

Guilden Sutton Parish Council Minutes

Minutes of the ordinary meeting of the Council held on Monday 1 February 2010 in Guilden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

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

1 Procedural matters.

(i) Apologies. Members: None.

Apologies were received 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 M Fisher declared a prejudicial interest in planning application 09/11929/FUL porch to front with new pitched roof canopy at 5 The Dell CH3 7ST being the applicant.

All remaining Members declared a personal interest in planning application 09/11929/FUL porch to front with new pitched roof canopy at 5 The Dell CH3 7ST for Mr D M Fisher being known to the applicant.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 4 January 2010. The minutes of the ordinary meeting of the Council held on Monday 4 January 2010 were proposed by Cllr P M Paterson, seconded by Cllr J Hughes and agreed as a correct record.

(iv) Dates of future meetings:

Mondays 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, the Chairman informed he had viewed the material. A further Member expressed an interest.

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

(vii) Sustainable Communities Act Amendment Bill. The Clerk reported the receipt of a further response from Mrs C M Russell MP enclosing a reply from Barbara Follett MP, Parliamentary Under Secretary of State at the Department for Communities and Local Government. The Parliamentary Under Secretary of State indicated she understood the Council's support for the early day motion and referred to local spending reports which the Government believed would have a big part to play by helping to make sure that citizens had the information they

needed on how public money was being spent in their communities. Proposals for the development of local spending reports had been set out by the Secretary of State in December, 2009. A consultation paper was to be published and the Parliamentary Under Secretary of State would welcome the Council's comments in due course. **Action: noted.**

09/

10 108

(viii) UK Youth Parliament. There was nothing further to report at this stage.

(ix) Buckingham Palace Garden Party. The Clerk informed of the receipt of correspondence from the County Office inviting the Council to nominate the Chairman to attend a Buckingham Palace Garden Party to be held on Tuesday 22 June 2010. Cllr D Hughes and Mrs R Hughes had been so nominated.

2 Public Speaking Time.

Prior to the commencement of the meeting, the Council had received a presentation from Mr Kieran Collins, Area Highways Manager on highway maintenance issues and how these were dealt with by Cheshire West and Chester Council. Mr Collins had responded to questions from Members on the presentation and had confirmed that in relation to the issues raised by the Council, there would be a detailed line-by-line response in due course. Mr Collins had further indicated he would also be happy to attend a future meeting of the Council. The Area Highways Manager had been thanked by the Chairmen and Members for his presentation.

Cllr S Parker, Cheshire West and Chester Borough Council, informed of progress with the borough council's move to the HQ building in Chester, the next Gowy and Eddisbury Community Forum, to be held on Thursday 11 March 2010 in Tarporley and the position on Members' Personal Budgets. Cllr Parker confirmed that funds held in Members' Personal Budgets not expended in 2009/10 would be carried forward to 2010/11. The Chairman thanked Cllr Parker for his attendance. A Member commented that some items on the list of issues supplied to the Area Highways Manager had been outstanding for some time and Cllr Parker kindly indicated he wished be advised where progress was not possible.

3 Planning:

(i) New applications.

09/11929/FUL porch to front with new pitched roof canopy at 5 The Dell CH3 7ST for Mr D M Fisher. Further inquiries had been made by Cllrs Moulton and J Hughes. It was agreed that no objection should be raised.

09/11994/FUL erection of 1.2m high boundary wall with iron gates and associated planting at Belle Vue Cottage, Belle Vue Lane, CH3 7EJ for Mr and Ms Mark and Audrey Jones. No objection had been raised.

(ii) Decision notices.

09/11658/FUL steel framed portal building extension at Tile Farm, Wicker Lane for Ardens. In view of the condition relating to lighting on the extension being restricted to normal opening hours, the LPA had been asked to clarify the position regarding existing lighting at the farm. It was noted this had been in place for 10-15 years and was for security purposes. The LPA also advised that agricultural operations could at times continue until late in the evening and commence early in the morning.

09/11929/FUL porch to front with new pitched roof canopy at 5 The Dell CH3 7SL for Mr D M Fisher. Planning permission.

09/11994/FUL erection of 1.2m high boundary wall with iron gates and associated planting at Belle Vue Cottage, Belle Vue Lane, CH3 7EJ for Mr and Ms Mark and Audrey Jones. Planning permission. Condition re planting plan and specification to be submitted.

(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.

(v) Strategic Planning.

(a) Cheshire West and Chester Borough Council. 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 had responded.

09/10 109

The Council had indicated it 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 draft North West Regional Strategy RS2010, part 1. The Clerk informed of the receipt of advice of this consultation, closing on 26 February 2010. This set out the high-level framework and outlined the over arching vision, priorities and action areas for the strategy which would enable North West partners to work together to maximise the region's opportunities and address the challenges over the next twenty years. The Council was invited to share its views which would be welcomed by the NWDA and 4NW.

Based on the responses to the Cheshire West and Chester Council consultations, it was agreed the following response should be made:

"Green Belt. The Council is anxious to see policies which protect the Green Belt, particularly in areas such as Guilden Sutton where the Green Belt is particularly fragile due to urban development. We also wish careful consideration to be given to the amount of development be allowed in villages washed over by the Green Belt and how this might be sensitively managed in order to ensure their continuing vitality and viability.

Rural public transport services. The Council wishes to see policies which retain and further develop rural public transport services whether through traditional or more innovative means.

Provision of sites for gypsies and travellers. The Council wishes to see policies which enable this issue to be handled sensitively while protecting the Green Belt and taking account equally of the concerns of both the settled community and the Gypsy and Traveller community.

Highway maintenance, The Council wishes to see policies which recognise that many rural roads are significantly below the standard of routes maintained by the Highways Agency or principal roads maintained by the highway authority and calls for policies which will enable the standard of rural roads to be progressively improved and maintained thereafter."

4 Quality Council issues.

(i) CiLCA qualification. The Clerk was pleased to report his portfolio had been completed in draft and had undergone a pre assessment by the Cheshire Training Partnership. No fundamental amendments were necessary but the Chief Officer had helpfully pointed to instances where the presentation of the required information, which in a number of modules followed the practice adopted by the Council, could be revised to more closely take account of the expectations of the assessor. It was noted this would involve a further commitment of time. **Action: The Clerk.**

(ii) Training: (a) Power to Promote Well Being. The Clerk would circulate details of the Power to Promote Well Being. Cllr Paterson reported she had attended a training session on the Power to Promote Well Being held on 27 January, 2010 and informed further. It was agreed the Clerk should inquire as to training which would be available to the Council as a whole. **Action: The Clerk.** (b) General. Training dates for 2010 had been received from the County Office and had been circulated by the Clerk. Members would indicate should they wish to attend any particular session. **Action: All Members.**

(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. It was hoped it may be

possible for the meeting to take place before the March meeting of the Council. **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.

09/10 110

(ii) Improvement scheme. (a) removal of overgrowth. There was nothing further to report at this stage following the completion of the work. (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. There was nothing further to report at this stage as to the application to the ward councillors for a grant from their Members' Personal Budgets for the replacement of this noticeboard.

(v) Bulb planting. As no progress had been possible with the suggestion the mass planting should be carried out by unpaid workers supervised by the probation service, Cllr D Hughes confirmed he was liaising with Messrs Gresty as to any planting which might be possible.

6 Leisure Services

(i) Children's Playing Field:

(a) Grounds maintenance issues. Messrs Gresty were being requested to remove and repaint the goal posts with reseeding being carried out where necessary and depressions being filled where ponding was found. **Action: The Clerk.** Cllr Paterson reported following an inspection. It was noted the litter bin had again not been emptied and the annual hedge trimming had not taken place. These issues would be raised with Messrs Gresty. **Action: The Clerk.**

(b) Mole infestation. Further to Cllr Paterson reporting evidence of renewed activity, Cllr A Davis kindly indicated he had previous experience in the course of agriculture and access to the appropriate equipment. It was agreed that Cllr Davis should proceed and report further to a future meeting. **Action: Cllr Davis.**

(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. Cllr Paterson reported the fault had been repaired by the contractor.

(b) Inspections. Cllr Paterson reported following an inspection. The Clerk informed that at this stage there was nothing further to report on the statutory annual inspection to be carried out by the inspector brokered by Upton by Chester and District Parish Council.

(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.** Messrs Gresty had been 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. This work was awaited and a reminder would be issued. **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. Further to Cllr Paterson informing of low branches from trees adjoining the route, which it was noted would be the responsibility of the landowner, the Rights of Way Warden was being advised. **Action: The Clerk.**

09/10 111

(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. Further to a Member informing this path was impassable due to the deposit of large quantities of loam, the Rights of Way Warden was being advised. **Action: The Clerk.**

(d) Parish Paths Group. The Clerk informed he had been advised by the Rights of Way Warden of correspondence with a resident as to dog friendly walking routes within the parish. Concerns had been raised as to whether footpaths should be dog friendly and, if so, whether something could be done to make the stiles more accessible to dogs and with respect to a number of horses on the footpath by the river. The Clerk informed the issues were being dealt with by the Public Rights of Way Warden.

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

(f) Greenway. (i) 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. There was nothing further to report at this stage. (iii) Maintenance. Following Cllr Paterson informing of the concerns of an adjoining landowner as to the inadequacy of the amenity cleansing regime, further inquiries had been made by the Clerk of Mrs A Hodgkinson who had kindly provided a contact in Sustrans who would be approached. **Action: The Clerk.**

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2010/11. It was agreed estimates should be obtained. **Action: The Clerk.**

(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 there was nothing further to report at this stage as to the application to the ward councillors for a grant from their Members' Personal Budgets for the replacement of this vandalised sign.

(vii) Provision for youth. 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. .

(viii) Multi use games area. Cllr Kerfoot informed that fundraising was to start shortly for a possible scheme which would also be available to the community outside school hours.

(ix) MBNA Chester Marathon 31 May 2010. The Clerk informed of the receipt of information with respect to this event starting at Chester Rugby Club which would use the Greenway from Guilden Sutton to Hawarden Bridge, returning along the Greenway back to Guilden Sutton and the Rugby Club. The Marathon would raise money for The Hospice of the Good Shepherd in Backford with a target of a minimum of £26,000 each year.

The race would be run under UK Athletics rules to the highest standards. The organisers were working closely with the police and Cheshire West and Chester Council to ensure a safe event. To do this traffic management would be in force at the start and end of the race and for safety reasons the police were requiring road closures.

During the start, there would be a rolling road closure on the roads between the Rugby Club and the Greenway. When the runners returned to the finish there would be a half road closure with a one way system in operation.

The organisers wished to minimise the effect on residents and to help this the race would be starting at 9.30am. The rolling road closure would be in force for the first hour with the half road closure from noon to 3pm. Nearer to the time the Council would be updated and there would be a leaflet drop to houses and businesses on the route. Part of the traffic management plan would involve advance notifications of the road closures on the affected roads.

09/10 112

The organisers had indicated they were happy to answer any questions the Council may have and to attend a Council meeting to outline their plans. They were keen to engage with the community and invite their involvement in the event.

It was agreed the organisers should be invited to the March meeting. **Action: The Clerk.**

7 Public transport.

(i) Revised services. Cllr Fisher and the Clerk reported further on the practice of the service bus in laying up close to the junction of Orchard Croft and Oaklands, obstructed the visibility of traffic approaching from School Lane. It continued to be the case the matter appeared to be resolving itself.

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

(iii) Moorcroft Crescent inbound bus stand. Further to Cllr Moulton, local bus user contact, informing that visibility of oncoming traffic from this stand was obscured by overgrowth, it appeared that no action had yet been taken.

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

8 Highways.

(i) Strategic matters.

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

(ii) Issues with the highway authority.

It was noted a line by line response had been promised by the Area Highways Manager at the presentation earlier in the evening to the issues previously minuted. These had been reordered by the Clerk as follows:

Guilden Sutton issues 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.

Belle Vue Lane

Haunching/pot holes.

Church Lane.

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

Flooding. In carriageway at foot of Fox Cover steps, possible BT manhole problem near junction with Wicker Lane.

Cinder Lane

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

Guilden Sutton Lane

Steps, Heath Bank to Guilden Sutton Lane. Untidy condition reported.

09/10 113

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.

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

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.

Drainage issue in footway at field entrance opposite access to restricted byway. Gulley claimed to have been installed not at the lowest point. Recent flooding.

Lighting obscured by trees at reservoir. (Old). Reported. Not known if action taken.

Obstruction of footway by nettles etc at one location, brambles at the approach to the diversion from the village. Ongoing.

Overgrown hedges at two properties. (Old) Believed resolved by highway authority.

Guilden Sutton Lane, trip hazard at the site of a fall adjoining fence (Gresty's field). No defect revealed, local Member not satisfied.

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

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

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

Bus stand opposite houses between Moorcroft Crescent and Wilding Business Estate. Growth obscuring view of approaching traffic for alighting passengers.

Condition of carriageway under A55 bridge. NEW

Hare Lane.

Speed of traffic, double parking in vicinity of Rugby Club. With highway authority/Police. Club understood to have issued advice re parking.

Oaklands

Shops area -

Disabled access to shops. To be resolved by current planning application.

Concern that installation of a further dropped kerb from the shops car park to the pathway of the village hall car park is leading to vehicles over riding the footway to reach the Village Hall car park.

Perceived defect with the more recently improved ramp closer to the Village Hall.

Flags adjoining , Summerfield Road. Ongoing concerns re condition. Not adopted.

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

Elsewhere -

Footpath 2, condition. Raised with Ian Lifford.

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

Need to edge out footway at Cathcart Green.

Carriageway defects on Oaklands approaching junction with School Lane at Wood Farm.

Carriageway defect in vicinity of the dell (site of previous collapse).

Parking, Arrowcroft Road. Ongoing school issue.

School Lane

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.

Encroachment onto the highway. Posts and chains in verge. Council assured highway land could not be lost by default. Notices erected by occupiers requesting pedestrians not to use the verge at a second location where there is no footway

Flooded gulleys/depressed covers in vicinity of Arrowcroft Road. NEW

Condition of School Lane nameplate at the war memorial.

Station Lane.

Renewal of SLOW sign when leaving the village.

Speed review.

Wicker Lane

Gulley kerb, Concerns re the position of this kerb in the carriageway.

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

Surface water running from S bend towards Wicker House. NEW.

General

Planters. NEW. Possibility of planters being provided on highway land at a central location in the village. Policy?

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

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

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

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.

(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 had been 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. **Action: The Clerk.**
- (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. (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 signs (i) Guilden Sutton Lane. The state of this sign had been raised with the Area Highways Manager. (ii) Station Lane: Cllr Fisher informed the sign had slipped down the pole. This would be reported. **Action: The Clerk.**
- (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.
09/10 116

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

(u) Planters. Further to the inquiry by Cllr Kerfoot as to the possibility of planters being provided at a central location in the village and further inquiries being made by Cllr Brown of Helsby Parish Council, the issue was to be pursued by the Clerk. **Action: The Clerk.**

(v) Steps, Heath Bank to Guilden Sutton Lane. The condition of these steps had been reported.

(w) Flooding, Wicker Lane. Further to Cllr J Hughes referring to flooding along the haunch of a length of Wicker Lane from opposite the access to Messrs Ardens to past Wicker House, which had been reported to the highway authority, Cllr Hughes informed of a late evening RTA on Friday January 29, 2010 attended by the Police, Fire and Ambulance services allegedly caused by ice forming from the flood water. As a result, warning signs had been erected by the highway authority. It was noted the issue may be a land drainage matter.

(x) Subsidence, Guilden Sutton Lane. The Clerk informed of subsidence at the site of a reinstatement on Guilden Sutton Lane close to the junction with the A 41. This had been reported to the highway authority which had confirmed the situation would be monitored.

(iii) Lighting. Cllr Paterson reported faults to lights at the rear of the village hall and at the entrance to Fox Cover. These would be reported. **Action: The Clerk.**

9 Finance:

(i) Income:

Co-operative Bank Interest 4 December 2009	£	0.69
Scottish Widows 1 Interest 1 Jan 2010	£	0.00
Scottish Widows 2 Interest 1 Jan 2010	£	1.64
CWAC Graveyard grant	£	200.00 (confirmation)

(ii) Payments:

Chester Security Systems CCTV maintenance	£	56.40 (VAT £8.40)
CiLCA registration	£	150.00

Clerk:

Stationery	£	4.58
Postage	£	0.00
Photocopies 247 @5p	£	12.35
Mileage 8@40p	£	3.20
	£	<u>20.13</u>

Proposed by Cllr Kerfoot
seconded by Cllr Fisher
and agreed.

(iii) Balances

Co-operative Bank 30 December 2009	£ 6,719.99
Scottish Widows no 1 1 January 2010	£20,752.93
Scottish Widows no 2 1 January 2010	£ 2,612.13

(iv) Report on contingency payments.

Budget:	£ 695.00
Payments:	£ 763.39

(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. **Action: Cllr D Hughes, The Clerk.**

(vi) Grant application form. The introduction of the grant application form would be publicised in the newsletter and on the website.

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

(viii) Budget 2010/11. The Clerk confirmed a precept of £15,778 had been requested.

(ix) Transfer to Clerk's gratuity account.

The following transfers, representing 3.75% of annual salary, were to be actioned by the Clerk. .

2007/08 arrears	£ 4.05
2008/9	£ 175.52
2009/10	£ 181.26
	£ 360.83

(x) Internal Audit: JDH Business Services.

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 was to 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.** The suggestion by Cllr Paterson that a further bin should be sought would be revisited. (iv) Sewers. There was nothing further to report at this stage.

11 Trees and Hedges.

(i) 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 had been raised with the Area Highways Manager. A Member raised concern about a further hedge obstructing the footway on Guilden Sutton Lane.

(ii) 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.

(iii) 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.**

(iv) 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.**

(v) 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.**

(vi) 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.

(vii) 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. **Action: The Clerk.**

(viii) Hedge, off Belle Vue Lane. Cllr Fisher informed of the proposal by an adjoining occupier to remove a length of edge adjoining footpath 2 and to plant a replacement of native species. The occupier had been advised to speak to the Tree Officer.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. The Clerk informed the Chester Area Meeting on Wednesday 27 January, 2010 had received a presentation from Cheshire West and Chester LSP director Alison Armstrong on the Service Delivery Project with Local Councils. He further reported he had subsequently asked Mrs Armstrong to ensure the Council was kept in the loop in any discussions or negotiations on services which may be devolved to parishes with finance following function or those provided by the Borough Council which parishes might buy into.

13 Cheshire West and Chester Council.

(i) Funding for local councils. There was nothing further to add at this stage to the understanding that Cheshire West and Chester Borough Council would set future service

standards between January and March 2010, that detailed discussions would take place with local councils between April 2010 and September 2010 and funding for 1 April, 2011 onwards would be notified between September 2010 and November 2010.

09/
10 119

(ii) Electoral Review, Cheshire West and Chester. There was nothing further to report at this stage as to the proposal by the Boundary Committee for England that Guilden Sutton should be included in a Chester Villagers ward to which the Clerk had responded welcoming the proposals.

(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 Clerks' 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) Maintenance of Churchyards and Burial Grounds. The Clerk would report further in due course as to the payment of the grant of £200 received from the borough council to the parochial church council.

(vi) Local Transport Plan consultation

(vii) Sustainable communities strategy consultation.

(viii) Core strategy, options and issues consultation.

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

(ix) Review of highway maintenance questionnaire. The Clerk confirmed he had dealt with this review.

(x) Relationship with local councils questionnaire. The Clerk confirmed he had dealt with this review.

(xi) Play area annual inspection 2009/10. See minute 6 (ii) (b) above.

(xii) External funding event, Wednesday 24 March 2010, Winsford Lifestyle Centre - resources available through WREN. Details of this event were noted.

14 Cheshire Community Action. The Clerk reported the receipt of an invitation for the community to participate in the 54th Cheshire Community Pride Competition. It was agreed, for the reasons stated in previous years, that no entry should be made.

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. Councillors Moulton and D Hughes reported on the meeting held in Chester on 26 January 2010. It was noted that budget reductions would not affect front line policing. Further volunteer custody visitors were being sought. A Member informed of a crime issue within the parish. Confirmation would be sought from PC Baker that he was aware. **Action: The Clerk**

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

18 Newsletter. A further issue would be prepared to include the budget decisions.

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.

20 Bulb planting. (i) Parish Car Park. See also 5 (v) above.

(ii) Planters. See also minute 8 (iii) (v) above.

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

22 Primary School. Cllr D Hughes informed there was nothing further to report at this stage.
09/10 120

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. The Clerk reported the occupier concerned had now informed that Network Rail intended to erect security fencing on the boundary of her garden and the adjoining railway embankment which she had tended for over 50 years. He advised the occupier was understandably concerned the land might become untidy and was not satisfied that appropriate action would be taken by Network Rail. **Action: Noted.**

26 Community events: (i) Village Fête 2010. Cllr Paterson informed a Parish Council stall would be welcomed. This could include an information point for the Greenway. The Council agreed it was in favour of having a presence at the event.

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 Post Office - extended banking services. The Clerk referred to a national consultation on the possibility of extended banking services being available at post offices. He informed the proposed to consult the postmistress. **Action: Noted.**

30 Energy Saving Trust.

31 Member's information items.

Network Rail, Communications mast. Cllr Moulton informed a nearby occupier had been advised of a proposal by Network Rail to erection a communications mast on the railway. It was stated the LPA had been consulted.

Survey. Cllr Paterson informed of a physical survey of the village being carried out possibly by a utility company.

31 Information correspondence.

Sustainable Communities Act Amendment Bill update.

North West Regional Strategic Plan, part 1 consultation.

Leisure Services: RoSPA play area inspections.

NALC/ChALC: Newsletter 130, January 2010 update, National Training Strategy, NALC Leadership Academies 2010, Local Council Awards 2010.

Cheshire West and Chester Council:

Transition Festival

Waste collection disruption updates.

Funding event.

Partnership bulletin no 12.

Chester Rural West Area Partnership Board parish council representative.

Highways consultation review.

Update Letter from Cllr M E Jones.

09/10 121

Cheshire Community Action: Fund raising event.

Health: Cheshire and Wirral Partnership NHS Foundation Trust Engage Issue 7.
Policing: Rural inspector's communications updates, Grapevine, Home Watch.
Local Justice Board bulletin January 2010.

Post Office Banking Services

Society of Local Council Clerks: Cheshire branch

Clerks and Councils Direct January 2010

Wootton Bassett petition.

Appeal: Save The Family.

Matters considered in the absence of the press and public.

Nil.

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09/10 122