

Guilden Sutton Parish Council

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

Chairman: Cllr D Hughes.

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

In attendance: Cllr S Parker (Cheshire West and Chester Borough Council), Mr and Mrs R Hibbert, B Lewin Esq, Rights of Way Warden.

1 Procedural matters.

(i) Apologies. Members: D Fisher. It was proposed by Cllr D Hughes, seconded by Cllr Paterson and agreed that the apologies of Cllr Fisher should be accepted for the reasons tendered.

Apologies were received from Cllr B J Bailey (Cheshire West and Chester Council), 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.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 1 February 2010. The minutes of the ordinary meeting of the Council held on Monday 1 February 2010 were proposed by Cllr W Moulton, seconded by Cllr A Davis and agreed as a correct record.

(iv) Dates of future meetings:

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

(v) Publication scheme: Training. There was nothing further to report at this stage.

(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. There was nothing further to report at this stage.

(viii) UK Youth Parliament. The Clerk informed that Mr D Palmer would be a candidate in the forthcoming election.

(ix) Buckingham Palace Garden Party. Following the nomination of Cllr D Hughes and Mrs R Hughes to attend a Buckingham Palace Garden Party to be held on Tuesday 22 June 2010, the outcome of the ballot at the County Office was awaited.

(x) Power of Well Being: training. The Chairman informed he was delighted to advise that the Vice Chairman, Cllr P M Paterson, had attended a training course on the Power of Well Being and had been awarded a certificate. The Chairman had great pleasure in presenting the certificate to the Vice Chairman who was congratulated by Members.

2 Public Speaking Time.

Prior to the commencement of the meeting, the Council had received a presentation from Messrs C Hulse and A White on the proposed inaugural Chester Marathon to be held on 31 May 2010. 09/10 123

This would commence at Chester Rugby Club at 9.30am, limited to 1,000 entries and would proceed to Hawarden Bridge, Deeside on a route utilising Hare Lane, Belle Vue Lane, School Lane, Station Lane and the Millennium Greenway for both the outward and return legs. It was noted that consultations had been carried out with Cheshire West and Chester Council and the Police as to traffic management issues which would involve the whole or partial closure of roads in Guilden Sutton for varying periods during the event. Information leaflets were to be distributed to households. A request was made to the organisers for a helpline number to be publicised to assist residents on the day. This had been agreed. Messrs Hulse and White had been thanked for their presentation and would provide the Clerk with advance information to be included in the forthcoming issue of the newsletter.

Cllr S Parker, Cheshire West and Chester Borough Council, informed of a number of borough council issues including the £200,000 fund to support improvements in rural areas across the borough, the forthcoming Gowy Community Forum to be held on 11 March, 2010 and action to be taken to deal with the large number of pot holes which had occurred as a result of the severe winter. Cllr Parker responded to questions from Members and was thanked by the Chairman for his attendance.

B Lewin Esq, Rights of Way Warden, reported on a meeting of the Parish Rights of Way Group held on 22 February 2010. This had dealt with issues including the state of public paths within the parish, including the dying Oak trees on the green lane, the ploughing of the footpath from Tile Barn towards the River Gowy, deposits of soil and manure on the golf course footpath, the possibility of increased activity on all paths with higher volumes of litter due to the opening of the extension to the Millennium Greenway to Mickle Trafford and the condition of the Belle Vue path adjacent to Belle Vue Cottage. The group had been informed of the considerable concern of local landowners at the use and abuse of the paths leading to the greenway. The group had joined up with the long established Friends of the Greenway at a meeting on Saturday 27 February 2010 and was in contact with footpath interests in Mickle Trafford to discuss areas of mutual interest. It was also hoped to deal with litter generally throughout the parish on a monthly basis. This was welcomed. It was agreed the Clerk would ascertain the insurance position relating to volunteers engaged on parish council activities. **Action: The Clerk.** The Rights of Way Warden responded to questions from Members and was thanked by the Chairman for his attendance.

Mr and Mrs R Hibbert. Mrs R Hibbert informed of the condition of the public footpath referred to above from Tile Farm, which she described as a quagmire and the practice of quad bikes in running around the perimeter of the field. It was noted the issue had been raised with the Rights of Way Warden.

Mr R Hibbert encourage the Council to enter the Best Kept Village Competition and referred to litter generally throughout the village and particularly the condition of the ditch by the former school playing field.

Mr and Mrs Hibbert were thanked by the Chairman for their attendance and assured their issues would be considered by the Council.

3 Planning:

(i) New applications.

10/10167/FUL first floor front extension at 7 Orchard Croft CH3 7SL for Mr Richard Baird. Cllr Paterson reported. It was noted that although the property had previously been extended, the proposal would not increase the footprint. It was agreed that no objection should be raised.

(ii) Decision notices.

The Clerk informed there were no decision notices to report.

(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) Consultation on draft North West Regional Strategy RS2010, part 1. Further to the Council being invited to share its views, which would be welcomed by the NWDA and 4NW, the following response had been 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."

(vi) Gypsy Traveller Overview Training Session 23 February 2010. Cllr Davis reported having attended the session and informed it was likely that sites would be approved within the Green Belt. It was noted that Gypsy and Traveller issues were due to be discussed at the next Chester Area Meeting of the Cheshire Association of Local Councils to be held at County Hall on Wednesday 14 April, 2010.

4 Quality Council issues.

(i) CiLCA qualification. The Clerk informed he was progressing the revisions arising from the pre assessment of his portfolio by the Cheshire Training Partnership. These would more closely take account of the expectations of the assessor. **Action: The Clerk.**

(ii) Training: (a) Power to Promote Well Being. The Clerk had circulated details of the Power to Promote Well Being. Further to the suggestion made at the previous meeting, the Clerk had been informed by the County Office that training could be provided for individual councils, or clusters of councils, up to a maximum of 20 participants, for which there would be a charge. (b) General. Members would indicate should they wish to attend any particular session during 2010 from the list previously circulated. **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. **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 had made 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. A response was awaited.

(iii) Rear boundary wall. The Clerk would approach the two contractors of which he had details to ascertain their interest in carrying out an inspection and detailing 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. It was understood the mass planting had been completed by Messrs Gresty.

6 Leisure Services

(i) Children's Playing Field:

(a) Grounds maintenance issues. Messrs Gresty had been requested to remove and repaint the goal posts with reseeding being carried out where necessary and depressions being filled where ponding was found. 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. In addition, there was evidence of broken glass at the rear of the basketball net. These issues would be raised with Messrs Gresty with the exception of the annual hedge trimming which had been discussed and was in hand. The attention of Messrs Gresty would also be drawn to the issue raised by Mr R Hibbert as to the condition of the ditch. **Action: The Clerk.**

(b) Mole infestation. Cllr Davis reported on progress so far. This was noted.

(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. There was nothing further to report at this stage.

(b) Inspections. Cllr Paterson reported following an inspection. It was noted the play area had been cleaned as requested. The Clerk informed that at this stage there was nothing further to report as to 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 had been sought to that provided by Messrs Gresty and actioned. See minute 11 (v) beneath. Messrs Gresty had been informed.

(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 had been advised.

(b) Footpath 2. (i) Clearance and sweeping. The Clerk had informed Cllr B J Bailey of footpath issues which had been raised with the borough council and reported he had carried out a site inspection with Cllr Bailey of all the routes previously visited with the Area Manager. The matter would be progressed by Cllr Bailey. **Action: Cllr Bailey.**

(c) Footpath 1. Further to a Member informing this path was impassable due to the deposit of large quantities of loam, the Clerk advised the Rights of Way Warden had been contacted.

(d) Rights of Way Group. The issues raised by the Rights of Way Warden during Public Speaking Time were noted.

(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, the Clerk referred to the actions which were now proposed by the Rights of Way Group and confirmed the warden was aware of the concerns.

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2010/11. The Clerk informed that Messrs Gresty had offered to continue the contract for a further year at the rates agreed for 2009/10. It was proposed by Cllr Paterson, seconded by Cllr Kerfoot and agreed that this should be confirmed. The Clerk reported the receipt of correspondence, by letter dated 18 February 2010, from Messrs Rich Brothers of Rowton seeking to quote for grounds maintenance work. The company had been informed the Council was in the process of letting their contract for 2010/11 but would invite them to provide estimates for consideration in the future.

(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. The suggestion the Parish Council might seek to engage with the School Council was being progressed by Cllr D Hughes.

(viii) Multi use games area. Cllr Kerfoot reported further on initial fundraising which 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. There was nothing further to that minuted above.

7 Public transport.

(i) Revised services. Cllr Moulton, Local Bus User Contact, informed the service now proceeded via Chester Railway Station.

(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 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.

(b) Village Speed Limits. The Clerk informed that Cllr S Parker had helpfully provided a Department for Transport note on village speed limits.

(ii) Issues with the highway authority.

A response was awaited from the Area Highways Manager to the following issues. It was noted that white lining was taking place within the parish for which the area highways manager would be thanked:

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.

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.

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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 had pursued a further lease of the equipment commencing 15 April 2010. Cllr Moulton kindly offered to compile a rota and to collect the equipment. It was noted that Mr J Dale had expressed a wish to become involved and this would be taken into account. The Clerk would make enquiries as to the insurance position. **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 and a response was awaited.

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

(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 and a response was awaited.

(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 and a response was awaited.

(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 and a response was awaited. 09/10 130

(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. A response was awaited.

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

(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 and a response was awaited.

(o) Parish boundary signs (i) Guilden Sutton Lane. The state of this sign had been raised with the Area Highways Manager and a response was awaited. (ii) Station Lane: The highway authority had been informed the sign had slipped down the pole.

(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. A response was awaited.

(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 and a response was awaited.

(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. A response was awaited

(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 and a response was awaited.

(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. There was nothing further to report at this stage.

(x) Subsidence, Guilden Sutton Lane. There was nothing further to report at this stage.

(iii) Lighting. Faults to lights at the rear of the village hall and at the entrance to Fox Cover were being reported. **Action: The Clerk.**

9 Finance:

(i) Income:

Co-operative Bank

Interest
5 January 2010 £ 0.74

(ii) Payments:

Messrs Gresty
Contract work
October 2009 £ 402.75
Lengthsman
Nov 09 – Feb 10 £ 427.50
£ 830.25

ChALC
Training £ 30.00

Clerk:

CiLCA training
2005 – 2008
Eight sessions
28 hrs @ £9.827 £ 275.16

Postage £ NIL
Photocopies
276@5p £ 13.80
Mileage
8@40p £ 3.20
£ 17.00

Proposed by Cllr Brown,
seconded by Cllr J Hughes
and agreed.

(iii) Balances

Co-operative Bank
27 January 2010 £ 5,453.22

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 was being 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 had been given by Cllr D Hughes and the Clerk to a number of individual elements within the insurance. No great discrepancies had been revealed. The same had applied to possible alternative providers, including the Council's bankers which had made an approach and brokers acting for Norwich Union. These would now be approached to enable the market to be tested. **Action: The Clerk.**

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

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

(viii) Budget 2010/11. There was nothing further to report at this stage.

(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	<u>£ 181.26</u>
	£ 360.83

(x) Internal Audit: JDH Business Services. The Clerk reported the receipt of correspondence from JDH Business Services Ltd introducing their audit services. The Clerk informed he had previous satisfactory experience of the company, which provided audit services to over 140 local councils, as clerk to other parishes. **Action: noted.**

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 B J Bailey had asked to be informed of any concerns arising under the new contract.

(ii) Amenity cleansing. The comments raised by Mr R Hibbert were noted as were those of the Rights of Way Warden who had informed that Belle Vue Lane had been cleared. The Clerk confirmed the action had been taken by Cheshire West and Chester Council following his meeting with the Area Manager in 2009. The Clerk emphasised that action would only be taken by the local authority to remove litter from flat verges adjoining the highway. Cllr J Hughes referred to refuse dumping on Wicker Lane. It was agreed that Members would advise the Clerk of locations at which they believed action was necessary. **Action: All Members.** The Clerk would also secure prices for litter pickers. **Action: The Clerk.**

(iii) Dog fouling. (a) The dell. The Clerk understood that Cheshire West and Chester Borough Council was to employ a specialised outside contractor to provide a dog warden service who would respond to issues raised by public realm officers and would attempt to elicit further information. The suggestion by Cllr Paterson that a further bin should be sought would be revisited.

(iv) Sewers. Cllr Paterson referred to circumstances in which sewers within the village could become blocked and it was agreed a note should be included in the newsletter. Action: The Clerk.

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. The same applied to 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. A response was awaited.

(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/hedge play area. The Clerk informed that two separate estimates had now been obtained both for the removal of the lower limb and deadwood from the protected Sycamore in the Memorial Garden and for reducing the height of both sides of the boundary hedge to the play area. In order to progress the matter, given the approach of the nesting season, he had canvassed Members on the basis of the Council meeting the full cost of the hedge work to which it had been suggested a 50% contribution might have been sought from the school. This would normally be approved by the Chairman and Vice Chairman but in the circumstances, the Clerk believed both may have had an interest by virtue of being a school governor and the spouse of a governor respectively. On the basis of the estimates received, if the same contractor were to be awarded both contracts, the cost would be £420 compared with £385 if the work was to be split and shared between two contractors. The Clerk had pointed out the difference would be within the normally accepted 10% variation and the contractor had indicated he would be able to carry out the work as a matter of urgency. The Clerk informed that a majority of Members had supported the proposal that one contractor should be employed and that no contrary views had been expressed. The contractor had been appointed and the Chairman and Vice Chairman had been informed. It was proposed by Cllr W Moulton, seconded by Cllr J Hughes and agreed that the action proposed by the Clerk should be approved.

(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. A response was awaited.

(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. Further to Cllr Fisher informing of the proposal by an adjoining occupier to remove a length of edge adjoining footpath 2 and to plant a replacement of native species, Cllr D Hughes reported.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. The Clerk informed the next Chester Area Meeting would take place on Wednesday 14 April 2010 and would include a presentation on Gypsy and Traveller issues.

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. The Clerk had requested the Council should be consulted.

(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 Villages ward to which the Clerk had responded welcoming the proposals.

(iii) 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.

(iv) 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.

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

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

14 Cheshire Community Action. Further to the comments by Mr R Hibbert at Public Speaking Time it was agreed the Clerk should obtain a copy of the entry forms for the Cheshire Community Pride Competition for information.

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 Western Division Have Your Say meetings would take place as follows: Monday 28 June 2010, Wyvern House, The Drummer, Winsford, Thursday 15 July 2010, Civic Hall, Civic Way, Ellesmere Port, Tuesday 11 January 2011, Memorial Hall, Chester Way, Northwich, Thursday 20 January 2011, St Mary's Centre, Off Castle Street, Chester.

(ii) Crime issues. Further to a Member informing of a crime issue within the parish, PC Baker had confirmed he was aware. A Member referred to an increase in the visibility of policing within the parish. This was welcomed. It was agreed that PC Baker should be invited to the annual parish meeting. **Action: The Clerk.**

(ii) Community Safety Wardens. The Clerk understood a relaunch of the service was proposed by Cheshire West and Chester Borough Council in April 2010.

18 Newsletter. A further issue was being prepared to include the budget decisions.

19 Memorial Garden. See minute 11 (v) 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 5 (v) above. (ii) Snowdrops. The Chairman proposed that snowdrops should be purchased in the green for planting this Spring. This was agreed. Estimates would be sought by the Clerk who would seek the approval of the Chairman and Vice Chairman. **Action: The Clerk.**

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

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

22 Primary School. Cllr D Hughes reported.

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.

26 Community events: (i) Village Fête 2010. Cllr Paterson informed it was hoped the Parish Council would run the book stall. This was agreed. It was noted the event would take place on 10 July 2010 from 1.30pm to 4.30pm.

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 Network Rail communications mast. Cllr Moulton informed there was nothing further to report at this stage.

30 Guilden Sutton Methodist Church. Cllr Fisher had circulated correspondence, by e-mail, from Mrs S Davies with respect to the probable closure of Guilden Sutton Methodist Church in the relatively near future due to a declining congregation. This was noted with regret. Further correspondence had passed between the Minister, the Rev P Taylor and the Chairman of the Council. The Church had reluctantly voted by an overwhelming majority to close at a meeting held on 8 February 2010. Possible alternative uses would be considered as part of the wider procedure to be followed. Cllr Paterson asked about the possibility of the church building being listed and inquiries would be made by the Clerk of the conservation officer. **Action: The Clerk.** Cllr S Parker emphasised the rural grants scheme, which had a ceiling of £20,000, aimed to provide community facilities in villages. It was further noted the Clerk had invited the Methodist Church and the Rector to attend this meeting of the Council should they wish to enable the issue to be discussed informally. The Council accepted the decision was one for the Church and the matter would be kept under review.

31 Energy Saving Trust. The Clerk reported the receipt of correspondence inviting the Council to join in the Green Communities group which gave support and advice to community groups which wanted to tackle climate change by running their own projects. It was agreed that no action should be taken.

32 Member's information items.

Guilden Sutton Pre School. Cllr Kerfoot informed that a barbecue to celebrate the 25th anniversary of the Guilden Sutton Pre-school would take place on 3 July 2010 in support of the village Three Peaks Challenge team.

Neighbouring planning application. The Chairman informed of a planning application for a touring caravan park with provision for tent pitches on land at Rose Manor Farm, Warrington Road, Mickle Trafford. The Clerk advised the Council had not been consulted. It was agreed that no further action should be taken.

31 Information correspondence.

ChALC: February update, Power to Promote Well Being training.

Cheshire Community Action: Open Day 3 March 2010.

Cheshire Landscape Trust: hedge laying training.

Cheshire West and Chester:

Core strategy issues and options consultation update.

External funding event Wednesday 24 March 2010.

Gowy and Eddisbury Community Forum.

Gypsy and Traveller open day 25 February 2010.

Gypsy and Traveller overview session 23 February 2010, also 18 May and 13 July 2010.

Partnership bulletin no 13.

Friends of the Millennium Greenway maintenance day.

Policing: Chester Have Your Say meeting, Homewatch updates, Rural inspector's communications updates, Grapevine.

RoSPA: play area inspections

University of Chester Diversity Festival 20 February 2010 - 7 March 2010

Matters considered in the absence of the press and public.

Exclusion of the public and press for the remaining part of the meeting pursuant to Section 100 (A) 4 of the Local Government Act 1972 on the grounds that discussions may involve the likely disclosure of exempt information as defined in the provisions of Part 1 of Schedule 12A to the Local Government Act 1972 and the public interest would not be served in publishing the information.

NIL.