

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 10 January 2011 in Guilden Sutton Village Hall.

Chairman: Cllr P M Paterson.

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

In attendance: Cllr S Parker, PC R Boulton, B Lewin Esq, Public Rights of Way Warden.

1 Procedural matters.

(i) Apologies. Apologies were received and accepted from Cllrs D M Fisher and M Kerfoot.

(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 6 December 2010. The minutes of the ordinary meeting of the Council held on Monday 6 December 2010 where proposed by Cllr J Hughes, seconded by Cllr D Hughes and agreed as a correct record.

(iv) Dates of future meetings:

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

It was noted the April meeting would be preceded by the annual parish meeting commencing at 7pm.

(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 was nothing further to report at this stage.

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

(viii) Appointment of a community governor to Guilden Sutton CE (Controlled) Primary School. Following the unanimous agreement at the previous meeting that Cllr D Hughes should be formally nominated to continue as a community governor at Guilden Sutton CE (Controlled) Primary School, confirmation of the decision would be sent to the Clerk to the Governors. **Action: The Clerk.**

2 Community engagement.

(i) Public speaking time.

PC R Boulton kindly informed of current policing issues and emphasised the importance of property, including sheds and garages, being kept secure. Anti social and suspicious behaviour should similarly be reported. PCSO Beddows would pursue traffic enforcement. PC Boulton responded to Members' questions and was thanked for his attendance.

B Lewin Esq, Public Rights of Way Warden, informed of the hope that dog and litter bins would be installed at the approach to the Greenway. Mr Lewin responded to Members' questions and was thanked for his attendance.

As webmaster, Mr Lewin informed the site had been updated where appropriate.

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Cllr S Parker informed of the Gowy Community Forum to be held on Tuesday 8 February 2011, the position as to confirmation of the Chester Villages ward, localism and changes to planning policy. Town and parish councils would have more powers if they wished. Cheshire West and Chester Council's council tax for 2011/12 would be frozen. Cllr Parker kindly intimated he would ensure the Council was informed of changes taking place. At the request of Cllr D Hughes, Cllr Parker undertook to make further inquiries as to whether double taxation had applied to the provision of winter grit bags to communities in rural and urban areas. Cllr Parker responded to Members' questions and was thanked for his attendance.

(ii) Report of surgery held on Saturday 8 January 2011. Cllrs J Hughes and I Brown had presided. Dog fouling had been reported at Cathcart Green with a request for a bin. It was agreed this should be separately reported by Cllr Brown and the Clerk. **Action: Cllr Brown, the Clerk.**

It was agreed Cllrs A Davis and W Moulton would preside at the surgery to be held on Saturday 5 February 2011. The Clerk suggested that any Member other than those nominated was free to attend provided discretion was exercised as to the number of Members in attendance. **Action: Noted.**

An estimate sought by the Clerk for a display board to advertise each surgery in advance had indicated this would be priced in the region of £20. **Action: Noted.** The Clerk informed badges to signify Members' status to constituents were variously priced with one supplier offering one off photographic ID at about £6. It was agreed this would be actioned following the election.

3 Planning.

(i) New applications.

The Clerk informed that no new applications had been received. He would confirm the current position with the local planning authority in view of the lack of recent applications. **Action: The Clerk.**

(ii) Decision notices.

The Clerk informed there were none to report.

(iii) Parish Plan.

(a) Progress report. The Chairman informed work was continuing on the first draft of the parish plan. This was welcomed.

(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 confirmed he intended to meet the Cheshire Partnership Gypsy and Traveller Liaison Officer in due course.

(vi) Development control process. Further to Cllr D Hughes revisiting the availability of the guidance which had been obtained from the local planning authority and subsequently circulated by the Clerk, the Clerk confirmed all Members had been included in the circulation.

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 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, the Chairman informed a further meeting was to take place on Wednesday 28 January 2011.

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. Further to the signwriter requesting the Council should arrange for two new mounting posts, the Clerk reported the receipt of an estimate in the sum of £118.14 plus VAT. It was proposed by Cllr Paterson, seconded by Cllr I Brown and agreed this should be accepted.

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 Chairman reported as to her most recent inspection.

(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. 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. 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. It was noted the inspector who had carried out the statutory inspection in 2009 had informed it was proposed to offer a block inspection for 2010 on the same basis. Further to the Chairman informing of her understanding a free inspection could be obtained through the Cheshire County Playing Fields Association, further inquiries were being made by the Clerk.

Action: The Clerk. (b) Rota. The Clerk had prepared and circulated a 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 Chairman.** The Chairman emphasised the importance of inspections being carried out and report forms being completed.

(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.

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(f) Risk assessment. Further to the helpful comments at the previous meeting by Cllr Fisher and the Council revisiting its risk assessment of aspects of the play area, including use by unaccompanied children and gritting during periods of ice and snow when it might be appropriate to close the play area on health and safety grounds, the Clerk was pursuing an estimate for the purchase of a suitable lock and chain to enable the closure of the play area together with a sign indicating the play area had been closed on health and safety grounds and should not be entered. Advice would also be being sought from Cheshire West and Chester Council. **Action: The Clerk.** Cllr D Hughes informed he had kindly sought advice from the grounds maintenance contractor who had indicated the use of salt would damage the safety surfacing. **Action: Noted.**

(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.

(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. 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. Cllr D Hughes informed he held the cheque book. Money could be expended on footpath related projects. (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 was, in the first instance, offering 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 had obtained leaflets, circulated to each Member, providing information on the cycle network in the city, including the extension of the Greenway to Guilden Sutton and Mickle Trafford. (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, a response was awaited from the Public Rights of Way Unit to which the issue had been referred. (iv) Garners Lane, ownership. The Clerk informed that although he had contacted the Public Rights of Way Unit to ascertain the ownership of Garners Lane, a response was still awaited.

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2010/11. Further to the Council noting that a further family bereavement together with uncertainty as to the future of the lengthsman service and more recently adverse weather had impacted upon the performance of the contract, the Clerk confirmed he was making arrangements to meet the contractor. **Action: The Clerk.** The Clerk would circulate a copy of the specification for the February meeting. **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.

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(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. There was nothing further to report at this stage as to the draft report on the outcome of this assessment, due to be available early in the New Year. **Action: Noted.**

(x) Community Garden. There was nothing further to report at this stage.

7 Public transport.

(i) C27. Cllr Davis informed of the receipt of a request for a Sunday service. In the light of the extremely low usage of the previous service, no action would be taken.

(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.

(v) Members and the Clerk had received correspondence from the Skipton-East Lancashire Rail Action Partnership seeking support for the reopening of a link between Colne and Skipton which would improve trans Pennine journey times. It was noted there was widespread support including the Cheshire West and North Wales Chamber of Commerce, the University of Chester and the Bishop of Chester. It was agreed the Partnership should be informed the Council supported value for money investment in rail infrastructure which would improve trans Pennine journey times. A similar response would apply should the Council be approached in relation to the reopening of the Halton Curve.

8 Highways.

(i) Major schemes.

There was nothing further to report at this stage.

(ii) Issues with the highway authority.

The Clerk reported that in the first instance he was raising the principle outstanding issues with the Area Highways Manager and would report further at the February meeting.

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.* 10/11 125

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. Further to the report by Cllr Moulton at the previous meeting, it was noted a further meeting with the police was due to take place on 15 February 2011. 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 G Butt, Christleton Parish Council, suggesting that parishes might co-operate in the maintenance of the radar equipment to enable its future use, the Clerk informed he had contacted Cllr Butt who had received an assurance from Cheshire West and Chester Council that the equipment would continue to be maintained and calibrated. This was welcomed.

(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. A response was awaited.

(d) Speed review, Wicker Lane/Hare Lane. The issue had been raised with the Area Highways Manager whose response was minuted above. 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 had also been referred to the Area Highways Manager.

(e) Footway rear Cathcart Green/Summerfield Road. No repairs appeared to have been carried out to this unadopted path at this stage.

(f) Parking, Arrowcroft Road. See minute 17 (iii).

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(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. This was being dealt with by Cllr Bailey.

(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 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 and was awaited.

(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 whose response was minuted above.

(m) 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.

(n) 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.

(o) 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.

(p) Flooding, Church Lane. There was nothing further to report at this stage.

(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 to the Clerk reporting 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, the Clerk reported he had raised the issue with the Area Highways Manager. Mr Collins had informed that although he had yet to respond to Mr Hodkinson due to adverse weather conditions, action taken to deal with the issue had removed a significant volume of parking arising from contractors' vans. Parking on the bend would be raised with staff. Mr Collins believed it might be that parking would be best regulated by allowing very limited access through the rear gate although this would be a matter for the future.

(r) Speed limit, Station Lane. Further to the Clerk reporting that in response to public notice being given of the proposal to make a traffic regulation order introducing a 30mph speed limit on Station Lane he had submitted a letter of support, the Clerk further advised he had obtained a copy of the officer's report which had stated the criteria for a 30mph limit were met. **Action: Noted.**

(s) Flooding, Wicker Lane. Cllr J Hughes revisited her concerns that following the completion of the remedial works, the measure did not appear to have been entirely successful. The Clerk informed he would be happy to bring the situation to the notice of the highway authority. **Action: The Clerk.**

(t) 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. **Action: The Clerk.** 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 had been reported to the Area Highways Manager whose response was minuted above.

(v) 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 had again been reported following an inspection by the Clerk.

(w) 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.

(x) 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.

(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 a 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) Winter maintenance. Cllr D Hughes expressed appreciation for the work undertaken by the highway authority to clear carriageways and footways in the village during the recent adverse weather. It was agreed this should be conveyed to Cheshire West and Chester Council. **Action: The Clerk.**

(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 Clerk confirmed this had been referred to the highway authority.

(zb) Fingerpost signs. Further to the Clerk informing 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, which had not been formally progressed, it was noted that some work had been carried out to part of the sign.

(iv) Lighting. Day burners in Hill Top Road and at other locations on the Oaklands estate had been reported. The Clerk informed the defective light at the junction of Oaklands and Orchard Croft referred to at the previous meeting had been replaced. The Chairman advised as to a defective light on Belle Vue Lane.

9 Finance:

(i) Income:

Co-operative Bank
Interest

3 December 2010	£	1.46
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(ii) Payments:

NWN Media Ltd Newsletter distribution	£	26.95 (inc VAT £4.01)
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Gresty Grounds mntce/ Lengthsman	£	394.50
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Clerk

Salary Oct – Dec 2010	£ 1,208.43	10/11 129
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Photocopies 404 @ 5p	£ 20.20
Mileage 8 @ 40p	<u>£ 3.20</u>
	£ 23.40

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

(iii) Balances

Co-operative Bank 14 December 2010	£11,728.45
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Scottish Widows no 1 1 October 2010	£20,210.84
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Scottish Widows no 2 1 October 2010	£ 3,159.42
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(iv) Report on contingency payments.

Budget:

£ 455.00

Payments:

£ 0.00

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

(vi) Budget 2011/12. The Clerk submitted statements of income and expenditure for 2009/10, for the current period to 31 December 2010, an updated summary of budget variances and the expected position with each at 31 March 2011 and an updated forecast out turn based on anticipated expenditure and proposals included within the budget together with a discussion budget for 2011/12 put forward following the budget meeting between the Chairman, Vice Chairman and RFO. The Clerk reminded Members of the further restrictions to be placed on public expenditure, due to take effect from 2011/12 onwards and to a council tax freeze for principal authorities. This 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 grant towards the lengthsman service of £645 would be lost from 1 April, 2011. Members gave detailed consideration to the budget proposals which held the total at £18,764 for the fourth successive year although it was noted that in some cases individual allocations had been revised to reflect actual expenditure. The Clerk's agreed expense allowance had increased by £1pw to £156pa. Where allocations in 2009/10 were no longer required, these had been transferred to general contingency in view of uncertainties, particularly with respect to the new Streetscene contract. It was also proposed the precept should be held at the 2010/11 figure, the only increase being £645 to allow for the loss of the lengthsman grant. It was noted the Council had similarly increased the precept in a previous year to allow for the loss of the double taxation grant. It was proposed by Cllr D Hughes, seconded by Cllr J Hughes and agreed unanimously that a budget of £18,764 should be proposed for 2011/12 with a precept of £16,423.

(vii) Review of procedures for risk assessment. In connection with the financial decision recorded at (vii) above, Members formally considered risk issues associated with that decision and their procedures for risk assessment covering the whole of the Council's activities. The Council concluded there were no matters for review at present.

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. Cllr Davis informed of a missed collection which had been rectified following it being reported. (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, the Council was concerned that to date the proposed site meeting had not taken place.

(iii) Dog fouling: Requests for additional bins. Further to Cllr Davis informing of a request for an additional bin on the dingle path towards Belle Vue Lane, and to Mr J Dale suggesting there was also a need for bins on Belle Vue Lane, School Lane and at the approach to the Millennium Greenway, the comments of the Public Rights of Warden as to the prospect of a bin at the approach to the Greenway were noted together with the request for a bin at Cathcart Green..

(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.

(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, the Clerk would inform 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.

(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 would complete the 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. Further to a Member informing that the school access adjacent to the end terrace property was obstructed by the hedge, this had been reported to Cheshire West and Chester Council.

(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. Further to Cllr Brown, as Tree Warden, indicating 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 and the manager being advised to refer the issue to Cllr Bailey, Cllr Brown informed the manager had been made aware the issue was a matter for the principal authority.

(xii) Tree felling A41. A Member referred to tree felling on land adjacent to the A41 close to the parish boundary. Further inquiries would be made by the Clerk. **Action: The Clerk.**

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. The Clerk informed as Honorary Secretary that a meeting of the Area Meeting would take place on Wednesday 19 January 2010 at 7.30pm in HQ which would be addressed by the Development Planning Manager. (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 formal 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 that it would be confirmed. The new ward 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, payment to the PCC would be recommended at the February meeting.

(iv) Draft statement of licensing policy re sex establishments. The Clerk confirmed he had replied to this consultation indicating the Council's support for the broad objectives to extend control of such establishments and to ensure they were not located in residential areas.

(v) Gowy Community Forum. It was noted the next meeting of the Forum would take place on 8 February 2011.

(vi) Town and Parish Councils Seminars. The Clerk informed of a proposed briefing on the Cheshire West and Chester Council budget to be held at HQ on Monday 17 January 2011 at 5.15pm. Town and Parish Councils would be able to give their views on that and also on aspects such as community transport, mobile libraries and community facilities such as halls and play areas in which Town and Parish Councils might have a greater involvement in the provision of services. Members wishing to attend would inform the Clerk.

(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 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, the Clerk informed he had submitted a balanced response which gave high priority to issues such as roads maintenance and improvements to public transport in the rural area and which also recognised sustainable issues while taking account of aspects which should not have priority in the current public expenditure climate.

(x) Scrutiny review of the relationship between the principal authority and town and parish councils. Further to the Clerk reporting the receipt of this consultation, the Clerk informed he would forward a response by the due date of 2 February 2011.

(xi) Rural wellbeing grant. Further to the Clerk reporting 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, there was nothing further to report at this stage, the matter having been raised with the parish liaison officer. 10/11 132

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. It was noted this would continue to be monitored by PCSO Beddows.

18 Newsletter. Members noted the Government was proposing restrictions on Council newsletters although it was difficult to see how the political reasons therefore might apply to councils such as Guilden Sutton. The Council further noted that in the context of the budget decision for 2011/12, the intended bi monthly minimum frequency would be maintained although pagination might be reduced. The distribution of the summary annual report to each household would be subject to decision at the time. 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. Following the suggestion of Cllr Fisher, PC Boulton was being 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 and Mrs D Hughes for their efforts in carrying out further planting of bulbs. The previously agreed suggestion by Cllr D Hughes that bulbs should be ordered at an earlier stage was further endorsed. (ii) Planters. See minute 8 (ii) above.

21 Parish IT. Further to the Chairman informing of the need for the website to be kept up-to-date as dated information had been found, the comments of the webmaster at public speaking time were noted. Members should inform the webmaster directly if they became aware of any updates which were required. **Action: All Members.**

22 Primary School. The Chairman reported the inaugural Christmas Fair which had taken place on Tuesday 7 December, 2010 from 3.20pm to 5.30pm had been extremely successful. Cllr D Hughes informed, as community governor, that proposals for an extension to the school were being progressed.

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. Further to Mrs Batterham inquiring as to the ownership of a hedge adjoining her property which she wished to cut, inquiries were being made by the Clerk in an endeavour to assist Mrs Batterham. **Action: The Clerk.**

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

25 Community events. (a) Fete 2011. The Chairman suggested that any future Parish Council support for the fete might take the form of a contribution for a particular aspect such as a photographic competition rather than a grant towards general costs. Members believed the principle to be acceptable. (b) Poppy Party. The Clerk reported the receipt, by correspondence dated 4 January 2011, of advice from the Royal British Legion as to proposals for Poppy Parties to be held in communities from 10-12 June, 2011 to celebrate the Legion's 90th birthday. **Action: Noted.**

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. The Clerk informed the Trust was facing financial difficulty and had relocated to offices in Runcorn.

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 a further meeting was to take place on 17 January 2011 to discuss possible amendments to the constitution of the charity.

30 Member's information items.

There were no information items.

31 Information correspondence.

Highways: Proposed traffic regulation order C836 Station Lane Guilden Sutton/Mickle Trafford.

ChALC/NALC: Banking arrangements; January 2011 newsletter.

Cheshire West and Chester Council: Partnership Bulletin 23; Budget consultation Monday 17 January 2011 5.15pm, H Q; Standards Newsletter No. 3; Town and Parish Councils Bulletin; Disruption of waste collections; Consultation on Home Assistance policy - response due 21 January, 2011; Goway Community Forum 8 February 2011.

Cheshire Landscape Trust: Hedge laying workshops 22 January and 13 February 2011.

Policing matters: On the Grapevine, Inspector's Updates; Homewatch Updates.

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

Nil.