

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 4 April 2011 held in Guilden Sutton Village Hall.

Chairman: Cllr P M Paterson.

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

In attendance: Cllr B J Bailey, Cllr S Parker, B Lewin Esq, Public Rights of Way Warden/Webmaster.

1 Procedural matters.

(i) Apologies. Apologies were received and accepted from Cllrs I Brown and F Fisher.

Apologies were received from PC R Boulton, PCSO L Beddows.

(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.

Cllrs D Hughes, P M Paterson and M Kerfoot declared a prejudicial interest in any discussion relating to the Village Fête 2011 and any potential financial contribution which may be preferred by the Council.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 7 March 2011. The minutes of the ordinary meeting of the Council held on Monday 7 March 2011 were proposed by Cllr J Hughes, seconded by Cllr W Moulton and agreed as a correct record.

(iv) Dates of future meetings:

Mondays 9 or 16 May, 6 June, 18 July, 5 September, 3 October, 7 November, 5 December, 2011.

The Clerk informed of his understanding that it would be possible to hold the annual meeting of the Council on the proposed date of Monday 9 May 2011 as that would coincide with the date of retirement (apart from the Chairman) of outgoing Members and that of newly elected Members taking office. This would deal with the non availability of the Committee Room on Monday 16 March 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. There were no action items to report at this stage.

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

(viii) Royal Garden Party 2011. The Clerk informed he had been advised by the County Office of the outcome of the ballot and regretted that the nomination by this Council had not been successful.

(ix) Elections 5 May 2011. The Clerk reported the nomination papers had been handed in by appointment to the Returning Officer. Members indicated they had received confirmation their nominations were valid and had been accepted. The statement of those nominated would be published by noon on Wednesday 6 April 2011 at which point it would be known if the elections would be contested.

2 Community engagement.

(i) Public speaking time. There was no public speaking.

(ii) Report of surgery held on Saturday 2 April 2011. Cllrs Paterson and J Hughes had presided. Cllr Paterson reported. The Clerk and Cllr B J Bailey had been in attendance. Issues raised had included canine faeces, school parking on Arrowcroft Road, including an incident in which a pedestrian had narrowly avoided being struck whilst standing on the verge and the condition of the grassed reinforced surfacing which Cllr Kerfoot informed had been partly reseeded. The cost of dropped kerbs to enable off street parking in the longer CDS had been raised. Cllr Davis advised only a very small number of drives did not have dropped kerbs and there were instances of cars not parking on drives where these had been installed.

It was agreed Cllr Davis and Cllr Moulton would preside at the surgery to take place on Saturday 7 May.

3 Planning.

(i) New applications.

11/00622/EXT extension of time to implement permission 08/00423/FUL, single storey front and side extension at 28 School Lane CH3 7ET for Mr and Mrs R Wilkinson. No objection had been raised. The case officer had confirmed the LPA was consulting the same properties as on the previous occasion.

11/01191/FUL solar panels to front elevation, 10 Oaklands CH3 7HE for Mr and Mrs E Morton. The Clerk informed of this retrospective application, notification of which was awaited. Members noted that, on the one hand, solar panels normally would not require permission but that on the other, on the Oaklands estate permitted development rights had been removed. The need for a consistent approach to future applications was visited although it was accepted that each proposal should be taken on its merits. Further inquiries would be made by Cllrs J Hughes and Moulton who were not residents of the estate.

11/01226/TPO Sycamore, 30% reduction/reshaping, War Memorial, Station Lane. The Clerk informed the Council's application had been validated.

The Clerk further advised, as had been reported to the annual parish meeting, that the LPA had apparently ceased to consult the Council on tree applications although he was aware from those tree applications which went to the Planning Board that neighbour's views were sought. It was agreed this should be raised with the Development Planning Manager. **Action: The Clerk.**

(ii) Decision notices.

The Clerk informed there were none to report.

(iii) Parish Plan.

(a) Progress report. The Chairman reported further.

(b) Christleton Community Plan. There was nothing further to report at this stage.

(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 (ix) beneath.

(b) Gypsy and Traveller issues. The Clerk informed he still intended to meet the Cheshire Partnership Gypsy and Traveller Liaison Officer in due course. It was also hoped the officer would attend the Chester Area Meeting.

(c) Local Development Framework core strategy – The Future of You Area, Have Your Say. The Clerk reported the receipt, by correspondence dated 14 March 2011, of advice from Cheshire West and Chester Council Spatial Planning of an opportunity for Members to engage with work on the Local Development Framework core strategy which would guide the growth of the borough over the next 15 years. A specific event for Town and Parish Councils would take place in the early summer but in the meantime, Members could take part in a poll running until the end of May. Information had been circulated by the Clerk. **Action: All Members.**

(vi) Development control process. (a) Demonstration, Electronic Consultation with the Planning Service. The Chairman, Vice Chairman and Clerk had attended this demonstration held at Backford Hall on 16 March 2011.

The Chairman reported that due to continuing problems with the new web site, which had been on going since its introduction in the middle of December 2010, the intended roll out on 1 April 2011, previously reported, had been deferred and further training sessions were to be held. In addition Guilden Sutton was to participate in a pilot exercise. The intention remained the Planning Department would no longer be issuing paper consultations/decisions to consultees, including Town and Parish Councils. The Chairman informed the session had been somewhat unsatisfactory and those present had expressed concern at the effect of the withdrawal of large scale paper plans on their ability to consult appropriately.

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 a revised 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. Further to the Clerk informing of the availability from the National Association of Local Councils of a guide on the administration law for local councils in England and Wales and that the Council's current copy of Local Council Administration was now some years old, further inquiries were being made as to the cost of both publications. **Action: The Clerk.** (b) Work programme. The Clerk reported the receipt, by correspondence dated 22 March 2011, of an advance note from the Development Officer at the County Office that a meeting of the QPC Accreditation Panel would be convened after the elections on 5 May 2011. The Development Officer had helpfully indicated that she would be happy to pre-assess the Council's portfolio ahead of the electoral mandate being achieved. This would enable amendments that may be suggested to be incorporated in good time prior to the panel meeting. The Clerk indicated it was his intention to take advantage of this offer.

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 had taken place.

(ii) Improvement scheme. (a) Boundary treatment. It was noted a commercial vehicle was parking on the car park and in so doing appeared to have damaged the retaining timber to the boundary. Further inquiries would be made by the Clerk and if necessary an appropriate note would be left. **Action: The Clerk.**

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

(iv) Replacement signboard. It was noted this had now been installed. The Clerk sought the guidance of the Council and it was agreed an estimate should be sought for the painting of the posts. **Action: The Clerk.**

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

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 need for the field side goal mouth to receive attention was being brought to the attention of the grounds maintenance contractor. **Action: The Clerk.**

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

(c) State of nets. Repairs would be dealt with by Cllr D Hughes. **Action: Cllr D Hughes.**

(d) Basket ball equipment. There was nothing further to report at this stage.

(ii) Children's Play Area.

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

(b) Inspections. (i) Annual statutory inspection. There was nothing further to report at this stage. (ii) Rota. This would be updated following the elections on 5 May 2011. (iii) Equipment. Following the suggestion by Cllr Brown that the equipment might be repainted, further advice was being sought by the Clerk following a helpful response from the Play Development Officer. **Action: The Clerk.** (iv) Cleansing. It was agreed an estimate would be sought from Messrs S&H Services. **Action: The Clerk.**

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

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

(e) Replacement of safety surfacing. The Clerk would report further following his approach to external funding officers at Cheshire West and Chester Council who had helpfully provided a comprehensive suggestion as to possible sources of grant. **Action: The Clerk.**

(f) Risk assessment. The Clerk was pursuing an estimate for the purchase of a suitable lock and chain to enable the closure of the play area should this be necessary together with a sign indicating the play area had been closed on health and safety grounds and should not be entered. **Action: The Clerk.** Cllr D Hughes informed that advice had been offered by Messrs Gresty that salt/grit should not be applied to the safety surfacing to treat ice/snow as this was damaging.

(g) Damaged manhole. The Clerk informed of a damaged manhole cover in the grass verge adjacent to the play area and the access to the primary school. This appeared to have deteriorated recently and he had reported this to Cheshire West and Chester Council.

(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. The Warden believed the trees were dying back and declining rapidly.

(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 Clerk informed the route had been further inspected during a recent site meeting with officers.

(c) Footpath 1. A response was awaited from the Public Rights of Way Unit as to the comments of the Public Rights of Way Warden relating to the condition of part of this route in the vicinity of Belle Vue Cottage and that of the adjoining stile.

(d) Rights of Way Group. (i) Bank account There was nothing further to add at this stage to Cllr D Hughes informing he held the cheque book and that money could be expended on footpath related projects.

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

(f) Greenway. (i) 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. (ii) 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, a response was awaited from the Public Rights of Way Unit to which the issue had been referred. (iii) Garners Lane, ownership. Further to the Clerk informing he had contacted the Public Rights of Way Unit to ascertain the ownership of Garners Lane, the Council remained disappointed that a response was still awaited to this and the inquiries referred to above. (iv) Use by horse riders. There was nothing further to report at this stage. (v) Volunteer Day 12 March 2011, Mickle Trafford. Further to the Clerk informing of this activity, there was nothing to add at this stage. (vi) Request for funds. The Clerk reported the receipt of a request, dated 9 March 2011, from the Friends of the Millennium Greenway hoping the Parish Council would allocate funding to assist the group in its continuing work to provide better facilities and to improve biodiversity along the whole pathway. The Chairman referred to the possible use of funds held by the Parish Paths Group. The possibility of funding being provided from the personal budgets of Cheshire West and Chester Council Members along the route was suggested by the Clerk. It was agreed any decision should be taken by the new Council to enable the Clerk to inquire as to sources of funding already open to the group and to the Rights of Way Warden to raise the issue with the Footpaths Group. **Action: The Clerk/Rights of Way Warden.**

(g) Rights of Way Improvement Plan 2011-2016. Further to the Clerk reporting the receipt, by correspondence dated 12 January, 2011, of consultation on this draft plan, it was noted a response was due by 15 April, 2011. The Clerk had notified the Public Rights of Way Warden of the consultation and the Warden had indicated he would forward observations in due course. **Action: Public Rights of Way Warden.**

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2010/11. The Clerk had approached the present contractor as to an estimate for 2011/12.

(v) Public Seats. It was understood the repairs to the damage to the seat in Wicker Lane and the repainting of that seat and the seat in Guilden Sutton Lane, for which an estimate of £96 for work to both seats had been accepted, had been completed.

(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.

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

(viii) Multi use games area. Cllr Kerfoot kindly advised that consideration of a possible project was ongoing.

(ix) Cheshire West and Chester Council open space assessment and audit. There was nothing further to report at this stage as to the draft report on the outcome of this assessment, which had been due to be available early in the New Year. **Action: Noted.**

(x) Community Garden. The Chairman reported her understanding that an area of land off Church Lane had been offered by Mr Arden. The use of land at the rear of the Methodist Church was also a possibility. Cllr B J Bailey informed further. **Action: Noted.**

(xi) Equine interests. Further to Cllr J Hughes suggesting there was a need for information to assist motorists when passing horse riders on roads within the parish, the Clerk had approached the British Horse Society for advice which had been included in the newsletter.

7 Public transport.

(i) C27. There was nothing further to report at this stage.

(ii) Moorcroft Crescent inbound bus stand. It was noted the whole length of the adjoining hedge had been cut.

(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 highway authority. There was nothing further to report at this stage following the Clerk reporting the receipt of an updated response from the Area Highways Manager which had appeared in the minutes of the February meeting.

(iii) Current issues

(a) Speed issues. Inquiries would be made by Cllr Moulton as to the future availability of the Speed Indicator Device. A response was awaited from Cllr Bailey as to the impression given 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.

Further to Cllr D Hughes requesting that Cheshire West and Chester Council's policy on funding speed cameras, as a member of the Cheshire Safer Roads Partnership, should be ascertained, this was being raised by the Clerk with Cllr S Parker. **Action: The Clerk.**

11/12 005

- (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 remained with the Area Highways Manager.
- (c) Speed review, Guilden Sutton Lane. There was nothing further to report at this stage as to the Clerk's understanding that following his renewed approach to the highway authority as to the status of the intended 30mph limit, the issue was under review.
- (d) Speed review, Wicker Lane/Hare Lane. The issue remained with the Area Highways Manager. The more recent request made by Mrs Earlam for a reduced speed limit on Wicker Lane and the installation of a permanent speed indicator device also stood referred.
- (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 minutes 2 (ii) and 17 (iii).
- (g) Flags, Summerfield Road. There was nothing further to report at this stage.
- (h) Over riding, Summerfield Road. There was nothing further to report at this stage following the installation of 3 no cycle racks to deter vehicles over riding the footway to reach the Village Hall car park.
- (i) Junction A41/Guilden Sutton Lane. Cllr Bailey kindly provided an update.
- (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. Further to the concern expressed by Cllr D Hughes as to the condition of a School Lane nameplate at the war memorial, the signwriter was being informed his estimate of £45 had been accepted.
- (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 remained with the Area Highways Manager.
- (m) Path, Cinder Lane to Church Lane. (i) Condition. There was nothing further to report as to the condition of this path which had been referred to Streetscene by the Area Highways Manager. (ii) Use by motor cycles. There was nothing further to report as to the complaint to the Public Rights of Way Warden with respect to the use of this path by motorcyclists which had been referred to Streetscene by Area Highways Manager.
- (n) Footway, Guilden Sutton lane, obstruction by nettles, brambles and an overgrown hedge respectively. Members would advise the Clerk if any of these concerns remained, including the location.
- (o) Parish boundary signs (i) Guilden Sutton Lane. The state of this sign remained with the Area Highways Manager.
- (p) Flooding, Church Lane. There was nothing further to report at this stage.
- (q) Verges, Guilden Sutton Lane CDS. There was nothing further to report at this stage.
- (r) Speed limit, Station Lane. It was noted the measure had now been implemented.
- (s) Flooding, Wicker Lane. There was nothing further to report at this stage.
- (t) Planters. The highways authority had been 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.
- (u) Steps, Heath Bank to Guilden Sutton Lane. The condition of these steps remained with the Area Highways Manager.

(v) Subsidence, reinstatement Guilden Sutton Lane. The condition of the reinstatement of this heavily trafficked section of the road continued to be monitored following patching. The concerns expressed by Cllr Paterson were being brought to the attention of the Area Highways Manager. **Action: The Clerk.**

(w) Church Lane/Wicker Lane, growth at junction. There was nothing further to report this stage as to the request the area should be cut back as regularly as other verges in the village.

(x) School Lane. 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 and to the condition of the adjoining boundary wall.

(y) 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.

(z) Grit bag. Further to the request that during adverse weather a grit bag should be made available to Guilden Sutton to service the approaches to the primary school, the Village Hall car park, the shops and the approaches to the shops from Summerfield House, this would be pursued following the Borough Council elections.

(za) White lining. Further to the request by Cllr D Hughes for a white line to be provided at the junction of Hill Top Road and Arrowcroft Road, Arrowcroft Road being a school access, the issue remained with the highway authority.

(zb) Fingerpost signs. Further to the Clerk reporting the receipt of a suggestion by Mrs Kirk that the signs should be refurbished, estimates were being sought by the Clerk and a request would be made to Ward Members for a contribution from their Personal Budgets following the election.

(zc) Patching, Oaklands. Further to Cllr Paterson expressing concern with respect to further subsidence outside 44 Oakland, this was being brought to the attention of the Area Highways Manager. **Action: The Clerk.**

(zd) Hoole roundabout advertising. There was nothing further to report at this stage.

(iv) Lighting. A fault would be reported at the rear of the Village Hall.

9 Finance:

(i) Income:

Co-operative Bank
Interest £ Statement awaited.

(ii) Payments:

Cheshire West and Chester

Council
1st half year rates £ 89.66*

Devaprint
Newsletter 141 £ 80.00**

NWN Media Ltd
Newsletter distribution £ 27.53 (VAT £4.59)***

Cheshire Community Action
Subscription 2011/12 £ 50.00

Mrs P Blythe
Playing field rent
April - June 2011 £ 160.00 11/12 007

Clerk

Salary	
Jan – March 2011	£ 1,208.43
Agreed expenses	
2011/12	£ 156.00
Newsletter distribution	£ 21.15
Photocopies	
364@5p	£ 18.20
Mileage	
26@40p	<u>£ 10.40</u>
	£ 184.60

* The Clerk informed of his understanding that the 100% relief in non domestic rates applicable to small businesses had been extended by the coalition government for a further period. He would clarify this with Cheshire West and Chester Council but in the interim recommended the Council should authorise the payment of the demand which had been received which would be withheld pending any further advice.

** The Clerk informed that unfortunately a printing error had occurred with the most recent issue of the newsletter. He would discuss with Messrs Devaprint if any rebate would be appropriate.

*** The Clerk informed this invoice was in dispute as in placing the order for the distribution of the most recent newsletter through the company website, payment had been required of £21.15 for which he had a receipt.

Proposed by Cllr J Hughes
Seconded by Cllr M Kerfoot
and agreed.
(iii) Balances

Co-operative Bank	
1 March 2011	£ 9,922.13
Scottish Widows no 1	
1 January 2011	£20,210.84
Scottish Widows no 2	
1 January 2011	£ 3,161.41

(iv) Report on contingency payments.

Budget:	£ 1,228.00
Payments:	£ 0.00

(v) Insurance: There was nothing further to report at this stage.

(vi) Budget 2011/12. Details had appeared in the newsletter.

(vii) Payment of employees, revised HMRC guidance. Further to the Clerk reporting a decision by HMRC that from April 2011, all existing arrangements for Clerks to account for tax on their salaries would be replaced by a requirement for the Council to register as an employer and to pay Clerks net of tax (and National Insurance where applicable), with tax payments being remitted to HMRC electronically with no payments being made to Clerks before this arrangement was in place, the Chairman indicated this would not apply prior to 6 April, 2011. The necessary arrangements were in hand.

11/12 008

(viii) External audit 2010/11 update session, Delamere, Wednesday 30 March 2011. The Clerk reported this session, organised by the Cheshire Association of Local Councils and conducted by the District Auditor had been extremely helpful. The Clerk confirmed the receipt of the notice of audit which had been called for 16 May 2011. **Action: Noted.**

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.

(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. Further to the Clerk securing prices for litter pickers, he informed the equipment previously used by the Council, costing in the region of £15, appeared to be the most appropriate as cheaper alternatives had unfavourable reviews. (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, the Clerk informed the anticipated site meeting had taken place but it was still unclear as to the arrangements which would be in place in the high footfall areas in the vicinity of the shops, Village Hall and car park, the Primary School access and play area which had yet to be notified. He had requested the contractor to work to a revised rota in the interim pending further information.

(iii) Dog fouling: Requests for additional bins. There was nothing further to report at this stage. The possibility raised by the Rights of Way Warden of appropriate posters being displayed on noticeboards would be progressed. **Action: The Clerk.**

(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. The issue remained with the Area Highways Engineer who was understood to be reviewing the matter.

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

(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, there had been no response to the Clerk informing the Public Rights of Way Unit given their proximity to public footpath no 2.

(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. Cllr Bailey kindly confirmed he had an assurance the hedge would in future be cut by the borough council.

(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. There was nothing to add to that minuted above.

(viii) Hedge off Hill Top Road. Cllr Davis helpfully confirmed his belief the cutting back of this hedge would assist in the collection of litter from the ground beneath.

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

(x) Trees, Oaklands. There was nothing further to report at this stage.

(xi) Trees adjacent to Summerfield House. The Clerk reported the receipt of helpful correspondence from Cllr B J Bailey, dated 7 March 2011.

This indicated the hope that work would be carried out in the not too distant future. Cllr Bailey indicated this would be at the end of the nesting season.

(xii) Pruning of verge trees. Further to a Member expressing concern at the pruning of trees in a highway verge, the issue had been raised with the highway authority. A response was awaited.

(xiii) Trees, rear of Oaklands. Further to a Member expressing concern that trees at the rear of properties on Oaklands were obstructing a footway on the Village Hall car park, a note would appear in the Newsletter.

(xiv) Satellite reception, trees, the dell. There was nothing further to report at this stage.

(xv) Overgrown tree. A Member referred to an overgrown tree in the Oaklands/Porters Hill area. Cllr Bailey kindly offered to make inquiries.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. The Clerk informed a meeting would take place on Wednesday 6 April 2011 which would include the following current issues: (i) CWAC: E planning; Election arrangements; HMRC Guidance re employees pay; E consultations involving large documents and the District Audit update on 30 March 2011.

(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) Draft statement of licensing policy re sex establishments. There was nothing further to report at this stage.

(iii) Gowy Community Forum. There was nothing further to report at this stage as to the concerns expressed by Cllr Moulton as to the inaudibility of the proceedings.

(iv) 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 be displayed. **Action: The Clerk.**

(v) 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.

(vi) Local Transport Plan. There was nothing further to report at this stage.

(vii) Scrutiny review of the relationship between the principal authority and Town and Parish Councils. There was nothing further to report at this stage following the response made to the Chairman of the Overview and Scrutiny committee, Cllr Andrew Dawson which had appeared in the February minutes.

(viii) 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, there was nothing further to report at this stage, the matter having been raised with the parish liaison officer.

(ix) Street orderly grants. There was nothing further to report at this stage as to claim which had been submitted for the second six months of the 2010/11 in the sum of £265.02p.

14 Cheshire Community Action. Cllr D Hughes informed he had not been contacted during the previous 12 months as to any meeting of the Village Halls Forum. Further inquiries would be made by the Clerk. **Action: The Clerk.**

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.

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

(iii) Parking, Arrowcroft Road. There was nothing further to report to that minuted above.

(iv) A Member referred to his understanding that PC Boulton would be less visible in the future and referred to an undertaking by the Chief Constable at Police Question Time that front line services would be maintained. It was agreed a letter should be sent to the Chief Constable. **Action: The Clerk.**

18 Newsletter. Further to Members noting the Government was proposing restrictions on Council newsletters, further inquiries had been made by the Clerk. These indicated that monthly publication was acceptable for Town and Parish Councils. Issue 141 had been distributed.

An approach was being progressed to the publishers of the 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.

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

20 Bulb planting. The Chairman suggested that consideration might be given to areas where future planting might take place. It was agreed that sites for planting should be drawn up. The Council agreed the quantity of bulbs to be ordered should be commensurate with Members' capacity to plant them.

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

22 Primary School. Cllr D Hughes informed as community governor. Issues included continued parking by parents on Arrowcroft Road and loss of funding for sport.

23 Land ownerships. (i) General. 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: (i) Holiday Club. Further to the Clerk reporting the receipt of an inquiry from the organisers of the Holiday Club as to whether an application would be necessary in 2011, the Club was being advised this would be the case. (ii) Fête. It was noted this would take place on Saturday 9 July 2011. The Council would be responsible for an activity following the withdrawal of the youth groups. Cllr Davis informed further and was warmly thanked by the Council. Members visited the principle of the Council's financial support to the 2011 fête. It was agreed the committee would be advised the Council would be minded to consider an application for a reduced grant rather than support for a more specific activity. This was proposed by Cllr J Hughes, seconded by Cllr Davis and agreed.

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 Guilden Sutton Community Association: constitution. It was noted the revised constitution would be considered at the Association's annual meeting in May.

30 Right to Buy. Further to Cllr Paterson referring to a right to buy proposal relating to community assets outlined in a Cheshire West and Chester Council Members Briefing, further inquiries were being made by the Clerk. **Action: The Clerk.**

31 Member's information items.

Summerfield Road noticeboard. Cllr Moulton suggested this might benefit from a Spring clean. Estimates would be sought by the Clerk. **Action: The Clerk.**

Ice cream van. A Member referred to the disturbance arising from a particular ice cream van which it was thought was unreasonable. Further inquiries would be made by the Clerk. **Action: The Clerk.**

Justice system. Cllr D Hughes inquired if the Council would be interested in an inter active visit from the Probation Service and a JP. The Clerk understood a similar session for the WI had been a success. It was thought a separate session, rather than one within a Council meeting, would be more appropriate.

School cup. Cllr Hughes inquired as to a cup which had been presented in the past to the best children in the school. Unfortunately, nothing was known.

32 Information correspondence.

Planning: Cheshire West and Chester Council Spatial Planning, core strategy issues and options consultation - Planning the future of your area, Have Your Say.

Training: online courses re freedom of information/data protection.

Finance: insurance newsletter Spring 2011.

ChALC/NALC: Local Council Review Spring 2011; Communities In Action; Local Council E Bulletin.

Cheshire West and Chester Council: Members briefings 192-193, 198-200; 202-203; Keeping track of national issues for local government; Big Drop In; Budget consultation feedback; Talking West Cheshire website; Dog Control Order; March bulletin for Town and Parish Councils.

Cheshire Community Action: Community led planning officers; Renewables workshop 6 June 2011, Ellesmere Port.

CPRE: seminars.

Policing: Rural Inspector's Updates, On The Grapevine; Home Watch: trading standards updates.

North West Ambulance Service: recruitment.

Local government procurement event, London 18 May 2011.

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.