

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 7 March 2011 in Guilden Sutton Village Hall.

Chairman: Cllr P M Paterson.

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

In attendance: Cllr S Parker, PC R Boulton, PCSO L Beddows, B Lewin Esq, Public Rights of Way Warden/Webmaster.

1 Procedural matters.

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

Apologies were received from Cllr B J Bailey.

(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 7 February 2011. The minutes of the ordinary meeting of the Council held on Monday 7 February 2011 where proposed by Cllr A Davis, seconded by Cllr W Moulton and agreed as a correct record.

(iv) Dates of future meetings:

Mondays 4 April, 9 or 16 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. Cllr Fisher indicated that regrettably he would be tendering his apologies.

Further to the Clerk informing he was considering if it would be possible to hold the annual meeting of the Council on the proposed date of Monday 9 May, 2011 given the election would have taken place on the immediately preceding Thursday which raised a question as to due notice, a decision would be taken following publication of the statement of persons nominated.

(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) Royal Garden Party 2011. There was nothing further to report at this stage as to the nomination of the Chairman to attend a Royal Garden Party to be held on Wednesday 29 June 2011 if successful in a ballot taking place on the 7th inst.

(ix) Elections 5 May 2011. The Clerk reported the receipt of election packs for the parish elections taking place on 5 May 2011 which had been distributed to Members. He further reported he had attended part of a briefing at HQ earlier in the evening given by the Returning Officer and the Electoral Services Manager. It was noted that nomination papers should be returned by appointment.

2 Community engagement.

(i) Public speaking time.

Cllr S Parker advised on the Cheshire West and Chester Council budget, the continuation of the Rural Development Fund, an increase in Members' Personal Budgets, the implementation of the proposed 30mph limit on Station Lane and changes to arrangements for consultation on planning applications under which Town and Parish Councils would not receive paper copies of plans or decisions,

Cllr Parker responded further to Members' questions and was thanked for his attendance.

PC R Boulton informed a Police surgery would take place on Saturday 12 March 2011 at 10am and referred to crime and policing issues. A Member advised of 4x4 vehicles parking on the footway in Hill Top Road at school times.

PC Boulton and PCSO L Beddows responded further to Members' questions and were thanked for their attendance.

The Public Rights of Way Warden referred to the provision of a dog bin at the Guilden Sutton access to the Greenway and the problem of increasing litter on the Greenway and dog fouling. The Warden raised the possibility of appropriate posters being displayed on noticeboards.

The Warden responded further to Members' questions and was thanked for his attendance.

(ii) Report of surgery held on Saturday 5 March 2011. The Clerk and Cllr Moulton reported. No parish issues had been raised.

It was agreed the surgery to be held on Saturday 2 April would be attended by Cllrs Paterson and J Hughes.

3 Planning.

(i) New applications.

10/04083/FUL change of use of agricultural land to caravan and camping site to include shop, reception, office, three amenity blocks, landscaping and roadworks at Rose Manor Farm, Warrington Road, Mickle Trafford. The following response was made:

My Council has resolved to OBJECT to this proposal as Members are not persuaded there are sufficient very special circumstances to justify inappropriate development in the Green Belt (PPG2, ENV 63). Given the fragility of the Green Belt in this part of Chester, the Council supports the objectives to check the unrestricted sprawl of large built-up areas (Chester and Ellesmere Port), to assist in safeguarding the countryside from encroachment and to preserve the setting and special character of historic towns (Chester).

11/00622/EXT extension of time to implement permission 08/00423/FUL, single storey front and side extension at 28 School Lane CH3 7ET for Mr and Mrs R Wilkinson. The officer's report on the original application had been circulated by the Clerk. No objections had been raised although Members had forwarded observations. It was agreed that no objection should be raised subject to confirmation the LPA was consulting the same properties as on the previous occasion.

(ii) Decision notices.

The Clerk informed there were none to report.

(iii) Parish Plan.

(a) Progress report. The Chairman reported further.

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

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

(v) Strategic Planning.

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

(b) Gypsy and Traveller issues. The Clerk confirmed he intended to meet the Cheshire Partnership Gypsy and Traveller Liaison Officer in due course.

(vi) Development control process. (a) Demonstration on Electronic Consultation with the Planning Service. The Clerk reported the receipt of advice that in keeping with the drive by Cheshire West and Chester Council to provide effective and efficient customer service, a change was being made to electronic methods of consultation. From 1 April 2011 the Planning Service would no longer be issuing paper consultations/decisions to consultees, including Town and Parish Councils. By engaging with the principal authority electronically Town and Parish Councils would help to make the service more efficient and customer focussed as well as ensuring Town and Parish Councils had the information they needed. In the past information had been mainly paper-based which in its nature was not only costly, but not always timely. By using the new Public Access system Town and Parish Councils would have all the information they needed at the touch of a button making their processes more efficient and easier to carry out.

To assist with the transition, the Local Planning Authority would be demonstrating both the new process and also ICT equipment at morning and afternoon sessions at Backford Hall on 16 March 2011. Members expressed concern at the effect of the withdrawal of large scale paper plans on their ability to consult appropriately. Those wishing to attend the training would advise the Clerk. **Action: All Members.**

4 Quality Council issues.

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

(ii) Moving Towards Quality Parish Council Status. (a) Conduct of Council business. The NALC model standing orders would be considered by the Quality Council group which now consisted of the Chairman, Vice Chairman, Cllr Brown and the Clerk. Further to the Clerk informing of the availability from the National Association of Local Councils of a guide on the administration law for local councils in England and Wales and that the Council's current copy of Local Council Administration was now some years old, further inquiries were being made as to the cost of both publications. **Action: The Clerk.** (b) Work programme. There was nothing further to add at this stage to the report to the February meeting.

5 Parish car park.

(i) Grounds maintenance. Performance against specification by the contractor, including the need for the grass to be cut on a regular basis and for weeds to be removed from the hard surface would continue to be closely monitored. It was not known at this stage whether the proposed spraying of weeds had taken place.

(ii) Improvement scheme. (a) Boundary treatment. 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. It was noted this had now been installed.

(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. It was noted the field side goal mouth required attention. This would be brought to the attention of the grounds maintenance contractor. **Action: The Clerk.**

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

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

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

(ii) Children's Play Area.

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

(b) Inspections. (i) Annual statutory inspection. Further to the decision at the previous meeting, the Clerk confirmed he had contacted the inspector who had carried out the statutory inspection in 2009/10 as to the inspection for 2010/11. (ii) Rota. The Chairman had recirculated the report form. (iii) Maintenance. 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.**

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

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

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

(f) Risk assessment. The Clerk was pursuing an estimate for the purchase of a suitable lock and chain to enable the closure of the play area should this be necessary together with a sign indicating the play area had been closed on health and safety grounds and should not be entered. **Action: The Clerk.**

(iii) Public Footpaths.

(a) Footpath 7. Further to Cllr Paterson informing of low branches from trees overhanging the route, which it was noted would be the responsibility of the landowner, there was nothing further to report at this stage as to the comments by the Public Rights of Way Warden relating to an inspection by the Tree Officer, with particular reference to concerns that branches could fall on the right of way. The Warden believed the trees were dying back and declining rapidly.

(b) Footpath 2: Clearance and sweeping. Further to the Clerk informing he had met the Streetscene Area Manager to inspect progress towards improving the condition of this path together with the dingle steps, the 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. 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. (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 had offered the equipment to Messrs Gresty who had collected the strimmer from the Warden.

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

(f) Greenway. (i) Cyclists/Pedestrians. There was nothing further to report at this stage as to additional signage to inform both cyclists and pedestrians emerging from the Garners Lane access and traffic on Guilden Sutton Lane. (ii) Surface, Garners Lane. Further to the comments made by the Public Rights of Way Warden as to the unsatisfactory condition of areas of the existing surfacing of Garners Lane, a response was awaited from the Public Rights Way Unit to which the issue had been referred. (iii) Garners Lane, ownership. Further to the Clerk informing he had contacted the Public Rights of Way Unit to ascertain the ownership of Garners Lane, the Council remained disappointed that a response was still awaited to this and the inquiries referred to above. (iv) Use by horse riders. There was nothing further to report at this stage. (v) Volunteer Day 12 March 2011, 10am, Mickle Trafford. The Clerk informed of this activity.

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

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

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

(vi) Fox Cover. (i) Landscaping. The Clerk informed a response was awaited to his approach to Cheshire West and Chester Council as to the verge being included in a schedule.

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

(viii) Multi use games area. 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.

(xi) Equine interests. Further to Cllr J Hughes suggesting there was a need for information to assist motorists when passing horse riders on roads within the parish, the Clerk was approaching the British Horse Society for advice which would be included in the newsletter. **Action: The Clerk.**

7 Public transport.

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

(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) Further to Members and the Clerk receiving 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, the Clerk informed the following response had been made, for which the Council had been thanked:

Thank you for the information.

10/11 160

Guilden Sutton Parish Council supports investment in value for money rail infrastructure such as the Halton Curve, which would improve links to Liverpool John Lennon Airport and the Liverpool branch of the West Coast Main Line and your own link which would clearly improve trans Pennine journey times.

He further advised the Council of his understanding that the prospect of action on any such schemes, including the Halton Curve, had been deferred to 2015 by the coalition Government. **Action: Noted.**

8 Highways.

(i) Major schemes.

There was nothing further to report at this stage.

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

(iii) Current issues

(a) Speed issues. Cllr Moulton informed the further meeting with the Police due to take place on 15 February 2011 had not taken place. A response was awaited from Cllr Bailey as to the impression given that Cheshire West and Chester Council had no policy in place for speed or Community Speedwatch issues and that the speed limit review was to be discontinued.

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

Inquiries would be made by the Clerk as to the arrangements for sessions with the Speed Indicator Device and the radar gun.

(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. The Clerk informed that following his renewed approach to the highway authority as to the status of the intended 30mph limit, he understood 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. This was being dealt with by Cllr Bailey. PC Boulton had been made aware of the disappointment of a resident that one of two vehicles seen stationary in the gap in the central reservation was a police car.

(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 Clerk informed an estimate of £45 had been received from the signwriter. This was agreed.

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

(o) Parish boundary signs (i) Guilden Sutton Lane. The state of this sign remained with the Area Highways Manager.

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

(q) Verges, Guilden Sutton Lane CDS. There was nothing further to report at this stage.

(r) Speed limit, Station Lane. There was nothing further to report at this stage other than that minuted above.

(s) Flooding, Wicker Lane. There was nothing further to report at this stage.

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

(u) Steps, Heath Bank to Guilden Sutton Lane. The condition of these steps remained with the Area Highways Manager.

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

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

(x) School Lane. 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. Cllr Davis referred to the condition of the boundary wall concerned.

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

(z) Winter maintenance. Further to the suggestion by Cllr D Hughes that Mr Arden should be thanked for the snow clearing he had undertaken, the Clerk informed this had been done.

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, the Clerk advised this should 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. The Clerk reported the receipt of a suggestion by Mrs Kirk that the signs should be refurbished. It was agreed estimates should be sought by the Clerk and a request would be made to Ward Members for a contribution from their Personal Budgets following the election.

(zc) Closure of Guilden Sutton Lane/School Lane, week beginning 14 February, 2011. The Clerk informed of the receipt of this temporary closure notice to enable patching to be carried out. Cllr Paterson further expressed concern at the condition of patching beneath the A55 bridge and reported further subsidence outside 44 Oakland. These would be brought to the attention of the Area Highways Manager **Action: The Clerk.**

(zd) Hoole roundabout advertising, correspondence. The Clerk reported the receipt of correspondence from a member of the public in Vicars Cross as to the distraction caused by this advertising. The correspondence had also been forwarded to Mickle Trafford and District Parish Council.

(iv) Lighting. There were no faults to be reported.

9 Finance:

(i) Income:

Co-operative Bank Interest 4 February 2011	£	1.22
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(ii) Payments:

J Carswell Esq

Signs	£	408.00 (inc £68.00 VAT)
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Ringwood Fencing

Sign posts	£	141.77 (inc £23.63 VAT)
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Clerk

Telephone	£	5.00
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Photocopies 395@5p	£	19.75
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Land Registry search	£	4.00
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Mileage		
40 @40p	<u>£ 16.00</u>	
	£ 44.75	

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

(iii) Balances

Co-operative Bank		
1 March 2011	£ 9,922.13	

Scottish Widows no 1		
1 January 2011	£20,210.84	10/11 163

Scottish Widows no 2
1 January 2011 £ 3,161.41

(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. There was nothing further to report at this stage. Details would appear in the newsletter.

(vii) Payment of employees, revised HMRC guidance. The Clerk reported a decision by HMRC that from 1 April 2011, all existing arrangements for Clerks to account for tax on their salaries would be replaced by a requirement for the Council to register as an employer and to pay Clerks net of tax (and National Insurance where applicable), with tax payments being remitted to HMRC electronically. No payments should be made to Clerks before this arrangement was in place. The Chairman had kindly agreed to assist with the implementation of the change.

(viii) External audit 2010/11 update session, Delamere, Wednesday 30 March 2011. The Clerk reported this session, organised by the Cheshire Association of Local Councils, was to be conducted by the District Auditor and requested approval to attend for which a fee of £5 would be payable. This was agreed.

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 J Hughes referred to a Members Briefing Note on recycling, prepared by Cheshire West and Chester Council, which had been circulated by the Clerk.

(ii) Amenity cleansing. (a) Grot spots. Members would advise the Clerk of locations at which they believed action was necessary. **Action: All Members.** Litter in the vicinity of the Village Hall raised at the surgery held on Saturday 5 February 2011 appeared to have been dealt with by the contractor. (b) Litter pickers. Further to the Clerk securing prices for litter pickers, he informed the equipment previously used by the Council, costing in the region of £15, appeared to be the most appropriate as cheaper alternatives had unfavourable reviews. (c) Streetscene. Further to the meeting held with Streetscene officers of Cheshire West and Chester Council to discuss the application of the proposed new base level Streetscene standards within the parish and to officers agreeing to inspect the difficult areas within the parish with the Clerk, the Clerk informed it was anticipated a site meeting would take place shortly. Action: **The Clerk.**

(iii) Dog fouling: (a) Requests for additional bins. There was nothing further to report at this stage. (b) Notices. Further to the issue raised by the Public Rights of Way Warden at Public Speaking Time, it was agreed that appropriate notices should be displayed on the noticeboards subject to consultation with The Clerk. **Action: Public Rights of Way Warden, The Clerk.**

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

11 Trees and Hedges.

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

(ii) Canopy, Porters Hill. There was nothing further to report at this stage. The issue remained with the Area Highways Engineer who was understood to be reviewing the matter.

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

(iv) Land, Church Lane. Further to the Council being informed of overhanging branches to trees on private land which it was thought could be a potential hazard, the Clerk had informed 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 had completed an application form seeking 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. There was nothing further to report at this stage as to the school access adjacent to the end terrace property which 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. There was nothing further to report at this stage.

(xi) Trees adjacent to Summerfield House. There was nothing further to report at this stage.

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

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

(xiv) Satellite reception, trees, the dell. The Clerk informed he had referred to Cllr S Parker a complaint from an adjoining occupier that the growth of trees in the dell was obstructing satellite reception.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. The Clerk informed a special meeting had taken place on Tuesday 8 February 2011 to discuss relationships between the Area Meeting and Cheshire West and Chester Council's Community Forums and Area Partnership Boards. A further meeting was to be held.

(ii) Pay settlement 2010/11 and 2011/12. There was nothing further to report at this stage.

(iii) Quality Parish Council Forum 18 February 2011. The Clerk informed he had attended this forum at which Weaver Vale MP Graham Evans had spoken and answered questions on the coalition Government's vision of the Big Society and the role of local councils within that concept.

13 Cheshire West and Chester Council.

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

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

(iii) Goway Community Forum. A meeting of the Forum had taken place on Tuesday 8 February 2011. Cllr J Hughes referred to an intended presentation on energy saving, which had not been possible and to a road show to take place at the Guildhall in Chester on 26 March 2011.

In connection with a review of the Community Forum Cllr Moulton expressed concern at the inaudibility of the proceedings. The Clerk supported Cllr Moulton's concerns and said he had completed access forms at a number of Cheshire West and Chester Council venues he had attended where this had been an issue.

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

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

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

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

(viii) Contact card. Further to the suggestion that Cheshire West and Chester Council might produce a card showing the telephone numbers which people should contact with frequently raised issues, there was nothing further to report at this stage, the matter having been raised with the parish liaison officer.

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

(x) Building a Big Civil Society. Further to the Clerk informing of the seminar taking place earlier in the day at Ellesmere Port Civic Hall organised by West Cheshire Together to help develop a West Cheshire Big Society Action Plan, it had not been possible for the Council to be represented.

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.

(ii) Crime. The incident of anti social behaviour raised at the February surgery had been reported to PC Boulton who had visited.

(iii) Parking, Arrowcroft Road. There was nothing further to report at this stage.

18 Newsletter. Further to Members noting the Government was proposing restrictions on Council newsletters, further inquiries were being made by the Clerk. **Action: The Clerk.**

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 by Cllr Fisher, PC Boulton had been 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. There was nothing further to report at this stage.

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

22 Primary School. There was nothing further to report at this stage.

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. (ii) Land adjoining 7 School Lane. Further to Mrs Batterham inquiring as to the ownership of a hedge adjoining her property which she wished to cut, the Clerk reported he had carried out a Land Registry search which had provided Mrs Batterham with the required information as to the owner.

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

25 Community events: Holiday Club. The Clerk reported the receipt of an inquiry from the organisers of the Holiday Club as to whether an application would be necessary in 2011. It was agreed this would be the case.

26 Land Registry. Further to the Clerk reporting the receipt of an approach by the Land Registry as to parish councils ensuring their land was registered at a discounted fee from £30 for an estate valued at up to £50,000, the matter was being pursued by the Clerk. **Action: The Clerk.**

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

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

29 Guilden Sutton Community Association: constitution. There was nothing further to report at this stage.

30 Member's information items.

Right to Buy. Cllr Paterson referred to a right to buy proposal relating to community assets outlined in a Cheshire West and Chester Council Members Briefing. Further inquiries would be made by the Clerk. **Action: The Clerk.**

31 Information correspondence.

Procedural matters: Localism Bill.

Planning: Rural planning facilitation services.

Leisure Services: Greenway volunteer day 12 March 2011, 10am, Mickle Trafford access; RoSPA, playground inspections.

Finance: Parish Matters insurance newsletter.

Creating low carbon communities.

Cheshire Association of Local Councils/National Association of Local Councils: ChALC newsletter; NALC working lunches at 2011; Request for information re web sites; Appointments to Cheshire West and Chester Council Standards Committee.

Cheshire West and Chester Council: Rural West web pages; Olympic poster exhibition; Keeping track of national issues for local government; Partnership Bulletin 25; Members briefing notes.

Cheshire Community Action: Renewable energy and planning events; St Patrick's Day Celebration; Newsletter February 2011; Annual Review 2009-10; The Playing Field Winter 2010/11.

Policing: On the Grapevine; Rural Inspector's Updates; Budget reductions; Homewatch: Scams awareness, Cannabis farms, Security alarms.

Clerks and Councils Direct, March 2011.

Appeals: North West Air Ambulance; Brain Injury Rehabilitation and Development.

Matters considered in the absence of the press and public.

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

Nil.

