

# Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 6 December 2010 in Guilden Sutton Village Hall.

Chairman: Cllr P M Paterson.

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

In attendance: Cheshire West and Chester Councillors B J Bailey, S Parker.

1 Procedural matters.

(i) Apologies. An apology was received and accepted from Cllr M Kerfoot.

An apology was received from PC R Boulton.

(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 November 2010. The minutes of the ordinary meeting of the Council held on Monday 1 November 2010 where proposed by Cllr A Davis, seconded by Cllr D Hughes and agreed as a correct record subject to minute 29 indicating that Cllr P M Paterson would be present at the Remembrance Day service but would decline the invitation to read a lesson.

(iv) Dates of future meetings:

Monday 10 January, 7 February, 7 March, 4 April, 9 May, 6 June, 18 July, 5 September, 3 October, 7 November, 5 December, 2011.

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

(vi) Sustainable Communities Act. The Clerk reported the receipt, by correspondence dated 4 November 2010 and 19 November, 2010, of an update from the Local Works lobbying group referring to a decision by the Government to set a timetable for progressing and reaching decisions on the shortlist of 200 proposals put forward to reverse community decline and promote local sustainability under this legislation. This was said to be welcome as the legislation was now open to town and parish councils which may choose to use the Act in the future.

(vii) UK Youth Parliament. The Clerk reported that Mr Daniel Palmer had participated in a Youth Parliament debate on a student tuition fees which had been televised from the House of Commons.

(viii) Appointment of a community governor to Guilden Sutton CE (Controlled) Primary School. The Chairman reported she had been informed the term of office of Cllr D Hughes as a community governor was due to expire imminently. A decision was required urgently and she had indicated the Council would be minded to renominate Cllr D Hughes to ensure continuity. This was agreed. It was proposed by Cllr Fisher, seconded by Cllr J Hughes and agreed unanimously that Cllr D Hughes should be formally nominated as a community governor to Guilden Sutton CE (Controlled) Primary School.

2 Community engagement.

(i) Public speaking time.

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Cllr B J Bailey referred to a fly tipping issue. This would be mentioned in the newsletter. **Action: The Clerk.**

Cllr S Parker referred to the availability of grit bags for parish councils to purchase, the anticipated outcome of the boundary review including proposals for a Chester Villages ward, community forums and improved links with the Area Partnership Boards and changes to policies for housing development in villages.

(ii) Report of surgery held on Saturday 4 December 2010. This had been attended by the Chairman and Cllr D Hughes. A request had been made by Mrs Earlam for a reduced speed limit on Wicker Lane and the installation of a permanent speed indicator device. It was agreed the Clerk should raise the issues with the Area Highways Manager. **Action: The Clerk.**

Mrs Batterham had inquired as to the ownership of a hedge adjoining her property which she wished it to cut. It was agreed enquiries would be made by the Clerk in an endeavour to assist Mrs Batterham. **Action: The Clerk.**

Estimates were being sought by the Clerk for a display board to advertise each surgery in advance and for badges to signify Members' status to constituents.

### 3 Planning.

(i) New applications.

The Clerk informed that no new applications had been received.

(ii) Decision notices.

The Clerk informed there were none to report.

(iii) Parish Plan.

(a) Progress report. The Chairman informed the first draft of the parish plan had been completed. This was welcomed.

(b) Christleton Community Plan. The Chairman informed she had been in touch with the Chairman of the Christleton Community Plan group in relation to common interests.

(iv) Village Design Statement. There was nothing further to report at this stage.

(v) Strategic Planning.

(a) Cheshire West and Chester Council, open space audit and assessment of need. See 6 (x) beneath.

(b) Gypsy and Traveller issues. The Clerk informed he had met the principal planning officer to discuss general issues. He intended to meet the Cheshire Partnership Gypsy and Traveller Liaison Officer in due course.

(vi) Development control process. Cllr D Hughes revisited the availability of the guidance which had been obtained from the local planning authority and subsequently circulated by the Clerk. The Clerk said he was more than happy to check the extent of the circulation and to reissue the guidance if necessary. **Action: The Clerk.**

### 4 Quality Council issues.

(i) Training: (a) Power to Promote Well Being. At an appropriate stage, the Council would revisit the possibility of training being requested from the County Office. (b) General. Members would indicate to the Clerk should they wish to attend sessions listed in the schedule of training dates for 2011 which had been circulated. **Action: All Members.**

(ii) Moving Towards Quality Parish Council Status. (a) Conduct of Council business. The NALC model standing orders would be considered by the Quality Council group which now consisted of the Chairman, Vice Chairman, Cllr Brown and the Clerk.

(b) Work programme. Following the initial meeting which had taken place on 21 July 2010 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, a further meeting was to be arranged by the Clerk. **Action: The Clerk.**

#### 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. It was not known at this stage whether the proposed spraying of weeds, referred to at the previous meeting, had taken place.

(ii) Improvement scheme. (a) Boundary treatment. There was nothing further to report at this stage.

(iii) Rear boundary wall. There was nothing further to report at this stage.

(iv) Replacement signboard. This was being progressed with the signwriter. The signwriter had requested the Council should arrange for two new mounting posts. It was agreed an estimate should be sought by the Clerk. **Action: The Clerk.**

(v) Bulb planting. There was nothing further to report at this stage.

(vi) Discretionary rate relief. Further to the receipt of a substantial refund dating back to 1 April 2007 with the assistance of officers of the borough council's Non Domestic Rates section, the Clerk confirmed that officers had been thanked for the extremely helpful approach with which the matter had been dealt with. He had also drawn the Council's appreciation to the notice of the appropriate director.

#### 6 Leisure Services

(i) Children's Playing Field:

(a) Grounds maintenance issues. The continued absence of a bag in the litter bin was being raised by Cllr D Hughes with the contractor. **Action: Cllr D Hughes.** The Chairman reported as to her most recent inspection.

Further to the suggestion the bin was being used by passing dog walkers for the deposit of canine faeces, the Clerk informed that Cheshire West and Chester Council had installed a bin in the opposite verge on a trial basis. The bin had been positioned close to the post box and the immediately adjoining occupier, Mr J Dale, had contacted the Council regarding the proximity of the bin to his property. The Clerk had suggested the location should be reconsidered if a decision was taken to retain the bin on a permanent basis. He had informed officers of the issue. **Action: Noted.**

(b) Mole infestation. Cllr Davis informed there was nothing further to report at this stage.

(c) State of nets. Repairs had been deferred to early Spring 2011. **Action: Cllr D Hughes.**

(d) Basket ball equipment. Further to the report by the Chairman, the Council revisited the condition of the mesh panels. It was not believed that at present the failure of a number of small welds in the mesh justified repair or replacement. **Action: Noted.**

(e) The Queen's Diamond Jubilee 2012. Further to her attendance at the workshop held at the Barbour Institute, Tattenhall, minuted beneath, the Chairman informed its was likely the Jubilee celebrations would include the creation of new playing fields to be held in trust under the King George V model.

(ii) Children's Play Area.

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

(b) Inspections. (i) Annual statutory inspection. The Clerk had approached Upton by Chester and District Parish Council as to possible arrangements for annual inspections in 2010/11. A response was awaited. 10/11 108

He had also contacted the inspector who had carried out the statutory inspection in 2009 and had been informed it was proposed to offer a block inspection for 2010 on the same basis. Referring to the workshop she had attended at the Barbour Institute, minuted beneath, the Chairman informed her understanding a free inspection could be obtained through the Cheshire County Playing Fields Association. (b) Rota. The Chairman emphasised the importance of inspections being carried out and report forms being completed. The Clerk would prepare a new rota for 2011 for the period up to the end of May to take account of the election. The Chairman would recirculate the report form. **Action: The Clerk/The Chairman.**

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

(d) Grounds maintenance issues. It was noted nettles remained in the borders. This would be raised with the grounds maintenance contractor. **Action: The Clerk.**

(e) Replacement of safety surfacing. The likelihood of grants being available was being pursued by the Clerk who had submitted a formal application for assistance in identifying possible grants.

(f) Developing and managing play areas workshop, 25 November, 2010, Barbour Institute, Tattenhall. The Chairman informed she had attended this workshop. It had been pointed out there was a requirement for play provision to include all age groups, including elderly people. It was noted the parish was deficient in this aspect.

(g) Risk assessment. Following helpful comments by Cllr Fisher, the Council revisited its risk assessment of aspects of the play area including use by unaccompanied children and gritting during periods of ice and snow. It was noted there may be occasions when it would be appropriate to close the play area on health and safety grounds. The Council agreed the Clerk should seek an estimate for the purchase of a suitable lock and chain to enable the closure of the play area together with a suitable sign indicating the play area had been closed on health and safety grounds and should not be entered. **Action: The Clerk.**

(iii) Public Footpaths.

(a) Footpath 7. Further to Cllr Paterson informing of low branches from trees overhanging the route, which it was noted would be the responsibility of the landowner, there was nothing further to report at this stage as to the comments by the Public Rights of Way Warden relating to an inspection by the Tree Officer, with particular reference to concerns that branches could fall on the right of way. Mr Lewin believed the trees were dying back and declining rapidly. He felt a professional opinion should be sought from DEFRA at a cost of £95 from Footpath Group funds. It was noted that Cllr B J Bailey had suggested he might revisit the issue of tree preservation orders.

(b) Footpath 2: Clearance and sweeping. Further to the Clerk informing he had met the Streetscene Area Manager to inspect progress towards improving the condition of this path together with the dingle steps, the current condition of the steps was being further reported. **Action: The Clerk.**

(c) Footpath 1. The comments of the Public Rights of Way Warden as to the condition of part of this route in the vicinity of Belle Vue Cottage and that of the adjoining stile had been referred to the Public Rights of Way Unit.

(d) Rights of Way Group. (i) Bank account. There was nothing further to report at this stage as to the comments of the Public Rights of Way Warden relating to the bank account held by the group which it had been agreed should be returned to the Council which would decide the future of the funds. This would be progressed by the Warden and the Clerk. **Action: The Clerk.** (ii) Disposal of equipment. Further to the comments of the Public Rights of Way Warden as to the disposal of a heavy duty strimmer held by the group, the Clerk would, in the first instance, offer the equipment to Messrs Gresty. **Action: The Clerk.**

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

(f) Greenway. (i) The Clerk informed he understood that leaflets were available providing information on the cycle network in the city, including the extension of the Greenway to Guilden Sutton and Mickle Trafford and would make further inquiries. **Action: The Clerk.** (ii) Cyclists/Pedestrians. There was nothing further to report at this stage as to additional signage to inform both cyclists and pedestrians emerging from the Garners Lane access and traffic on Guilden Sutton Lane.

(iii) Surface, Garners Lane. Further to the comments made by the Public Rights of Way Warden as to the unsatisfactory condition of areas of the existing surfacing of Garners Lane, the issue had been referred to the Public Rights Way Unit. (iv) Garners Lane, ownership. The Clerk confirmed he had contacted the Public Rights of Way Unit to ascertain the ownership of Garners Lane. A response was awaited.

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2010/11. The Council noted that a further family bereavement together with uncertainty as to the future of the lengthsman service had impacted upon the performance of the contract. The Clerk was making arrangements to meet the contractor in due course. **Action: The Clerk.**

(v) Public Seats. There was nothing further to report at this stage as to any action taken by Messrs Gresty to repair the damage to the seat in Wicker Lane and to repaint that seat and the seat in Guilden Sutton Lane. The contractor had been notified his estimate of £96 for work to both seats had been accepted.

(vi) Fox Cover. (i) Landscaping. The Clerk informed a response was awaited to his approach to Cheshire West and Chester Council as to the verge being included in a schedule. (ii) Replacement 'no ball games' sign. This was being progressed with the signwriter. **Action: The Clerk**

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

(viii) Multi use games area. There was nothing further to report at this stage in the absence of Cllr Kerfoot .

(ix) Cheshire West and Chester Council open space assessment and audit. Further inquiries had been made by the Clerk of the parish liaison officer as to the outcome of this assessment. The Clerk had been informed it was now hoped a draft report would be available early in the New Year. **Action: Noted.**

(x) Community Garden. the Chairman informed of the discussion between herself and Mr Palmer had taken place. An article was to appear in the Marigold.

#### 7 Public transport.

(i) C27. There was nothing further to report at this stage as to the possibility of a 0904 service on Saturdays and during school holidays.

(ii) Moorcroft Crescent inbound bus stand. There was nothing further to report at this stage.

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

(iv) Service DB8. There was nothing further to report at this stage.

#### 8 Highways.

(i) Major schemes.

There was nothing further to report at this stage.

(ii) Issues with the highway authority.

The Chairman suggested the outstanding issues might be referred to Cllr Parker to progress. The Clerk suggested that in the first instance he would raise the matter with the Area Highways Manager and contact Cllr Parker should this be necessary.

#### **Belle Vue Lane**

Haunching/pot holes. *Area Highways Manager will arrange for inspection of Belle Vue Lane which will attend to all Category 1 defects.*

## **Church Lane.**

Condition of cycle route Church Lane - Cinder Lane. *Raised with Streetscene Area Manager.* Request for barrier to prevent reported use by motorcycles. *Update requested from Streetscene Area Manager.*

Flooding in carriageway at foot of Fox Cover steps. *Area Highways Manager to arrange for inspection in wet weather.*

## **Cinder Lane**

Overgrown hedges, Cinder Lane/condition of footway. *Update requested from Streetscene Area Manager.*

## **Guilden Sutton Lane**

Steps, Heath Bank to Guilden Sutton Lane. Untidy condition reported. *Area Highways Manager to arrange for inspection*

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. *Initial measure proposed to strengthen the existing white markings in the gap in the central reservation to deter double parking. Cllr Bailey.*

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

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. *Not sure what can be done in the short term. Area Highways Manager to comment further.*

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. *Area Highways Manager to arrange for inspection in wet weather.*

Obstruction of footway by nettles etc at one location, brambles at the approach to the diversion from the village. Ongoing. *Some works carried out - Parish Council to confirm.*

Guilden Sutton Lane, trip hazard at the site of a fall adjoining fence (Gresty's field). No defect revealed, local Member not satisfied. Joint site meeting required, *Parish Council to arrange with K.Collins.*

Signing and lining: Guilden Sutton Lane at playing field, extend red patch "SLOW" marking to both carriageways and restore disturbed surface. *Area Highways Manager will arrange inspection.*

Bus stand opposite houses between Moorcroft Crescent and Wilding Business Estate. Growth obscuring view of approaching traffic for alighting passengers. *Area Highways Manager will arrange inspection.*

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. *Monitor.*

## **Oaklands**

Shops area -

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. *Proposal involving provision of fencing under consideration. Recently installed.*

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

Elsewhere -

Footpath 2, condition. Raised with Streetscene Area Manager. *Update requested from Streetscene Area Manager.*

School access to rear of Orchard Croft. Raised with Streetscene Area Manager. *Update requested from Streetscene Area Manager.*

Carriageway defects on Oaklands approaching junction with School Lane at Wood Farm. *Area Highways Manager to arrange for inspection.*

Carriageway defect in vicinity of the dell (site of previous collapse). *Area Highways Manager to arrange for inspection.*

### **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. *Area Highways Manager to inspect and comment upon completion of inspection.*

Flooded gulleys/depressed covers in vicinity of Arrowcroft Road. *Area Highways Manager to arrange for inspection. Remedial work recently completed.*

Condition of School Lane nameplate at the war memorial. *Area Highways Manager to arrange for inspection. Parish Council to pursue.*

### **Station Lane.**

Renewal of SLOW sign when leaving the village. *Area Highways Manager to arrange for inspection.*

Speed review. *In hand.*

### **Wicker Lane**

Visibility issue Wicker Lane/Church Lane. Overgrowth on corner, previously cut back by highway authority. *Area Highways Manager to arrange for inspection. Recent cut.*

### **General**

Planters. Possibility of planters being provided on highway land at a central location in the village. *Policy? Detailed locations to be provided by Parish Council.*

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. *Will provide further comment in due course.*

(iii) Current issues

(a) Speed issues. Cllr Moulton informed that at extremely short notice he attended a meeting in Mickle Trafford Police Station to discuss the proposals set out by Insp Hodgson for speed campaigns and initiatives in and around local communities in the rural area. Cllr Moulton reported that Cheshire West and Chester Council had no policy in place for speed or Community Speedwatch issues and that the speed limit review was to be discontinued by the Council. The speed indicator devices were now controlled by Mr John Ellis in the council's road safety unit and the radar equipment by an officer at Blacon Police Station. Cllr Moulton informed that Cllr G Butt, Christleton Parish Council, had suggested that parishes might co-operate in the maintenance of the radar equipment to enable its future use. A further meeting would take place on 15 February 2011.

The Clerk indicated he knew Cllr Butt well and it was agreed he should contact Cllr Butt with the respect to the maintenance of the radar equipment. **Action: The Clerk.** The Council expressed its concern at the apparent lack of any Cheshire West and Chester Council policy for the use of the speed indicator device and radar equipment together with the discontinuance of the speed limit review process and referred the matters to Cllr B J Bailey. **Action: Cllr B J Bailey.**

- (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 whose response was minuted above.
- (c) Speed review, Guilden Sutton Lane. The Clerk informed he had made a renewed approach to the highway authority as to the status of the intended 30mph limit.
- (d) Speed review, Wicker Lane/Hare Lane. The issue had been raised with the Area Highways Manager whose response was minuted above.
- (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. See minute 17 (iii).
- (g) Flags, Summerfield Road. There was nothing further to report at this stage.
- (h) Disabled access to shops. It was noted there was now no further action required to deal with the issues identified at the meeting between the Clerk and the Access Officer on 19 December 2007.
- (i) Over riding, Summerfield Road. 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 had led to vehicles over riding the footway to reach the Village Hall car park, it was noted that 3 no cycle racks had now been installed for create a barrier.
- (j) Junction A41/Guilden Sutton Lane. It was noted this was being dealt with by Cllr Bailey.
- (k) Road signs. Members would advise the Clerk if they became aware of any road signs in and around the village which were obscured by vegetation. Further to the concern expressed by Cllr D Hughes as to the condition of a School Lane nameplate at the war memorial and to the highway authority advising that it might be preferable for the parish council to secure the repainting of the existing cast nameplate, rather than its replacement by a pressed nameplate, as this would be more in keeping, an estimate had been sought by the Clerk from the signwriter.
- (l) Migration of gravel. There was nothing further to report at present.
- (m) 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 whose response was minuted above.
- (n) Path, Cinder Lane to Church Lane. (i) Condition. The condition of this path had been raised with the Area Highways Manager whose response was minuted above. (ii) Use by motor cycles. The complaint to the Public Rights of Way Warden as to the use of this path by motorcyclists had been raised with the Area Highways Manager whose response was minuted above.
- (o) Footway, Guilden Sutton lane, obstruction by nettles, brambles and an overgrown hedge respectively. The issue had been raised with the Area Highways Manager whose response was minuted above.
- (p) Parish boundary signs (i) Guilden Sutton Lane. The state of this sign had been raised with the Area Highways Manager whose response was minuted above. (ii) Station Lane: It was not known what action had been taken by the highway authority to rectify this sign which had slipped down the pole.
- (q) Flooding, Church Lane. There was nothing further to report at this stage.

(r) Verges, Guilden Sutton Lane. Further to Cllr Fisher revisiting the concerns that verges on the truncated length of Guilden Sutton Lane were being damaged by HGVs, the Clerk reported the receipt of copy correspondence, dated 1 December, 2010, from Mr P Hodkinson, Garden Cottage, Guilden Sutton Lane to the Area Highways Manager referring to a significant increase in the number of vehicles parking to enter the depot from Guilden Sutton Lane and damage to verges. It was proposed by the Chairman and agreed that Mr Hodkinson's concerns should be supported.

**Action: The Clerk.**

(s) Speed limit, Station Lane. The Clerk reported that public notice had been given of the proposal to make a traffic regulation order introducing a 30mph speed limit on Station Lane. The date for any objections was 10 December 2010. The Clerk informed he had submitted a letter of support.

(t) Flooding, Wicker Lane. There was nothing further to report at this stage following the completion of the remedial works.

(u) Planters. Further to that minuted above, the highways authority was being informed the preferred locations were thought to be at the Guilden Sutton boundary signs at Guilden Sutton Lane and Wicker Lane and in the grass verge opposite the properties on Station Lane. Confirmation was awaited that suitably inscribed self watering planters would be provided by Cheshire West and Chester Council.

(v) Steps, Heath Bank to Guilden Sutton Lane. The condition of these steps had been reported to the Area Highways Manager whose response was minuted above.

(w) Subsidence, reinstatement Guilden Sutton Lane. The condition of the reinstatement on this heavily trafficked section of the road was being monitored by the highway authority. The further concerns raised at the November surgery together with those raised directly with the highways inspector by Mr Tony Kirk would again be reported following an inspection by the Clerk. **Action: The Clerk.**

(x) Church Lane/Wicker Lane. There was nothing further to report this stage as to the further complaint from Mrs Y Kirk that although the growth at the junction of Church Lane and Wicker Lane, which obscured the Church Lane sign, had initially been dealt with, regrowth had occurred and the area should be cut back as regularly as other verges in the village. This had been referred to the highway authority. It was noted a recent cut had taken place and the verge was now occupied by an advertising board.

(y) School Lane. In the absence of Cllr Kerfoot, there was nothing further to report at this stage as to the work in progress to improve the boundary treatment at a property adjoining the narrower length of footway on Porters Hill.

(z) Proposed waiting restrictions, lay bys, A41. Cllr A Davis informed the proposal by the highway authority to introduce a two hour waiting restriction in the lay bys either side of the A41 close to the parish boundary to deter long term and overnight parking by school buses and heavy goods vehicles had now been implemented.

(za) Traffic management. Further to Cllr Moulton informing of the opportunity to inform the Police of locations at which a survey of the volume, type and speed of traffic would be of benefit, there was nothing further to report at this stage as to the suggestion by Cllr J Hughes that such a survey should be carried out on Wicker Lane.

(zb) Winter maintenance. Further to the Clerk informing that large sacks of salt/grit were available from the highway depot at a cost of £30 plus delivery to those parishes which had appropriate storage facilities and would be able to make use of the salt/grit for snow clearance, the provision was being pursued by Cllr D Hughes and the Clerk. It was noted that Cllr S Parker had confirmed that bags were available for purchase. **Action: Cllr D Hughes/The Clerk.**

(zc) White lining. A request was made by Cllr D Hughes for a white line at the junction of Hill Top Road and Arrowcroft Road, Arrowcroft Road being a school access. It was agreed this should be referred to the highway authority. **Action: The Clerk.**

(zd) Village Hall car park. Cllr D Hughes informed that following the reporting of two blocked gullies at the entrance to the hall car park, the matter had been dealt with the next day. Cllr Hughes said he be pleased to hear if Members were aware of any misuse of the gullies as a black sludge had been found therein.

(ze) Fingerpost signs. The Clerk informed he had been approached by the Bird in Hand for approval to refurbish the fingerpost sign at the junction of Wicker Lane and Church Lane at no cost to the Council. He had suggested the Council might be minded to agree subject to a method statement and risk assessment due to the location of the fingerpost and to adequate public liability insurance being in place. This was agreed. The Clerk informed he had also suggested the contractor might wish to estimate separately to the Parish Council for similar work to the fingerpost in the memorial garden.

(iv) Lighting. A defective light opposite of the play area had been reported. Day burners in Hill Top Road and at other locations on the Oaklands estate would be reported. **Action: The Clerk.** The Clerk informed he continued to report a defective light at the junction of Oaklands and Orchard Croft.

9 Finance:

(i) Income:

Co-operative Bank  
Interest

5 October 2010                    £    1.86

5 November 2010                £    1.68

(ii) Payments:

RBL  
Poppy Appeal                    £  18.00

Devaprint  
Newsletter 140                 £  40.00

Mrs P Blythe  
Playing field rent  
October - December 2010    £  160.00  
January - March 2011        £ 160.00  
£  320.00

Clerk

Postage                            £  21.65 (newsletter)

Photocopies  
443@5p                         £  22.15  
Mileage  
16 @ 40p                      £    6.40  
£  28.55

Mrs J Allman  
Christmas tree                 £  41.98

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

(iii) Balances

Co-operative Bank  
1 October 2010                £13,265.66  
1 November 2010             £12,595.51  
1 December 2010             £12,097.19

Scottish Widows no 1  
1 October 2010 £20,210.84

Scottish Widows no 2  
1 October 2010 £ 3,159.42

(iv) Report on contingency payments.

Budget: £ 455.00  
Payments: £ 0.00

(v) Insurance: Advice re gritting. The Clerk reported the receipt of advice from the Council's insurers as to what to do in the event of snow or ice. **Action: Noted.**

(vi) Budget 2011/12. The Clerk submitted statements of income and expenditure for 2009/10, for the current period to 30 November, 2010, a summary of budget variances and the expected position with each at 31 March 2011 and a forecast out turn based on anticipated expenditure and proposals included within the budget. This would be further refined for the annual budget meeting between the Chairman, Vice Chairman and RFO prior to the January meeting at which the budget and precept would be set. The Clerk further informed of restrictions on public expenditure, due to take effect from 2001/12 onwards and to a council tax freeze for principal authorities. These did not apply to town and parish councils although the Clerk believed first tier authorities would be expected to take note. He reminded Members the payment of the grant towards the lengthsman service of £650 would be lost from 1 April, 2011. Members were asked to consider the papers and to come forward with any discrepancies or omissions or proposals for expenditure in 2010/11 as soon as possible. **Action: All Members.** Cllr D Hughes expressed his appreciation of the comprehensive information provided.

10 Environment Services:

(i) Recycling issues. (a) Chester waste collection and recycling contract. Members were reminded that Cllr Bailey had asked to be informed of any concerns arising under the new contract. The Chairman informed of contact with Cllr Bailey with respect to collections on blue bin days when all blue bins were moved to the edge of the footway. (b) Waste Reduction Volunteer campaign. There was nothing further to report at this stage.

(ii) Amenity cleansing. (a) Grot spots. Members would advise the Clerk of locations at which they believed action was necessary. **Action: All Members.** (b) Litter pickers. The Clerk had secured prices for litter pickers and would report further. **Action: The Clerk.** (c) Streetscene. Further to the meeting held with Streetscene officers of Cheshire West and Chester Council to discuss the application of the proposed new base level streetscene standards within the parish and to officers agreeing to inspect the difficult areas within the parish with the Clerk, it was noted that at this stage there was nothing further to report.

(iii) Dog fouling: Request for additional bins. Further to Cllr Davis informing of a request for a further bin on the dingle path towards Belle Vue Lane, the Clerk reported that Mr J Dale had suggested there was also a need for bins on Belle Vue Lane, School Lane and at the approach to the Millennium Greenway. **Action: Noted.**

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

11 Trees and Hedges.

(i) Hedges, Guilden Sutton Lane. There was nothing further to report at this stage as to the increasing obstruction of the footway on Guilden Sutton Lane and at other locations in the village by overgrown hedges. It was noted that Cllr Bailey had kindly offered to help with any serious problems. A note would also be included in the Newsletter.

(ii) Canopy, Porters Hill. There was nothing further to report at this stage as to the response, minuted above, which had been received from the Area Highways Engineer as to the issue raised by Mr Jackson.

(iii) Hedges, Porters Hill. There was nothing further to add to that minuted above following action taken by the adjoining landowner.

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(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) Hedge, opposite play area. There was no response at this stage as to the request made to Cheshire West and Chester Council for this to be cut.

(vi) Hedge, off Belle Vue Lane. Further to Cllr Fisher informing of the proposal by an adjoining occupier to remove a length of hedge adjoining footpath 2 and to plant a replacement of native species, there was nothing further to report at this stage.

(vii) Sycamore, Memorial Garden. The Clerk informed he had requested an application form which would seek approval for a 30% reduction in the first instance with the successful contractor being requested to report on the condition of the tree on ascending the Sycamore in order to inform any decision as to felling.

(viii) Hedge off Hill Top Road. A Member informed that the school access adjacent to the end terrace property was obstructed by the hedge. This would be reported to Cheshire West and Chester Council. **Action: The Clerk.**

(ix) Trees adjoining footpath 2. There was nothing further to report at this stage.

(x) Trees, Oaklands. Further to the Clerk informing the Tree Warden had been approached by an occupier on Oaklands concerned that the cause of a highway tree dying back on the other side of the road might be a fungus which could affect an Oak close to her own property and to Tree Officers indicating the cause of death was damage, there was nothing further to report at this stage.

(xi) Trees adjacent to Summerfield House. Cllr Brown, as Tree Warden, indicated the manager had expressed concerns as to trees believed by Cheshire West and Chester Council to be on land in the Parish Council's ownership. As this was not the case, the manager would be advised to refer the issue to Cllr Bailey.

#### 12 Cheshire Association of Local Councils.

(i) Chester Area Meeting, 29 September 2010. The Clerk informed as Honorary Secretary that a special meeting of the Area Meeting due to have been held on 2 December 2010 with the chairmen and members of appropriate community forums to discuss how the separate synergies of the Area Meeting and the forums could perhaps be more closely engaged in order to further progress the localism agenda which was a priority for both organisation had been postponed due to adverse weather. (ii) Pay settlement 2010/11 and 2011/12. There was nothing further to report at this stage.

#### 13 Cheshire West and Chester Council.

(i) Service delivery to local councils: service base levels. There was nothing further to report to that minuted above.

(ii) Electoral Review, Cheshire West and Chester. The Council noted the information provided by Cllr S Parker that the outcome of an Order laid before Parliament to bring into effect the final recommendations of the Local Government Boundary Commission for England including a new Cheshire Villages ward represented by two councillors was awaited. If approved, this would come into force at the next elections for Cheshire West and Chester in May 2011.

(iii) Maintenance of Churchyards and Burial Grounds. Further to the Clerk indicating he was pleased to be able to report he had obtained a grant of £250, there was nothing further to report at this stage.

(iv) Draft statement of licensing policy re sex establishments. The Clerk confirmed he would reply to this consultation by the due date of 17 December 2010. **Action: The Clerk.**

(v) Goway Community Forum. It was noted the next meeting of the Forum would take place in January 2011.

(vi) Town and Parish Councils Seminars. There was nothing further to report at this stage as to this series of seminars.

(vii) Community safety wardens. Further to the Clerk reporting the receipt of a poster advertising the contact telephone number for anti social behaviour to be reported to the community safety wardens, he was making arrangements for this to be displayed. **Action: The Clerk.**

(viii) Waste reduction volunteer scheme. Further to Cllr Moulton informing of this campaign to promote waste reduction, the information would be displayed on the parish noticeboards.

(ix) Local Transport Plan. Further to the Clerk reporting the receipt of advice, dated 29 October 2010, of consultation on this draft plan it was noted a response was required by 31 December 2010 which he would deal with. It was noted that all Members were also able to respond individually.

(x) Scrutiny review of the relationship between the principal authority and town and parish councils. The Clerk reported the receipt of this consultation. He would forward a response by the due date of 2 February 2011.

(xi) Rural wellbeing grant. The Clerk reported the receipt of advice of this grant. It was noted that applications were due by 31 January 2011.

(xii) Contact card. Further to the suggestion that Cheshire West and Chester Council might produce a card showing the telephone numbers which people should contact with frequently raised issues, the Clerk reported the matter had been raised with the parish liaison officer.

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

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing.

(i) Western Police Area Question Time. There was nothing further to report at this stage. Future meetings would take place on Tuesday 11 January 2011 in the Memorial Hall, Chester Way, Northwich and on Thursday 20 January 2011 at St Mary's Centre, off Castle Street, Chester.

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

(iii) Parking, Arrowcroft Road. The Clerk regretted that further inquiries had revealed the mobile CCTV unit was not deployed to schools such as Guilden Sutton where no Order was in force which could be enforced. **Action: Noted.**

18 Newsletter. A further issue had been prepared to publicise the Christmas lights competition. An approach was being progressed to the publishers of the new Gowy Gazette as to the newsletter being circulated with that publication. The reporting forms on the Cheshire West and Chester Council website would be publicised in a future edition. At the suggestion of Cllr Fisher, PC Boulton would be informed the Council would be more than happy to include advice he may wish to put forward.

19 Memorial Garden. There was nothing further to report at this stage other than that minuted above re the Sycamore.

20 Bulb planting. (i) General. The Chairman expressed her appreciation to Cllr D Hughes for his efforts in securing the planting of bulbs. It also noted that few Members had been available and a suggestion by Cllr D Hughes that bulbs should be ordered at an earlier stage was agreed. (ii) Planters. See minute 8 (ii) above.

21 Parish IT. The Chairman informed of the need for the website to be kept up-to-date as dated information had been found. She believed that contributors should take responsibility for their own pages. It was agreed that Members should inform the webmaster directly if they became aware of any updates which were required. **Action: All Members.**

22 Primary School. Cllr D Hughes reported on the school travel group which he had attended and on highlights from the headteacher's most recent report which included a reference to good practice at the school identified by Ofsted inspectors which was to be shared nationally. The Chairman informed the Council had been invited to the school's Christmas Fair to take place on Tuesday 7 December, 2010 from 3.20pm to 5.30pm. **Action: Noted.**

23 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.

24 Railway fencing, Guilden Sutton Lane. There was nothing further to report at this stage.

25 Community events. Village Hall Christmas tree. Cllr D Hughes presented the receipt for the Christmas tree and replacement bulbs as the bulbs previously used had been found to be faulty.

26 Land Registry. Further to the Clerk reporting the receipt 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.**

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

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

29 Remembrance Sunday. The Chairman was pleased to report the service had been the best attended for many years. It was agreed the wreaths would be taken up between Christmas and New Year.

30 Vacant property. Further to a Member informing that tenants of a commercial property in the village were concerned that vacant first floor accommodation above should revert to residential in order to protect their premises, it was not the accommodation had been occupied by a commercial practice.

31 Guilden Sutton Community Association: constitution. It was noted the Council had been represented at the meeting held on Monday 8 November 2010 to discuss possible amendments to the constitution of the charity.

32 Member's information items.

There were no information items.

33 Information correspondence.

Guilden Sutton Parish Council: Newsletter 140

Leisure Services: Mid Cheshire Footpaths Society Walks Programme January - June 2011; Millennium Greenway: Volunteer Day report 11 September, 2010; Volunteer Day Saturday 11 December, 2010, 10.30am.

Finance: Insurance cover for charitable and not for profit groups.

Trees: Cheshire Landscape Trust: Orchard workshops 29 January 2011, 27 February 2011.

ChALC/NALC: ChALC annual report 2009/10; ChALC newsletter November 2010.

Cheshire West and Chester Council: Big Lottery, new community buildings grant scheme; Partnership Bulletin no 22; Standards Newsletter no 2.

County Playing Fields Association: annual report 2010; The Playing Field Autumn 2010.

CPRE: Countryside Voice Autumn 2010; Countryside Voice Winter 2010; Fieldwork December 2010.

Policing: Western Rural Inspector's reports; Western Watch Homewatch updates: Police Question Time 20 January 2011; Crimebeat Reporter Summer 2010.

Display of posters: Hospice of the Good Shepherd, Chester Volunteer Centre.

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Drive Alive.

The Prince's Countryside Fund.

North West Rural Affairs Forum: Weekly Digest 5 November 2010.

Clerks and Councils Direct November 2010.

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

Nil.

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