

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 6 June 2011 in Guilden Sutton Village Hall.

Chairman: Cllr J Hughes.

Present: Cllrs A Davis, D Hughes, J Hughes, M S J Roberts, P M Paterson.

In attendance. Cllr S Parker, PCSO L Beddows, B Lewin Esq, W Moulton Esq.

1 Procedural matters.

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

Apologies were 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.

Cllr Paterson declared a personal and prejudicial interest in planning application 11/01732/FUL by virtue of occupying an adjoining property.

Cllr Roberts declared a personal and prejudicial interest in planning application 11/01738/FUL by virtue of occupying an adjoining property.

(iii) Confirmation of the minutes of the annual meeting of the Council held on Monday 9 May 2011.

The minutes of the annual meeting of the Council held on Monday 9 May 2011 were proposed by Cllr Paterson, seconded by Cllr Davis and agreed as a correct record subject to minute 4 (ii) being amended to describe the Quality Council Group as comprising The Chairman, Cllr Paterson, Cllr Brown and the Clerk and to the correction of a typographical error in minute 6 (ii) g to delete "is to".

(iv) Dates of future meetings:

Mondays 18 July, 5 September, 3 October, 7 November, 5 December, 2011.

(v) Code of Conduct. (i) The Clerk indicated he had prepared a draft note of the main points made by the former Monitoring Officer and would seek to have this scrutinised for accuracy by the current Monitoring Officer. **Action: The Clerk.**

(vi) Mr Daniel Palmer MYP. There was nothing further to report at this stage.

(vii) Review of handling of information correspondence. The continued increase in the volume of information correspondence being received would be reviewed by the Council in due course.

(viii) Late information report. The late information report for the current meeting was received and noted.

(ix) Parish Elections. Further to Cllr Roberts informing that at the Guilden Sutton count, parish candidates had not been given prior advice of the votes cast, depriving them of the opportunity to request a recount, the Clerk was contacting the deputy returning officer formally to ask for the matter to be raised at any review of the election arrangements. **Action: The Clerk.**

2 Community engagement.

(i) Public speaking time. W Moulton Esq kindly thanked Members and the Clerk for their personal gift to Mrs Moulton and himself to mark their diamond wedding anniversary.

11/12 028

Mr Moulton reported further on speed indicator device issues including the fact the equipment was to be downgraded and would no longer capture data. He would organise sessions in the near future. Mr Moulton referred to a BBC recording of maypole dancing in the village, a lack of awareness of residents as to public speaking time and to a complaint he had received concerning the condition of highway patching. Mr Moulton was thanked for his attendance.

B Lewin Esq, as village webmaster referred to an outage affecting the site which he was investigating.

PCSO Beddows indicated the parish was experiencing a quiet period. He had advised the primary school of a suspicious vehicle which had been seen outside schools in the area. In connection with speed issues, PCSO Beddows informed of the availability of an enforcement vehicle which issued tickets automatically to speeding motorists. Cllr D Hughes referred to the continuing problem of parking at the primary school.

Cllr S Parker kindly reported on issues including the safety camera partnership, Gypsy and Traveller sites, proposed works at Sainsbury's roundabout, neighbourhood plans, which would be a combination of parish plans and village design statements and the development control process.

(ii) Report of surgery held on Saturday 4 June 2011. The Chairman had presided with Cllr D Hughes. Concern had been expressed as to the steps from Cinder Lane to Church Lane being affected by recent nearby tree cutting. This would be reported to Streetscene. **Action: The Clerk.**

It was agreed the surgery in July would not move from the first Saturday and would be held on 2 July 2011 to be attended by Cllrs Davis and Roberts.

(iii) Badges. Further to a kind offer by B Lewin Esq to assist with the production of identity badges, it was agreed this would be progressed by Mr Lewin and the Clerk. **Action: Mr Lewin, the Clerk.**

(iv) Noticeboard. Further to former councillor W Moulton suggesting this might benefit from a Spring clean, estimates would be sought by the Clerk. **Action: The Clerk.**

3 Planning.

(i) New applications.

11/01191/FUL solar panels to front elevation, 10 Oaklands CH3 7HE for Mr and Mrs E Morton. Further to the receipt of this retrospective application, Members had 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 had been visited although it was accepted that each proposal should be taken on its merits.

Neighbours who had been consulted had no formal objections although there were a range of views from support and acceptance of the need for renewable sources of energy to concern that on visual amenity grounds the installation was not ideal.

The following response had been made:

"Given this is the first large system on the Oaklands estate, where permitted development rights are removed, the Council would be grateful if the officer's report could explore the balance between the implications of the withdrawal of permitted development rights on the one hand to protect the character of the estate and the desirability of promoting renewable energy on the other, accepting that each application should be taken on its merits. This would then inform future similar applications".

The decision was awaited.

11/01732/FUL replacement canopy and porch to front at 48 Oaklands CH3 7HE. Inquiries had been made by Cllrs J Hughes and D Hughes. Cllr J Hughes reported. It was agreed that no objection should be raised.

11/01738/FUL, single storey side extension at 1 Arrowcroft Road for Mr N Craig. Further inquiries had been made by Cllrs Davis and D Hughes. Cllr Davis reported. It was agreed no objection should be raised. Concern had been expressed by the applicant that photographs of the site had been taken by the case officer in his absence.

11/01832/FUL single storey rear extension at Windy Nook, Belle Vue Lane CH3 7EJ. Cllr Paterson reported. It was agreed no objection should be raised.

11/02237/TPO felling of willow at 5 Orchard Croft CH3 7SL. Cllr D Hughes reported having inspected with A Young Esq, Tree Warden. The Warden felt the tree, which was strong and healthy, could be trimmed. It was noted the agent had not provided any detailed justification for felling. On that basis it was agreed an objection should be raised.

(ii) Decision notices.

11/01226/TPO Sycamore, 30% reduction/reshaping, War Memorial, Station Lane. The Clerk reported permission had been granted for reduction/reshaping. This was subject to a condition that the tree officer should be available on site to supervise the works as once the contractor had the opportunity to examine the condition of the tree at height, more radical surgery work may be required.

(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. Further to the Clerk reporting 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, Members were reminded they could take part in a poll running until the end of June. Information had been circulated by the Clerk. **Action: All Members.**

(vi) Development control process. There was nothing further to report at this stage.

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.** Cllr J Hughes reported on chairmanship training she had attended on 2 June 2011 which had been excellent. She would attend a further course on 27 July 2011. It was noted the Council should maintain a record of training which had been attended and of certificates which had been received.

(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, Cllr Paterson, Cllr Brown and the Clerk to ensure continuity. 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, it was agreed the Clerk should progress the purchase of the former, which was known to cost £25 and the latter up to the publisher's recommended price of £73.50. **Action: The Clerk.** (b) Work programme. The Clerk reported further. The portfolio had now been taken over by the Chief Officer and further work was in hand to ensure compliance with the requirements. This included the submission of the Training Statement of Intent which committed the Council and Members, collectively and individually, to seek continuous improvement to their skill sets and knowledge.

The statement provided a mechanism to inform the training which would be sought to ensure that Members and the Clerk were equipped to deliver high quality, high level decisions in a rapidly changing and ever more complex environment of Localism, e planning and sensitive areas such as Gypsy and Traveller sites. It was confirmed the issue would be kept under review by the Quality Council Panel as on reaccreditation, the Council would be required to account for its commitment.

5 Parish car park.

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

(ii) Improvement scheme. The Clerk confirmed the grounds maintenance contractor was aware the Council was awaiting his estimate for work to improve the existing boundary arrangement.

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

(iv) Replacement signboard. It was noted the proposed staining had been carried out.

(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 at some stage was being brought to the attention of the grounds maintenance contractor. **Action: The Clerk.** Cllr Davis reported he had been advised by Messrs Gresty that spraying had been carried out around the goal posts. Inquiries would be made as to whether this have been done by the Borough Council's contractor. **Action: the Clerk.**

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

(c) State of nets. The condition of the nets was being kept under review 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. The report of the statutory inspection had been received. Cllr Paterson informed there were no urgent matters requiring attention. (ii) Rota. This was being 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. An estimate was awaited 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 reported he had acquired a suitable lock and chain to enable the closure of the play area should this be necessary. He would prepare notices explaining why any closure had taken place. **The Clerk.**

- (g) Damaged manhole. The Clerk informed he was pursuing the damaged manhole cover and frame in the grass verge adjacent to the play area and the access to the primary school which had been reported 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. There was nothing further to report at this stage.
- (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 nothing further to report at this stage.
- (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) Request for funds. Further to 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 Clerk informed he had sought further information from the Volunteers as to their funding and would report further in due course.
- (g) Rights of Way Improvement Plan 2011-2016. There was nothing further to report at this stage.
- (iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2011/12. There was nothing further to report at this stage.
- (v) Public Seats. There was nothing further to report at this stage.
- (vi) Fox Cover. (i) Landscaping. A response was awaited to the approach to Cheshire West and Chester Council as to the verge being included in a schedule. It was agreed the condition of the planting should continue to be monitored and kept under review. A decision would be made at the July meeting as to whether there should be a further approach to the Borough Council.
- (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. 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. There was nothing further to report at this stage.

7 Public transport.

(i) C27. Further to Cllr Roberts referring to the departure point for this service in Gorse Stacks due to the closure of Frodsham Street and Foregate Street, Cllr D Hughes suggested a note should appear in the newsletter unless the reinstatement of the original departure point was imminent. **Action: The Clerk.**

(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.

The Clerk reported the receipt of advice of forthcoming work to the Boughton Heath (Sainsbury's) roundabout on the A41. **Action: Noted.**

(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. Further to the intimation from W Moulton Esq that he would be happy to remain involved in the organisation of the Speed Indicator Device, the Clerk indicated he had ascertained the position of the Council's insurers as to such voluntary activity. As this involved information relating to an individual it would be further reported under part 2.

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, it was noted a detailed response had been provided by Cllr Parker under public speaking time. A new agreement was on the point of being finalised on a reduced cost model which would allow for the continued operation of all fixed enforcement sites and mobile camera vehicles. A priority would be to respond to community speed concerns.

(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 minute 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. There was nothing further to report at this stage following the Clerk reporting he had inspected the junction with the Area Highways Manager.

- (j) Road signs. Members would advise the Clerk if they became aware of any road signs in and around the village which were obscured by vegetation. Further to the concern expressed by Cllr D Hughes as to the condition of a School Lane nameplate at the war memorial, the signwriter had been 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 the 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. Action had been taken by the Area Highways Manager to rectify this sign.
- (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. There was nothing further to report at this stage.
- (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. There was nothing further to report at this stage following the condition of the reinstatement of this heavily trafficked section of the road being inspected by the Clerk at a site meeting with the Area Highways Manager.
- (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 former councillor W 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 now 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.

(zc) Patching, Oaklands. Further to Cllr Paterson expressing concern with respect to further subsidence outside 44 Oaklands, there was nothing further to report at this stage following the work being inspected by the Clerk at a site meeting with the Area Highways Manager.

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

(iv) Lighting. There were no faults to report.

9 Finance:

(i) Income:

Bank interest
5 May 2011 £ 0.89

Cheshire West and Chester Council
Precept 2011/12 £16,423.00

Wreath donations
2010, 2011 £ 36.00

(ii) Payments:

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

Gresty

Lengthsman
Jan-March 2011 £ 256.50**

Grounds mntce £ 105.00

Bench repairs
£ 96.00
£ 457.50

Morrall Play Solutions
Annual inspection £ 51.00 (inc VAT £8.50)

Gresty

Lengthsman £ 80.00
Gnds mntce £ 160.00
£ 240.00

D Tubman Esq
Internal audit £ 45.00

S&H Services
Shelter cleaning £ 17.00

Clerk:
Lock and chain £ 25.48

Postage £ 2.36

Photocopies
285 @ 5p £ 14.25

11/12 035

Mileage	
8 @ 40p	£ 3.20
	£ 45.29

* Query resolved. Cheque not issued.

** amended to delete four weeks due to disruption. Now confirmation of an urgent payment.

Proposed by Cllr D Hughes
seconded by Cllr Roberts
and agreed.

(iii) Balances.

Co-operative Bank	
31 May 2011	£23,468.73

Scottish Widows no 1	
1 April 2011	£20,210.84

Scottish Widows no 2	
1 January 2011	£ 3,163.36

(iv) Report on contingency payments.

Budget:	£ 1,228.00
Payments:	£ 0.00

(v) Insurance: Extension of long term contract. Further to the Council entering into a three year contract wef 1 June 2010 with the transfer of the business to a new insurer on more favourable terms, the Clerk confirmed the annual renewal of that insurance, due on 1 June 2010 and agreed at the May meeting, had at the broker's suggestion involved a new three year agreement from 1 October 2011 with the intervening four month period being premium free.

(vi) Payment of employees, revised HMRC guidance. Cllr Paterson had helpfully put the necessary arrangements in hand.

(vii) External audit 2010/11.

(a) Annual return and statement of governance. Members gave detailed consideration to the annual return and statement of governance together with the supporting notes which had been circulated prior to the meeting. It was noted there was a clean return from the Internal Auditor. It was proposed by Cllr D Hughes, seconded by Cllr Davis and agreed that the annual return and statement of governance together with the supporting notes should be approved.

The Council expressed its thanks to the Internal Auditor, Mr D Tubman and the Clerk for their work in this respect.

(b) Audit Group. With the support of the Clerk and RFO, it was proposed by Cllr Roberts, seconded by Cllr Paterson and agreed that an Audit Group should be established comprising the Chairman from time to time and Cllr D Hughes to maintain a regular review of the Council's financial affairs and risk management.

(viii) Mileage. (a) Clerk. Cllr Paterson informed the tax free mileage rate had increased from 40p to 45p wef 1 April 2011. The Clerk would submit arrears to the July meeting. (b) Members. Due to the increased cost of fuel, the Council agreed to consider at the July meeting the introduction of arrangements for payments to Members incurring mileage outside the parish.

10 Environment Services:

(i) Recycling issues. (a) Chester waste collection and recycling contract. 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. There was nothing further to report at this stage following the Clerk securing prices for litter pickers which suggested 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. It remained unclear as to the arrangements which were 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. It was noted the Parish Council's contractor was working to a revised rota in the interim pending further information.

(iii) Dog fouling: (a) 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.** (b) Dog Control Order. Further to the Clerk informing that Cheshire West and Chester Council were exploring the opportunity to establish a borough wide Dog Control Order making it an offence to fail to remove dog faeces, the Clerk confirmed he had advised the Borough Council the Order would be supported. He had also sought clarification of the status of the existing Orders covering the playing field and the play area. Members were reminded the order, if adopted, would remove public confusion. Parish and Town Councils would be encouraged to support the promotion of responsible dog ownership and the Order itself through parish magazines and newsletters, the erection and replacement of signs provided by the borough council and by engendering public support and imposing peer pressure to challenge and report offenders. The Chairman confirmed the Council would be keen to promote responsible dog ownership.

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

(v) Noise issue. Further to a Member referring to the disturbance arising from a particular ice cream van which it was thought was unreasonable, the matter had been raised with the Borough Council by the Clerk.

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. 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 nothing further to report as to the 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. There was nothing further to report at this stage as to the view expressed by Cllr Davis that 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. There was nothing further to report this stage as to the indication that work would be carried out by Cheshire West and Chester Council 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 at a site meeting with the Area Highways Manager. The Clerk informed the Member of the current position.

(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, Oaklands/Porters Hill area. There was nothing further to report at this stage.

(xvi) Cheshire Landscape Trust. There was nothing further to report at this stage.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. There was nothing further to report at this stage. (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) Goway Community Forum. There was nothing further to report at this stage as to the concerns expressed by former councillor W Moulton as to the inaudibility of the proceedings.

(iii) Scrutiny review of the relationship between the principal authority and Town and Parish Councils. The Clerk reported the final report of the former Chairman of the Overview and Scrutiny committee, Cllr Andrew Dawson, was to be considered by the Borough Council's Executive on Wednesday June 8. The recommendations were:

"The recommendations of the former Overview and Scrutiny Committee review be endorsed, and:

(1) A Local Council Compendium be published annually on the basis of the details contained within the Scrutiny Report.

The Local Council Compendium be published electronically in a format that readily permits the data presented to be searched, sorted and manipulated by all.

The Local Council Compendium include an executive summary, populated with readily intelligible tables permitting a ready understanding of the data.

The Local Council Compendium be confined simply to matters of readily ascertainable fact and that each Local Council be given the opportunity to verify that the data published concerning them is correct. It is also suggested that the opportunity be given for each Local Council to provide a narrative comment about their parish and community and the plans they have and are seeking to implement.

(2) Clear Place Based Service Standards be put in place for all services and clearly communicated to Local Councils.

(3) The feasibility of introducing a differential council tax rate for non-parished areas which would allow such areas to also receive enhanced or additional services to those set out in Service Standards where the communities served are seen to require or request them in a democratically accountable fashion, be investigated.

(4) Options be identified for developing a "credits approach" which would allow Local Councils to ensure flexible local service provision in accordance with local priorities.

(5) (i) Support be given to the Cheshire Association of Local Councils (ChALC) in its work to promote the democratic role of Local Councils.

(ii) ChALC be asked to:

swiftly formulate flexible proposals to ensure the maximum accreditation of local councils under the "Quality Status" banner.

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consider and draw up proposals which would identify those other Local Councils in the Borough that in addition to those who currently hold the 'Quality Status' are capable of taking on enhanced opportunities and should be encouraged to work more closely with Cheshire West & Chester Council and partners; and draw up proposals to ensure that all Local Councils are represented by ChALC; and

(iii) ChALC and the Council consider how the services of a fully qualified clerk could be made available for all Local Councils at reasonable cost.

(6) The Council establish a Local Council Assembly comprising of all Local Councils in the area to meet at least once a year.

(7) A Borough-wide Community Governance Review be initiated ideally at the same time as, or ahead of, reviewing the Area Working arrangements.

(8) The current support arrangements for Local Councils be reviewed as detailed in the recommendations contained in the Scrutiny review.

(9) The decisions relating to the support that do not require additional input from Local Councils be published as soon as possible and publicised.

(10) Work be undertaken with ChALC to identify how those support products that would require financial or other commitment from Local Councils would be best taken forward.

(11) Local Councils in Cheshire West and Chester be asked to identify opportunities for joint working to achieve savings for local residents and to take forward the opportunities presented by the localism agenda.

(12) ChALC and the Council work together to re-invigorate the Parish Plan process, together with those of Village Design Statements and Village Appraisals to ensure Local Councils are at the heart of development and delivery of plan for their locality; and

(13) All Local Councils and ChALC be encouraged to work with the Cheshire West UK Youth Parliament Representatives to identify mechanisms to actively encourage young people to be involved in the work of their Local Council.

Reason for the Decision

To ensure continued engagement and partnership with Local Councils.

(iv) 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.

(v) Rural Conference 23 June 2011, 10am, Oulton Park. Cllr D Hughes kindly indicated his availability to represent the Council at this conference. This was agreed.

(vi) Consultation on proposed changes to home to school transport. The Clerk drew to Members' attention the proposal by the Borough Council to withdraw discretionary denominational and post 16 travel.

(vii) Nomination of Town and Parish Council representatives to Standards Committee. The Clerk drew the attention of Members to be nominated should they so wish.

14 Cheshire Community Action. Further to Cllr D Hughes informing he had not been contacted during the previous 12 months as to any meeting of the Village Halls Forum, further inquiries were being 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. Further to a Member informing of the use of the dell by a 4x4, PC Boulton had been informed.

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

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

It was understood PC Boulton hoped to be able to attend the fete.

18 Newsletter. The Clerk informed the next issue of the newsletter would contain the summary annual report. 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. Further to Cllr Paterson suggesting that consideration might be given to areas where future planting might take place, Members would identify sites for planting. **Action: All Members.** It was noted the Council had agreed the quantity of bulbs to be ordered at the July meeting should be commensurate with Members' capacity to plant them.

21 Parish IT. The need for photographs of Members to complete the web page was noted. Cllr Paterson encouraged Members to report any information on the site which was not up to date.

22 Primary School. It was noted an application was expected shortly for an extension to the school buildings. Cllr Hughes advised the sole male teacher at the school was to leave.

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 had been advised this would be the case. (ii) Fête. Cllr Paterson would assist in the Council receiving the expected application.

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 Network Rail communications mast. There was nothing further to report at this stage.

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

29 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, there was nothing further to report at this stage.

30 Member's information items.

Trees and shrubs obstructing footpaths. A Member inquired as to the process to be followed in the event of a concern. It was noted the matter ultimately rested with the highway authority. Alternatives included the Council dropping a friendly note or Members visiting.

Enhanced broadband. Cllr D Hughes referred to various initiatives to achieve enhanced broadband. The Clerk understood a campaign had been launched by Huntington PC and would contact the Clerk. **Action: The Clerk.**

Street lighting, Heath Bank. Cllr Roberts referred to a concern as to the adequacy of the street lighting on part of Heath Bank. This would be progressed. **Action: The Clerk.**

Foliage. Cllr Paterson referred to the obstruction of signage at the play area by foliage. An inspection would be made by the Clerk. **Action: The Clerk.**

Casual vacancy. Cllr Davis inquired as to the procedure to be adopted by the Council should a casual vacancy arise. The Clerk responded.

31 Information correspondence.

Leisure Services: Mid Cheshire Footpath Society Walks Programme July-December 2011.

ChALC: May 2011 newsletter, Training sessions May and June 2011; Localism, an Introduction: Wednesday 29 June 2011.

NALC: Conference and exhibition.

Cheshire West and Chester Council: Unauthorised developments over bank holiday periods; Members briefings 210, 211, 212, 214; Keeping track of national government issues for local government; Standards newsletter no 4.

Cheshire Community Action: Social media workshop; Local Community Support; Job vacancy; North Cheshire Network Launch.

Cheshire County Playing Fields Association newsletter Spring 2011.

CPRE: Campaign update; Countryside Voice Spring 2011.

Policing: Rural Inspector's Updates; On the Grapevine; PC R Boulton newsletter.

Home Watch: National Family Week; Information from Trading Standards.

Public Service Efficiency News

Historic towns Forum Update.

Northern Voice June 2011.

Appeals: British Red Cross.

Matters considered in the absence of the press and public.

The 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 was moved by the Chairman, seconded by the Vice Chairman and agreed.

32 Insurance for volunteers. The Clerk reported further on insurance cover for a prospective volunteer. It was agreed the volunteer should be offered the opportunity to consider the terms offered.

33 Possible enforcement issues. (i) Development control. A Member referred to a possible development control issue. It was agreed advice should be sought from the appropriate officers. (ii) Noise. A Member referred to the receipt of a complaint concerning noise. It was agreed further inquiries would be made by the Clerk.