

Parish Council Minutes

Minutes of the ordinary meeting of the Council held on Monday 4 January 2010 in Guilden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

In attendance: Cllr S Parker (Cheshire West and Chester Borough Council).

1 Procedural matters.

(i) Apologies. Members: An apology was received from Cllr M Kerfoot. It was proposed by Cllr Paterson, seconded by Cllr W Moulton and agreed this should be accepted for the reasons tendered.

Apologies were received from Cllr B J Bailey 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 P M Paterson declared a personal interest in planning application 09/11994/FUL, erection of 1.2m high boundary wall at Belle Vue Cottage, Belle Vue Lane, CH3 7EJ for Mr and Ms Mark and Audrey Jones as the applicants were known to her in her capacity as a member of the committee for the Village Fête.

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

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 7 December 2009. The minutes of the ordinary meeting of the Council held on Monday 7 December 2009 were proposed by Cllr W Moulton, seconded by Cllr Fisher and agreed as a correct record. Cllr D Hughes expressed his appreciation to the Vice Chairman for having chaired the meeting.

(iv) Dates of future meetings:

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

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

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

(vii) Sustainable Communities Act Amendment Bill. The Clerk reported the receipt of a helpful response from Mrs Christine Russell MP. This had supported the general thrust of the Bill, intended to make provision regarding town and parish councils, local decision-making and expenditure, the consideration of proposals and connected purposes, but had indicated that in view of the impending General Election, it was probably unlikely that parliamentary time would be available.

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(viii) Appointment of a local bus user contact. The appointment of Cllr W Moulton as local bus user contact had been publicised in the most recent issue of the newsletter.

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

2 Public Speaking Time.

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

Cllr S Parker, Cheshire West and Chester Borough Council, informed the proposal for a two member Chester Villages ward, to include Guilden Sutton, had been put forward in draft recommendations by the Boundary Committee for England. This was welcomed. Cllr Parker further informed of progress towards settling management structures in the new authority, the next Gowy and Eddisbury Community Forum, to be held on Thursday 11 March 2010 in Tarporley and the position on Members Personal Budgets. The Chairman thanked Cllr Parker for his attendance.

3 Planning:

(i) New applications.

09/11658/FUL steel framed portal building extension at Tile Farm, Wicker Lane for Ardens. No objection had been raised.

09/11929/FUL porch to front with new pitched roof canopy at 5 The Dell CH3 7ST for Mr D M Fisher. Cllr Fisher spoken under para 12 (ii) of the Code to inform the Council the proposal was similar to other development in the vicinity. It was agreed that further inquiries would be made by Cllrs Moulton and J Hughes. **Action: Cllrs Moulton, J Hughes.**

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. Cllrs D Hughes and J Hughes reported. They believed the proposal for a 1.2m high boundary wall with planting behind was more acceptable than the previous application. It was agreed that no objection should be raised and that the proposed planting should be welcomed. Members felt, however, there should be no boundary fence during the period in which the hedge was becoming established and that a condition should require the hedge to be maintained.

(ii) Decision notices.

09/11515/FUL single storey extension at front and first floor extensions at side and rear at 52 Oaklands CH3 7HE for Mr and Mrs Andrew and Janine Tanner. Planning permission.

09/11658/FUL steel framed portal building extension at Tile Farm, Wicker Lane for Ardens. Planning permission. Condition re external lighting during normal opening hours only. In view of this condition, the LPA would be asked to clarify the position regarding existing lighting at the farm.

(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 Local Development Framework core strategy topic papers. Further to the receipt, by correspondence dated 26 October, 2009, of consultation by the borough council on the new local transport plan, core strategy issues and options and on a draft sustainable community strategy, for which responses were required by

13 January, 2010, the Clerk was indicating the Council was keen to continue to be consulted and had concerns about the protection of the particularly fragile Green Belt within the parish, the amount of development to be allowed in villages washed over by the Green Belt, the retention and further development of rural public transport services, the provision of sites for Gypsies and Travellers and highway maintenance.

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(b) Consultation on submitted draft North West Plan Partial Review (including non technical sustainability appraisal report). The Clerk was pursuing other options for making a representation. **Action: The Clerk.**

4 Quality Council issues.

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

(ii) Training: general. The Clerk would circulate details of the Power to Promote Well Being. Training dates for 2010 would be circulated when they became available from the County Office. Cllr Paterson asked if a place might be available on a power of well being training session to be held on 27 January, 2010. Inquiries would be made by the Clerk. **Action: The Clerk.**

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

5 Parish car park.

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

(ii) Improvement scheme. (a) removal of overgrowth. 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. The Clerk informed there had been no progress with the suggestion the mass planting should be carried out by unpaid workers supervised by the probation service. The Vicar had kindly agreed the necessary facilities could be made available in St John's Church Room and this information had been passed on. Cllr D Hughes kindly agreed to liaise 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 advised to remove and repaint the goal posts with reseeding being carried out where necessary and depressions being filled where ponding is 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.

(b) Mole infestation. Cllr Paterson reported evidence of renewed activity.

(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 a fault. This would be reported to the contractor. **Action: The Clerk.** The CCTV protocol would be revisited in due course.

(b) Inspections. Cllr Paterson reported following an inspection. The Clerk reported the receipt of advice, by correspondence dated 7 December 2009 from Cheshire West and Chester Borough Council, that the previous position whereby the statutory annual inspection was organised and paid for by Chester City Council had been discontinued and that councils should make their own arrangements for 2009/10 although a one off grant of £60 would be available towards the cost. He informed that Upton by Chester and District Parish Council had quickly intimated through the Cheshire Association of Local Councils that it would be prepared to broker a package with a certified inspector known to that council and the Clerk had indicated that Guilden Sutton Parish Council would wish to participate. It was thought the cost of the inspection would be £40. The Clerk informed he had attempted to persuade Cheshire West and Chester Borough Council to continue the arrangement in 2010/11 in line with the agreed extension to the regime for paying lengthsman and open graveyard grants but regretted he had been unsuccessful.

(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.

(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. Cllr Paterson informed of low branches from trees adjoining the route. It was noted these would be the responsibility of the landowner. The Rights of Way Warden would be advised. **Action: The Clerk.**

(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. A Member informed this path was impassable due to the deposit of large quantities of loam. The Rights of Way Warden would be advised. **Action: The Clerk.**

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

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

(f) Greenway.

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

(ii) Correspondence per Mr Paul Gresty re construction of cycleway. 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 2009/10. Performance against of specification by the contractor would continue to be closely monitored.

(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.

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(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. In the absence of Cllr Kerfoot, there was nothing further to report at this stage.

7 Public transport.

(i) Revised services. Further to Cllr Moulton, local bus user contact, informing a complaint had been received from an occupier of Orchard Croft that 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 was noted the matter appeared to be resolving itself. PC Baker had been informed on an informal basis.

(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, this had been reported.

(iv) Timetable information. Cllr Moulton, local bus user contact, informed that timetable information was no longer being displayed at bus stops.

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.

The Clerk reminded Members the Area Highways Manager had kindly agreed to attend the February meeting at 7pm to offer a brief presentation on highway maintenance and to deal with Members' queries on issues included within the list.

Major schemes.

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

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.

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

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

Footpath 2, condition. Raised with Ian Lifford.

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

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

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

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

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

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

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

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

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

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

School Lane. Flooded gulleys/depressed covers in vicinity of Arrowcroft Road.

Wicker Lane. Surface water from S bend towards Wicker House.

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.

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Parking, Arrowcroft Road. Ongoing school issue.

(iii) Current issues

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

9 Finance:

(i) Income:

Co-operative Bank Interest	Bank statement awaited
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CWAC Graveyard grant	£ 200.00
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(ii) Payments:

Clerk:

Salary Oct – Dec 2009	£ 1,208.43
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Expenses:

Photocopies 406@5p	£ 20.30
Mileage 8@40p	<u>£ 3.20</u>
	£ 23.50

I Brown Christmas tree	£ 41.50
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P M Paterson Lights prize	£ 10.00
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Proposed by Cllr Fisher
seconded by Cllr J Hughes
and agreed.

(iii) Balances

Co-operative Bank

29 October 2009	£ 7,223.58
18 November 2009	£ 6,923.53

Scottish Widows no 1	
1 October 2009	£20,752.93
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Scottish Widows no 2	
1 October 2009	£ 2,610.49

(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. Cllr Fisher reported. Further to the proposed amendments discussed at the December meeting, these had been incorporated into a final draft prepared by Cllr Fisher. It was proposed by Cllr Fisher, seconded by Cllr J Hughes and agreed the application form and statement of policy should be accepted. It was noted this would be reviewed in due course if necessary.

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

(viii) Budget 2010/11. The Clerk submitted updated statements of income and expenditure to 31 December, 2009, an updated summary of budget variances and the expected position with each at 31 March 2010 and a forecast out turn based on anticipated expenditure and proposals included within the budget. These had been considered at the annual budget meeting between the Chairman, Vice Chairman and RFO together with restrictions on public expenditure due to take effect from 2001/12 onwards, although it was not known if these would affect parish and town councils and the impact of the freeze on the budget and precept agreed for 2009/10 and the need for a decision as to whether or not this would continue in 2010/11. Members had had the opportunity to consider the papers presented to the December meeting and to come forward with any discrepancies or omissions or proposals for expenditure in 2010/11.

The Chairman informed that for the purposes of discussion, it was proposed to maintain the overall budget for the third successive year at £18,764 within which alterations had been made to a number of heads to reflect the economic situation, actual spending and the possible need to increase the council's capacity to respond to developing engagement with the principal authority and to better reflect the actual situation. As had been widely publicised following the decision on the 2009/10 budget and precept, it was proposed to reinstate the income which had been deferred and to allow a modest 1% increase for inflation in 2010/11.

On that basis, the precept would increase to £15,778 from £13,104 with the increase allowing for the loss of double taxation grant of £1,863, the foregoing of the anticipated 5% inflation increase in 2009/10 and the proposed 1% inflation increase for 2010/11.

The proposed rationale was that the approach was in line with the reasoning put forward in 2009/10 with virtually 70% of the increase following the decision by the new council to withdraw double taxation grant.

The cost for an average band D property in the parish would be £2.04 per month (at present £1.70 per month) compared with the overall council tax for the same property in 2009/10 of £120.83 per month.

Members considered individual items and the proposed approach in detail including a discussion on how contingency items might be financed. It was proposed by Cllr D Hughes, seconded by Cllr Paterson and agreed unanimously that the council should approve a budget of £18,764 with a precept of £15,778.

The Chairman kindly thanked the Clerk for his work in preparing the papers.

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(ix) Risk assessment.

In connection with the financial decision recorded at (viii) above, Members formally considered risk issues associated with that decision and their procedures for risk assessment covering the whole of the Council's activities.

(ix) Transfer to Clerk's gratuity account.

The following transfers, representing 3.75% of annual salary, were proposed by Cllr D Hughes, seconded by Cllr Paterson and agreed.

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

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.** Cllr Paterson informed that a dog fouling bag had been placed in a normal litter bin and asked if it was thought a further bin should be sought. She further advised that dog fouling bags were being deposited on private land adjoining the greenway.

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

11 Trees and Hedges.

(i) Access to public footpath no 2 from Oaklands. It was noted that no further action was necessary to establish the ownership of the verges to this access as these had been cleared by contractors employed by Cheshire West and Chester Borough Council in the autumn.

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

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

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

(v) Land, Church Lane. Further to the Council being informed of overhanging branches to trees on private land which it was thought could be a potential hazard, these would be

inspected by the Tree Warden. The ownership of the land would also be clarified. **ACTION:**
Cllr Brown/The Clerk.

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

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

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(viii) 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.**

(ix) Hedge, off Belle Vue Lane. Cllrs Fisher and Paterson informed of a proposal by an adjoining occupier to remove and replace the existing hedge at the approach to Footpath 2. The Rights of Way Warden had been informed as the hedge adjoined a public footpath.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. The Clerk informed that details of the next meeting of the Chester Area Meeting, due to take place in January, would be advised in due course.

13 Cheshire West and Chester Council.

(i) Funding for local councils. The Clerk informed that further to his report to the December meeting, Cheshire West and Chester Borough Council had agreed the open churchyard and street and amenity grants would continue until 31 March 2011. The intention was that future service standards would be set between January and March 2010, 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.

(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. Further to the Clerk reporting the receipt, by correspondence dated 13 October, 2009, of a request from the Cemeteries and Crematorium Team Leader for the application for grant towards the maintenance costs incurred by the parochial church council to be resubmitted, to which Mr K Emerton had replied on behalf of the PCC, the Clerk informed that a reduced grant of £200 had been awarded.

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

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

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

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

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

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

(xi) Contributions to play areas in parished areas 2009/10. The Clerk reported the receipt of advice, by correspondence dated 7 December, 2009, that applications for funding for improvements to play areas in parished areas should be made by 25 January 2010 with the intention that projects should be implemented from March 2010.

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

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

15 CPRE. There were no action items to report.

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16 Health. There were no action items to report.

17 Policing.

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

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

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

(iv) Policing issues. A Member referred to a policing issue and was advised to inform PC Baker.

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. It was noted some planting within the garden had been trimmed.

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.

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

24 Land ownerships. Further consideration would be given to the suggestion by Cllr Paterson that it would be beneficial for the Council to compile a register of land ownerships which adjoined footways and public footpaths.

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

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

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

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

29 Member's information items.

Christmas lights competition. Cllr Paterson informed the winner of the 2009 competition had been judged to be Messrs Gresty, School Lane.

30 Information correspondence.

Strategic planning: North West Regional Strategy update.

National Association of Local Councils/Cheshire Association of Local Councils: LCR Winter 2009, ChALC December update.

Cheshire West and Chester Council. Partnership bulletin No. 11, Electoral Review update.

Police: Cheshire Police Authority information leaflet, Rural Police Inspector's updates, trading standards information, Grapevine, Christmas crime prevention, winter driving tips.

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Bee Base.

Christmas card per Mrs C M Russell MP

Matters considered in the absence of the press and public.

None.

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