 contract.

36 Clerk's terms and conditions. The Clerk would provide possible dates for a meeting.