

# Parish Council Minutes

Guilden Sutton Parish Council

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

Chairman: Cllr D Hughes.

Present: Cllrs D M Fisher, D Hughes, J Hughes, M Kerfoot, W Moulton, P M Paterson.

In attendance: Former Cllr M S J Roberts, Borough Cllr S Parker, B Lewin Esq, Parish Paths Warden and one member of the public, Mrs Y Kirk.

1 Procedural matters.

(i) Apologies. Apologies were received and accepted from Cllr I Brown. Cllr D Hughes expressed the Council's congratulations on Cllr Brown's new daughter.

Apologies were received from Borough Cllrs Bailey and Deynem and from 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 planning application 09/10978/FUL change of use of 3 Summerfield Road CH3 7SW from financial and professional services and hairdressers to dental surgery and no 1 to financial and professional services and hairdressers for Mr A Peers as Chair of Guilden Sutton Community Association.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 20 July 2009. The minutes of the ordinary meeting of the Council held on Monday 20 July 2009 were proposed by Cllr W Moulton, seconded by Cllr D M Fisher and agreed as a correct record subject to the addition of "to" before "in front of the tree line" on the top line of p38.

(iv) Dates of future meetings: 2 November, 7 December 2009.

Members noted the following proposed dates 2010: Mondays January 4, February 1, March 1, April 12, May 10, June 7, July 12, September 6, October 4, November 1, December 6 2010.

(v) Publication scheme: Training. The Clerk was reviewing the training DVD prepared by the Information Commissioner on the application of the scheme. **ACTION: The Clerk.**

(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) Vacancy vice Cllr M S J Roberts. The Chairman reported that with considerable regret he had accepted the resignation of Cllr M S J Roberts, effective from Friday 21 August, 2009, due to his impending relocation to Vancouver. It had been thought at the time that Cllr Roberts had been the youngest Member to join the Council. In his resignation, Cllr Roberts had indicated he had been informed that improvements were to take place to the local bus service, and, as of 1 September, 2009, the service was to be restored to the level enjoyed two years previously. Another major improvement was that the re-numbered C27 would go through Hoole, something Cllr Roberts had campaigned for since becoming Local Bus User Contact. As he felt this was one of the major goals he had set in his early days as a councillor, he believed this was a fitting time to inform the Chairman he intended to formally step down from the Council. Cllr Roberts said he had thoroughly enjoyed his short time on the Council and hoped that if he returned to the area he would be able to continue

to support the Council. The Clerk was obtaining the appropriate notice from the Electoral Registration Officer. **Action: The Clerk.**

09/10 047

(viii) Additional powers for Parish and Town Councils. The Clerk reported the receipt, by correspondence dated 28 August 2009, of a request from a pressure group, The Local Works Coalition, of which the National Association of Local Councils was said to be a leading member, for the Council to lobby for the restoration of local councils to proposals which had the potential to allow local people to have more say in how public money was spent in their area. At a late stage, local councils had been omitted by Whitehall officials from legislation in which it was proposed they should have been included. It was agreed the Council would support the issue and that the matter would be raised with Mrs Christine Russell MP, subject to confirmation being sought as to the involvement of the national association. **Action: The Clerk.**

## 2 Public Speaking Time.

Mrs Y Kirk welcomed the improvement to the bus service, particularly the routing through Hoole and to the Town Hall, informed of confusion as to the departure stand for the C80 in the city centre and suggested the new timetable should be distributed to each house in the village to encourage use of the service. The Clerk indicated this was already in hand and Mrs Kirk thanked the Council for so doing. The Chairman thanked Mrs Kirk for her attendance.

Cllr S Parker, being in attendance, invited Members to pose any questions they may have regarding Cheshire West and Chester Borough Council. Cllr Parker responded and was thanked by the Chairman for his attendance.

Former Cllr Roberts spoke to his resignation and thanked the Council for their support. He referred to the improvement to the bus service and referred to continuing requests for a 9am weekday service and a Sunday service. The Chairman thanked former Cllr Roberts for his service to the Council and to the community, particularly his tireless campaigning for improvements to the bus service.

The Parish Paths Warden referred to the condition of footpath no 2, improvements at the River Gowy and the intention of the Footpaths Group to take account of issues such as the extension of the cycleway. He felt it might be appropriate for a change of title to Rights of Way Warden to avoid public confusion as to his role. The Warden informed of brambles on Cinder Lane, the dying back of Oaks on footpath 7, which was probably due to climate change and the question which had been raised as to a permissive path on land owned by Mr Arden on Wicker Lane. The Warden was thanked for his attendance and assured the issues he had raised would be considered at the appropriate points in the agenda.

## 3 Planning:

### (i) New applications.

09/10781/TEL upgrade to telecommunications equipment, land adjacent to Tile Farm, Wicker Lane. Further to the Clerk reporting on this proposal to upgrade antennas on the existing T Mobile mast from 2G to 2G/3G, it was now understood the application had been withdrawn as the proposed changes were permitted development.

09/10939/FUL steel framed portal building extension at Tile Farm, Wicker Lane. Further inquiries had been made by Cllrs D Hughes and Paterson. It was agreed that no objection should be raised.

09/10978/FUL change of use of 3 Summerfield Road CH3 7SW from financial and professional services and hairdressers to dental surgery and no 1 to financial and professional services and hairdressers for Mr A Peers. Inquiries had been made by Cllrs Fisher and J Hughes. A detailed report had been prepared by Cllr Fisher and circulated. It was agreed that no objection should be raised but a number of concerns would be brought to the attention of the local planning authority. It was noted an assurance had been given that disabled access to the new premises at 1 Summerfield Road would be from the rear rather than from the footway adjoining the Village Hall car park. Subsequent to the meeting, the following response was submitted:

*"Thank you very much indeed for kindly consulting my Council on this application. We are grateful for the additional time allowed for comment to allow representations to be fully considered.*

*(i) The Council supports the proposal in that it will ensure the viability of a much valued NHS dental practice in the village by providing disabled access to current standards and meeting other requirements of the PCT and will add to the vitality of the area by ensuring that all the units are occupied. 09/10 048*

*(ii) There are a number of access issues which we would wish be considered by the Access Officer prior to a determination by the LPA. The Council believes that more detail is required of the proposal to increase the level of the footway in front of the units. Although this will provide level access, it will require modification to the existing steps outside the Post Office leading from the car park which may require the provision of handrails. The increase in level will also decrease the height of the boundary wall to this footway which may require measures to avoid the risk of passers-by toppling over. There is also no detail as to how the increased level of this footway will be accessed from the existing adjoining footways.*

*There is concern there should be no obstruction by ramps, permanent or otherwise, to the footway adjacent to the Village Hall car park. The car park is, at times, extremely congested with maneuvering vehicles and the footway is essential to provide safe access for users of the village hall, including pre-school children and their parents and for primary school children passing from the car park to the school at the rear. It should also be noted the width of this footway decreases as it approaches the Village Hall.*

*Should disabled access to the hairdressers be proposed from the rear of the premises, the Access Officer is asked to consider whether there is sufficient space for wheelchairs or mobility scooters to manoeuvre from the footway and the adjoining access into the premises.*

*(iii) The Council supports the view that parking directly outside the units, which is within the highway, could be better managed by the marking of parking spaces.*

*(iv) The Council would wish to see planning permission sought for any additional external air-conditioning equipment for either of the premises within the application.*

*(v) It is noted that no applications have been submitted for consent for signage for the premises within the proposal”.*

09/11228/FUL demolition of existing garage and erection of single storey side extension at 10 Heath Bank CH3 7EZ for Mr and Mrs Alan Hewitt. Further inquiries would be made by Cllrs Kerfoot and J Hughes.

(ii) Decision notices.

09/10276/FUL single storey extension to rear of property, porch to front and loft conversion at Westview, Hare Lane CH3 7ED for Mr and Mrs Collinson. Planning permission. (Decision notice awaited.)

09/10939/FUL steel framed portal building extension at Tile Farm, Wicker Lane. Planning permission. Materials and landscaping conditions.

(iii) Parish Plan: progress report. Cllr Paterson confirmed a coffee morning type launch was proposed.

(iv) Village Design Statement. Cllr Fisher confirmed a poster was to be prepared for display. The interest of councillors J Hughes and Kerfoot was noted.

(v) Strategic Planning.

(a) Cheshire West and Chester Borough Council Local Development Framework core strategy topic papers. The Clerk would indicate 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.

(b) Consultation on submitted draft North West Plan Partial Review (including non technical sustainability appraisal report). **Response due 19 October 2009.** . The Clerk would report further to the October meeting.

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. Further to the Clerk circulating details of training courses in September and October, Cllr Fisher indicated he would be interested in attending a course on 15 September 2009 on roles and responsibilities should places remain.

09/10 049

The Clerk informed of an Audit and Finance update session to be held on Wednesday 25 November, 2009 in Middlewich and sought approval to attend at a cost of £30. This was agreed.

(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. The Clerk had circulated to all Members details of 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. Members were considering the actions which were necessary. It was noted a significant number appeared to be wholly or partially met. These would be considered in detail by the Quality Council group, a meeting of which was to be arranged, following input from all Members.

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. Members had inspected the work carried out by Messrs Gresty towards implementing the first phase of action to deal with ivy and other overgrowth at the rear of the bank. It was felt that to date, the application of weed killer had not been entirely successful and the area required clearing. Litter and other debris should also be removed and the application of weed killer should be repeated. Members did not believe that, as yet, the outcome was satisfactory. It was agreed the aim should be to secure sufficient clearance to enable the planting of evergreen shrubs with room for the proposed mass planting of bulbs. **Action: The Clerk.** (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 was endeavouring to identify an alternative contractor able to carry out any necessary repairs to the sandstone walls.

6 Leisure Services

(i) Children's Playing Field:

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

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

(c) 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. A revised rota would be prepared by the Clerk. Report forms would be circulated by Cllr Paterson. **Action: The Clerk, Cllr Paterson.** Members believed the safety surfacing was now in a satisfactory condition following the completion of repairs. It was noted that brambles in the boundary of the hard surfacing required selective treatment. **Action: The Clerk.**

(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. Cllr Fisher believe the height of the boundary hedge was higher than desirable and it was agreed that separate estimates should be sought to reduce both sides of the hedge to the height of the boundary fencing. **Action: The Clerk.**

(e) Replacement of safety surfacing. Members revisited the intention to seek external funding for the replacement of the safety surfacing.

Cllr Fisher informed as to the importance of proper preparation prior to the laying of the surfacing. The Clerk indicated he proposed in the first instance to make an approach to Cheshire West and Chester Borough Council as to the feasibility of obtaining external funding. **Action: The Clerk.**

(iii) Public Footpaths.

(a) Footpath 7. Further to the report by the Parish Paths Warden in public speaking time as to the effect of climate change on the Oaks previously referred to which adjoined the route, it was agreed the Warden should approach the Public Rights of Way maintenance officer for advice. Similarly the Clerk would approach the Borough Council's tree officer. **Action: Parish Paths Warden, The Clerk.**

(b) Footpath 2. (i) Clearance and sweeping. The Clerk reported Mr I Lifford, Area Manager, Cheshire West and Chester Borough Council had been informed the Borough Council's offer to assist with this long standing issue had been warmly welcomed and accepted in principle subject to the Parish Council reserving the right to negotiate additional hours if the four hour per week allocation proved to be insufficient. A response was awaited. The additional hours would be allocated principally to cover the dingle path and the access to the primary school at the rear of Orchard Croft with, if time permitted, some sweeping and tidying of the accesses to the dingle path, the new steps to Church Lane, the section of cycleway from Church Lane to Cinder Lane and the section of the Longster Trail running between the hedges on Cinder Lane. This would follow the paths being brought back to specification by the borough council.

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

(d) Parish Paths Group. (i) Footpath no 2. Further to the Parish Paths Warden referring to the condition of footpath no 2 during public speaking time, it was agreed the Warden should be informed of the proposals by Cheshire West and Chester Borough Council as to the future maintenance arrangements for the route. (ii) Issues. The Council noted the intention of the group to take account of issues such as the extension of the cycleway as mentioned by the Parish Paths Warden in public speaking time. (iii) Title. The Council noted and agreed the suggestion by the Parish Paths Warden that his title should be changed to Rights of Way Warden to avoid confusion for the public. (iv) Permissive path, Wicker Lane. On further consideration, the Council agreed to take no further action on the previously discussed possibility of a permissive path being created on land owned by Mr Arden on Wicker Lane. The advice of Cllr J Hughes as to an off road route available for pedestrians at the double bend was noted.

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

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

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

(vi) Landscaping, Fox Cover. It was agreed that former Cllr R M Armitage would be approached to inquire if he was still prepared to maintain this area. **Action: The Clerk.**

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

(viii) Correspondence per Mr Paul Gresty re construction of cycleway. The Clerk reported 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 from Hoole to Mickle Trafford and Guilden Sutton. The Clerk informed he would forward the correspondence to the appropriate officer. **Action: The Clerk.**

(ix) Cheshire Local Access Forum, applications for membership. The Clerk reported the receipt, by correspondence dated 12 August 2009, of information relating to applications for membership of the Cheshire Local Access Forum. It was noted the deadline for applications was Friday 9 October 2009. It was agreed the papers would be forwarded to be the Rights of Way Warden. **Action: The Clerk.**

7 Public transport.

(i) Services general. The Council warmly welcomed the comments made by former Cllr M S J Roberts as to the improvement to the service introduced on 1 September 2009.

09/10 051

The Clerk's proposal to circulate a copy of the revised timetable in the newsletter which he was obtaining from the Borough Council was agreed. A suggestion was also made the information should be displayed on the web site. **Action: The Clerk.** The confusion referred to by Mrs Kirk as to the departure stand for the service C80 in the city centre would be referred to the Borough Council. **Action: The Clerk.**

8 Highways.

(i) Strategic matters.

(a) A55 low noise surfacing. It also noted the maintenance scheme from the River Dee to Littleton was to commence shortly.

(b) A51. The Clerk informed he had been contacted by Borough Cllr B J Bailey as to the A51 and the argument the road should not be signed from the M6 as a route to Chester or beyond to Holyhead. Given the Parish Council had an interest in traffic conditions at the junction of Wicker Lane and the A 51 which were already extremely difficult, it was agreed the argument should be supported. The Council would also wish to see the removal of any remaining signs promoting the use of the A 51 as a route to or from the M6 which had been due to take place following its detrunking. It was noted the same would apply to satellite navigation devices.

(ii) Local matters.

Issues with the highway authority.

The Clerk indicated he had submitted the following list to the highway authority for consideration. For completeness, issues which had been or were being resolved had been included.

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.

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.

09/10 052

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.

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.

(a) Speed issues. (i) Speed indicator device. (a) Newsletter. Further to the suggestion by Cllr Kerfoot, a note on the use of the SID equipment by the Parish Council had appeared in the newsletter. (b) Further lease. The proposed lease of the equipment for the period Thursday 17 September to Wednesday 23 September was being progressed by Cllr Moulton. Action: Cllr Moulton.(c) Moveable speed device. The Chairman informed of a speed display unit adopted with great success by Goostrey Parish Council, information on which had been provided by the supplier. It was noted the non discounted price was £3,750. Cllr Kerfoot express support but Cllr raised concern at the possibility of vandalism. It was agreed that evidence as to the value of the equipment would be sought in the first instance from the Project Rural Matters Co-ordinator.

**Action: The Clerk.**

(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.

09/10 053



- (c) Speed review, Guilden Sutton Lane. There was nothing further to report at this stage as to when or how a decision would be reached by Cheshire West and Chester Borough Council.
- (d) Speed review, Wicker Lane/Hare Lane. There was nothing further to report at this stage.
- (e) Hare Lane. The outcome of inquiries by PC Baker as to the concerns with respect to the speed of traffic on Hare Lane and double parking in the vicinity of the rugby club were not known at this stage.
- (f) Footway rear Cathcart Green/Summerfield Road. No repairs appeared to have been carried out at this stage.
- (g) Parking, Arrowcroft Road. There was nothing further to report at this stage as to the ongoing issue. An approach to a Member by an occupier as to a particular issue would be referred by the Member to PC Baker.
- (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. 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, which had been referred to the highway authority, a response was awaited. The same applied to the defect with the recently improved ramp closer to the Village Hall which had been mentioned by Cllr D Hughes.
- (j) Junction A41/Guilden Sutton Lane. There was nothing further to report at this stage as to the outcome of inquiries understood to be in hand by PC Baker as to traffic conditions at this junction, particularly on those Sunday mornings when car boot sales were held at Chester Rugby Club.
- (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. The Clerk was progressing the concern expressed by Cllr D Hughes as to the condition of a School Lane nameplate at the war memorial.
- (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. (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 not known what action had been taken by the Area Maintenance Engineer as to the obstruction of separate lengths of the footway on Guilden Sutton Lane by nettles, brambles and an overgrown hedge respectively.
- (p) Parish boundary sign, Guilden Sutton Lane. Although the state of this sign had been referred to the Area Maintenance Engineer, it did not appear that any remedial action had been taken.
- (q) Flooding, Church Lane. Further to Cllr D Hughes informing of flooding taking place at the foot of the Fox Cover steps, this had been reported. It was not known what action had been taken by the highway authority. Flooding reported by Mrs Kirk was emanating from a BT manhole and would be reported.
- (r) 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, a response was awaited from the Area Maintenance Engineer with whom the issue, including the possibility of proposed work by Scottish Power, had been raised.
- (s) Speed limit, Station Lane. There was no further information at this stage.
- (iii) Lighting. There were no faults to be reported from this meeting.

9 Finance:

(i) Income:

Bank interest

3 July	£	1.78
5 Aug	£	1.81

Scottish Widows no 1

1 July Interest	£	0.00
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Scottish Widows no 2

1 July Interest	£	1.62
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(ii) Payments:

Cheshire West and Chester

Borough Council

2nd half year rates	£	309.00
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Devaprint

Newsletters

131, 132, 133	£	210.00
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Clerk:

Expenses:

Newsletter postage	£	19.42
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Postage	£	0.76
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Photocopies

264 @5p	£	13.20
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Mileage

8@40p	£	3.20
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	£	36.58
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Proposed by Cllr Kerfoot

Seconded by Cllr Paterson  
and agreed.

(iii) Balances

Co-operative Bank

30 July 2009	£10,722.27
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26 August 2009	£10,224.08
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Scottish Widows no 1

1 July 2009	£20,752.93
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Scottish Widows no 2

1 July 2009	£ 2,608.25
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(iv) Report on contingency payments.

Budget:	£	695.00
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Payments:	£	NIL
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(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:

09/10 055

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) External Audit. The Clerk reported the receipt of an unqualified audit return from the Audit Commission subject to the understanding the Council was addressing the inadequate level of fidelity insurance. The Council kindly expressed its appreciation to the Clerk.

(vii) Grant application form. This would be revisited following the draft produced by Cllr Fisher being considered by a sub group comprising Cllrs Paterson, Fisher, Kerfoot and the Responsible Financial Officer.

(viii) Participatory budgeting. The Clerk reported the receipt, by correspondence dated 3 September 2009 from the Development Officer, of information with respect to participatory budgeting. Cllr Fisher reported further. It was agreed an indication would be given that the Council would offer an expression of interest in being involved in a grouping of councils in the area to develop a participatory budgeting process.

#### 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. (a) Belle Vue Lane. There was nothing to report to that minuted at the July meeting. (b) White Tornado. The suggestion this activity should be resumed would be revisited. (c) Fly tipping. The Clerk understood the initiative proposed by Derek Bowker Esq, Project Co-ordinator, Project Rural Matters, had received a large number of responses which were to be prioritised.

(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.

(iv) Sewers. It was noted that work was in progress on Arrowcroft Road, with a connection to School Lane, to alleviate the difficulties previously minuted.

#### 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 Area Maintenance Engineer 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.

(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. A response was awaited from the Area Maintenance Engineer as to the need for overgrown hedges on Porters Hill which were at head height to be pruned.

(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. The Clerk was requesting a revised estimate to include the removal of dead wood from the higher branches in addition to the removal of the lower limb. A photographic record had been taken by Cllr Fisher as advised by the tree officer.

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(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 Maintenance Engineer. A response was awaited.

(viii) Trees, primary school boundary. Further to Cllr Fisher informing as to the pruning and felling of trees in the school grounds adjoining the path at the rear of Orchard Croft and if these were protected. Cllr Brown, as Parish Tree Warden, would make further inquiries. **Action: Cllr Brown.**

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. It was noted the next meeting of the Chester Area Meeting would take place on Wednesday 30 September, 2009 in County Hall at 7.30pm.

(ii) Annual meeting It was noted the Annual Meeting of the Cheshire Association of Local Councils would take place at Middlewich Civic Hall on Thursday 22 October 2009 from 6.30pm to 9pm.

(iii) Cheshire Rural Women's Day 7 October, 2009. The Council's nomination was being progressed by Cllr Moulton.

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, there was nothing further to report at this stage..

(ii) Electoral Review, Cheshire West and Chester. Further to the Clerk informing that Cheshire West and Chester Borough Council was formulating a proposal that Guilden Sutton should be included in a two member ward with Christleton and Mickle Trafford to be named "Chester Villages" and Members giving careful consideration to the issues surrounding single or multi member wards and the geographic consequences which flowed therefrom, the following response had been submitted to the Boundary Committee:

*(i) My Council has carefully considered the issues surrounding single or multi member wards and the geographic consequences which flow from that.*

*(ii) Single member/multi member wards. The Council is aware of the argument that in a single member ward, the member is more accountable than might otherwise be the case and perhaps better able to engage with the electorate. Against this, Guilden Sutton parish is fairly typical in that since 1974 the parish has been served by three principal authority members, two being elected representatives of the district council and one of the county council. The Council has generally enjoyed good relationships with the elected members of the principal authorities throughout this period and does not believe that a change to a single member ward would deliver any significant improvement on the multi member situation which has prevailed. Members are unable to point to any evidence which would suggest there have been any substantial problems either with accountability or engagement due to there being more than one representative of the principal authorities. Conversely, it has very recent direct experience of a principal authority member gaining an important and time consuming role and the extent to which that substantially diminishes his/her ability to represent constituents and raise parish issues as he/she may wish. Multi member wards have the capacity to deal with that issue.*

*The Council therefore strongly supports multi member wards rather than single member wards.*

*(iii) Similarly, the Council is aware of the arguments that warding arrangements should give roughly equal value to a vote wherever it may be cast across the borough while ensuring that geographic areas which may be considered to achieve this reflect established communities of interest. The Chester Villages proposal put forward by Cheshire West and Chester Borough Council would retain Guilden Sutton's long established links with other parts of the former Chester City Council Christleton ward. Bringing in the immediately adjoining Mickle Trafford and District brings welcome links with a neighbouring civil parish and also a neighbouring ecclesiastical parish with whom the incumbent is shared. There is a close community of interest in that both villages are set in a particularly fragile part of the North Cheshire Green Belt, both were developed in the 1970s and both are on Chester's urban fringe with shared concerns about issues ranging from traffic to litter which arise from that. It is reasonable to conclude that the interests of constituents in both are similar and that the proposed Chester Villages ward would quickly and naturally achieve enduring cohesion.*

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*Guilden Sutton Parish Council therefore strongly supports the proposed Chester Villages ward with two members and commends it to the Boundary Committee.*

The Clerk reported the receipt, by correspondence dated 7 August 2009, of a copy of the Borough Council's submission for a two member ward named Chester Villages with 6,721 electors based on 2008 figures. The board would comprise Christleton, Littleton, Guilden Sutton, Rowton, Cotton Abbots, Waverton, Cotton Edmunds, Hoole Village, Mickle Trafford, Bridge Trafford, Picton and Wimbolds Trafford.

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

(iv) Community Forum, Gowy and Eddisbury wards, inaugural meeting Tuesday 28 July 2009. Cllr D Hughes reported.

(v) Rural West Area Partnership Board. The Clerk informed the Council was able to make a nomination of a Member with an interest in partnership working to be a member of the Rural West Area Partnership Board. It was noted that nominations were due by the 25 September, 2009.

(vi) Clerk's Group. The Clerk informed he was pleased to report 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. This was welcomed.

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. A meeting would take place on Thursday 22 September 2009 at 7pm in the Civic Hall, Ellesmere Port.

(ii) Crime issues. It was noted that during late July and August, a number of connected incidents had arisen within the parish. PC Baker had informed that youths from a neighbouring suburb had been arrested and charged with several offences including those in Guilden Sutton. It was agreed a note on the precautionary steps which could be taken by occupiers would be included in the newsletter.

(iii) Community Safety Wardens. Further to Cllr Paterson informing of the intention of the Cheshire West and Chester Borough Council community safety wardens to hold community surgeries in the rural area, it was noted that none of the proposed surgeries would take place in Guilden Sutton.

18 Newsletter. An issue including a summary of the council's annual report had been distributed.

19 Memorial Garden. See also minute 11 (vi) above.

There was nothing further to report at this stage as to the planting by Cllr D Hughes of a further three or four shrubs, to be supplied by Cllr J Hughes, to fill gaps.

20 Bulb planting. It was confirmed that planting would take place on the parish car park bank in 2009, subject to the completion of the clearance work by Messrs Gresty. Three sacks of mixed woodland daffodil bulbs would be ordered.

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

22 Primary School. Cllr Kerfoot and Cllr D Hughes reported. Cllr D Hughes separately referred to the possibility of involving the school council in parish issues. This was agreed in a principle .

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 2009. On behalf of the committee, Cllr Kerfoot expressed appreciation to the Parish Council for their support for this successful event. (ii) St John's Holiday Club. 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 Member's information items.

Condition of land. A Member referred to the condition of land within the parish. This would be raised with the owner at an appropriate stage.

Adoption of telephone boxes. Cllr Paterson referred to this scheme enabling parish councils to adopt discontinued telephone boxes within the parish. It was noted this referred to the traditional red style kiosks, none of which were present in Guilden Sutton.

Youth Parish Council. The Clerk informed of the receipt of advice, by correspondence dated 4 September 2009, that the Connexions service would be able to assist in the creation of a shadow youth parish council, possibly as part of a cluster which would correspond with the Goway and Eddisbury Community Forum. This was noted.

Cheshire Landscape Trust. The Clerk informed the Cheshire Landscape Trust, which also provided advice on Village Design Statements, had no guaranteed income beyond March 2010 and had pointed out a donation of £100 from each Parish Council with a tree warden would be sufficient to keep the tree warden scheme running for another two-and-a-half years. It was agreed this should be included in the agenda for the council's October meeting.

29 Information correspondence.

Leisure Services: The Playing Field, Summer 2009; Walking in Cheshire.

Finance: Merger between Co-operative Financial Services and Britannia; newsletter for Community Directplus account holders; Cheshire West and Chester Council: help with business rates bills.

ChALC/NALC: ChALC newsletter nos 128 and 129.

Cheshire West and Chester Borough Council: Growth Point; Goway and Eddisbury Community Forum presentations: what is your community forum, highway maintenance; Partnership Bulletin, July 2009; Volunteer Fair 22 September, 2009.

Justice system: Policing: Your Policing Summer 200; Have Your Say newsletter 19 May 2009; Community Safety surgeries in Cheshire West; Neighbourhood policing unit monthly newsletter; Inspector's Updates; Homewatch police meetings, September 2009; Information from trading standards; Criminal Justice Board newsletter; Telephone public confidence survey; Grapevine, July 2009.

Chester and District Housing Trust: appointment of independent director.

Chester RSPB Group, programme of meetings and field trips Autumn 2009.

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

Nil.  
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