

Guilden Sutton Parish Council

Minutes of the annual meeting of the Council held on Monday 9 May 2011 in Guilden Sutton Village Hall.

Chairman: Cllr P M Paterson.

Present: Cllrs I Brown, A Davis, D M Fisher, J Hughes, M Kerfoot, M S J Roberts, P M Paterson.

In attendance. W Moulton Esq.

1 Procedural matters.

(i) Results of the Parish Council election held on Thursday 5 May 2011.

The Clerk reported the following Members had been elected in the Parish Council election held on 5 May 2011.

Brown, Imogen Sue, 5 Cathcart Green;
Davis, Alan Bruce, 34 School Lane;
Fisher, Danny Michael, 5 The Dell;
Hughes, Derek, 47 Oaklands;
Hughes, Jane, Wicker House, Wicker Lane;
Kerfoot, Michelle, 42 School Lane;
Paterson, Patricia Margaret, 46 Oaklands;
Roberts, Michael Stephen John, 113 Oaklands (Indt).

The votes cast were as follows:

Brown, Imogen Sue 336
Davis, Alan Bruce 336
Fisher, Danny Michael 331
Hughes, Derek 333
Hughes, Jane 316
Lloyd-Kerfoot, Michelle 306
Moulton, Bill 265*
Paterson, Patricia Margaret 321
Roberts, Michael Stephen John (Indt) 462

* not elected.

Members present signed their statutory declaration of acceptance of office.

The Chairman welcomed Cllr M S J Roberts. She referred to the sad farewell of former councillor W Moulton and paid tribute to his championing of speed, police and public transport issues.

(ii) Election of a Chairman of the Council for 2011/12.

Cllr J Hughes was proposed by Cllr D Fisher and seconded by Cllr I Brown. There being no further nominations, Cllr J Hughes was elected unanimously.

Cllr J Hughes in the Chair.

Cllr J Hughes signed her statutory declaration of acceptance of office and expressed her thanks to the Members of the Council for electing her as Chairman. She then proposed a vote of thanks to the retiring Chairman and the Council agreed unanimously to place on record its sincere thanks and appreciation to the retiring Chairman of the Council for her service during her year of office.

The retiring Chairman, Cllr Paterson, thanked all those who had helped her during her term of office and thanked Members for the support they had given throughout the year.

(iii) Apologies. Apologies were received and accepted from Cllr D Hughes.

Apologies were received from Cllrs M and S Parker, PC R Boulton, PCSO L Beddows. 11/12 013

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

(v) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 4 April 2011.

The minutes of the ordinary meeting of the Council held on Monday 4 April 2011 were proposed by Cllr Paterson, seconded by Cllr Kerfoot and agreed as a correct record subject to the Apologies being amended to record apologies being received and accepted from Cllrs Brown and Fisher and to show Cllrs D Hughes and Kerfoot as being present.

(vi) Election of a Vice Chairman of the Council for 2011/12.

Cllr D Fisher was proposed by Cllr Roberts and seconded by Cllr Kerfoot. There being no further nominations, Cllr Fisher was elected unanimously.

Cllr Fisher signed his statutory declaration of acceptance of office and expressed his thanks to the Members of the Council for electing him as Vice Chairman.

(vii) Election of representatives/attendees to outside bodies:

(a) Cheshire Association of Local Councils, Chester Area Meeting (three representatives). It was agreed the Chairman and Vice Chairman should be the nominated representatives. The Clerk informed that all Members were welcome to attend but in the event of a vote, only three should participate. He further informed of his understanding the future of the Area Meeting was under review.

(b) Cheshire Community Council Village Halls Forum. It was agreed that Cllr D Hughes should continue.

(c) CPRE. It was agreed that Cllr Brown should continue.

(d) Guilden Sutton Village Hall Management Committee. It was agreed Cllr J Hughes should continue.

(e) Cheshire West and Chester Council Gowy Community Forum. It was agreed the Chairman and Vice Chairman should be the representatives. The Clerk informed that all Members were welcome to attend.

(f) Cheshire Police Authority Western Division Police Question Time Meeting. It was agreed that Cllr D Hughes and Cllr A Davis should attend.

(viii) Appointment of office holders.

(a) Parish Rights of Way Warden. It was agreed that B Lewin Esq should be invited to continue.

(b) Parish Tree Wardens. It was agreed that Cllr Brown and A Young Esq should be invited to continue.

(c) Local Bus User Contact. It was agreed that W Moulton Esq should be invited to continue.

(ix) Advisory panel. The Clerk invited Members to consider the establishment of an Advisory Panel, the Chairmanship and Membership of which would be determined at a later stage. A report had been circulated.

He informed that Members would be aware the pace of change was accelerating particularly so far as the relationship between Cheshire West and Chester Council and Town and Parish Councils, Localism and particular issues such as electronic consultation on planning applications and the emergence of neighbourhood plans were concerned.

The effect on the workload of Members and the Clerk was not known but was more likely to increase than not. The capacity of the Council to respond on behalf of the community was therefore a key issue.

Under s. 102(4) of the 1972 Act, a Council could establish advisory committees, known sometimes as working parties/groups/panels, to advise the Council in any matter relating to the discharge of its functions. Such committees may be wholly comprised of persons who are not Members of the Council. In practice, and dependent on their terms of reference, advisory committees were usually comprised of both councillors and those who were not Members of the Council.

Most non-councillor members did not have voting rights. In general terms the Code of Conduct applied. The Clerk suggested that Members might consider the availability of such a panel, to be constituted at relatively short notice, could be helpful in dealing with a particular issue in which the Council may become involved and could help to spread the load. As an example, the proposed creation of a neighbourhood plan could draw on the expertise of Members of the Council with an interest in strategic planning, members of the community involved in the Parish Plan, active residents not involved in the Council and members from adjacent Parishes which might be included in the neighbourhood. Such a body would, in addition, help to promote community engagement and the democratic process.

He recommended an Advisory Panel should be established on the basis not to appoint a panel could deprive the Council of capacity to best deal with an important emerging issue to the disbenefit of the community.

This was proposed by Cllr Paterson, seconded by Cllr Fisher and agreed. The Clerk thanked the Council for their consideration.

(x) Dates of future meetings:

Mondays 6 June, 18 July, 5 September, 3 October, 7 November, 5 December, 2011.

(xi) Code of Conduct. (l) The Clerk would prepare and circulate a note of the main points made by the former Monitoring Officer in due course. **Action: The Clerk.** (b) Declarations of acceptance of office. The Clerk informed these would now be held within the Parish rather than by the Monitoring Officer. (c) Register of interests. The Clerk advised Members these should be completed within 28 days of the date of the election. **Action: All Members.** These would now be held within the Parish rather than by the Monitoring Officer.

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

(xiii) Review of handling of information correspondence. The Clerk referred to the continued increase in the volume of information correspondence being received. He suggested its handling might be reviewed by the new Council in due course. **Action: Agreed.**

(xiv) Election of Members for the Cheshire West and Chester Council Chester Villages ward at the election held on 5 May 2011:

Cllr Margaret Parker (Con).

Cllr Stuart Parker (Con).

It was agreed that Cllrs M and S Parker should be congratulated on their election and that former councillor B J Bailey should be thanked for his interest in the Council's business over very many years. **Action: The Clerk.**

2 Community engagement.

(i) Public speaking time. W Moulton Esq referred to his wish to continue to be involved in speed matters. This would be visited at the appropriate point in the agenda.

(ii) Report of surgery held on Saturday 7 May 2011. Cllr Davis had presided with the Clerk. No issues had arisen.

(iii) 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. The Clerk informed of the receipt of this retrospective application. Members had previously noted that, on the one hand, solar panels normally would not require permission but that on the other, on the Oaklands estate permitted development rights had been removed. The need for a consistent approach to future applications was visited although it was accepted that each proposal should be taken on its merits.

Further inquiries had been made by Cllrs J Hughes and former councillor W Moulton who were not residents of the estate. Cllr J Hughes reported that 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.

It was proposed by Cllr Paterson, seconded by Cllr Fisher and agreed that the following response should be 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".

11/01226/TPO Sycamore, 30% reduction/reshaping, War Memorial, Station Lane. There was nothing further to report at this stage.

Tree applications: notification to Town and Parish Councils. Further to the Clerk advising that the LPA had apparently ceased to consult the Council on tree applications although he was aware from those tree applications which went to the Planning Board that neighbour's views were sought, he reported he had raised the issue with the Development Planning Manager who had consulted specialist officers. They had confirmed that parishes were consulted on applications to fell but not on those to prune. Only one such application had arisen in the parish since April, 2009 involving a tree at The Vicarage. In that case, the ward members had been consulted but not the Parish which had been an oversight.

11/01738/FUL, single storey side extension at 1 Arrowcroft Road for Mr N Craig. Further inquiries would be made by Cllrs J Hughes and Davis.

(ii) Decision notices.

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. Planning permission.

(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.** A specific event for Town and Parish Councils would take place in the early summer.

(vi) Development control process. The Clerk informed of his understanding the LPA now intended to roll out the new procedure on a council by council basis, commencing with Winsford Town Council which was co located with the development control service.

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 expressed a wish to attend chairmanship training taking place on 2 June and 27 July 2011.

(ii) Moving Towards Quality Parish Council Status. (a) Conduct of Council business. The NALC model standing orders would be considered by the Quality Council group which now consisted of the Chairman, Vice Chairman, Cllr Brown and the Clerk. Further to the Clerk informing of the availability from the National Association of Local Councils of a guide on the administration law for local councils in England and Wales and that the Council's current copy of Local Council Administration was now some years old, further inquiries were being made as to the cost of both publications. **Action: The Clerk.** (b) Work programme. The Clerk reported he had attended a pre assessment with the Development Officer who had made a number of helpful suggestions as to content and actions the Council could consider to ensure compliance with the requirements. Completion of the portfolio was in hand as the new Council complied with the electoral mandate.

The Clerk reminded Members that as part of the submission for Quality Council status, a Training Statement of Intent should be prepared and approved which would commit the Council and Members, collectively and individually, to seek continuous improvement to their skill sets and knowledge. The Council was fully supportive of the Cheshire Training Partnership with which it engaged closely to ensure that Members of the Council and the Clerk had the necessary skills and competencies. Training provided in the past had been extremely valuable. In considering the Council's future requirements, a review had been undertaken by the Chairman and Clerk to identify the future training needs of both Members and the Clerk taking account of the training and development opportunities provided by the Partnership and by other bodies such as Cheshire West and Chester Council, the Audit Commission and the Local Strategic Partnership. This was set against the background that all Members of the new Council would be returning Members or would have previous local council experience.

The Clerk had circulated a draft statement of intent, with which the Chairman concurred, which 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.

Members were invited to express their commitment to this statement. This was proposed by Cllr J Hughes, seconded by Cllr Fisher and agreed. It was noted that 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. It was not known at this stage whether the proposed spraying of weeds had taken place.

(ii) Improvement scheme. (a) Boundary treatment. Further to it being noted a commercial vehicle had been parking on the car park and in so doing appeared to have damaged the retaining timber to the boundary, a site inspection had been carried out by the Clerk and the vehicle had not been present.

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. Further to the Clerk being authorised to seek an estimate for the painting of the posts, the Clerk informed that on further consideration he had suggested the posts should be dark stained rather than painted which would be more aesthetically appropriate.

11/12 017

An estimate would be prepared on that basis. **Action: Noted.**

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

6 Leisure Services

(i) Children's Playing Field:

(a) Grounds maintenance issues. The continued absence of a bag in the litter bin was being raised by Cllr D Hughes with the contractor. **Action: Cllr D Hughes.** The need for the field side goal mouth to receive attention was being brought to the attention of the grounds maintenance contractor. **Action: The Clerk.**

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

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

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

(ii) Children's Play Area.

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

(b) Inspections. (i) Annual statutory inspection. The report of the statutory inspection was awaited. (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 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.**

(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 is to Cheshire West and Chester Council. No action had been taken. **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. 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. It was noted the annual general meeting would take place on Wednesday 11 May 2011.

(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) Request for funds. Further to the Clerk reporting 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. It was noted The Woodland Trust might be able to assist with tree planting on the route although the question of ownership was raised together with responsibility for the future maintenance of the trees and surrounding land.

(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, the Clerk confirmed that following advice from the Public Rights of Way Warden, a response had been made indicating support for the general principles within the draft plan.

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2011/12. The Clerk reported the receipt of a tender from the present contractor for 2011/12. Prices which had been held for the last two seasons had not been increased apart from fuel costs. It was agreed the tender should be accepted.

(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.

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

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

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

(x) Community Garden. Cllr Paterson informed further of guidance which may be available to Mr Palmer should one of the two possible sites under consideration come to fruition.

7 Public transport.

(i) C27 Cllr Roberts referred to a possible change to the departure point for this service. Further inquiries would be made.

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

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

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

8 Highways.

(i) Major schemes.

There was nothing further to report at this stage.

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

(iii) Current issues

(a) Speed issues. 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 would ascertain the position of the Council's insurers as to such voluntary activity.

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.**

(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. The Clerk reported 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 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. It was thought 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. The condition of the reinstatement of this heavily trafficked section of the road had been 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 advise 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, the work had been 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:

Co-operative Bank

Interest

4 March 2011 £ 0.95

5 April £ 1.13

CWAC

Lengthsman grant £ 265.02

Scottish Widows no 1

Interest

1 April 2011 £ 0.00

11/12 021

Scottish Widows no2
Interest

1 April 2011 £ 1.95

(ii) Payments:

Cheshire West and Chester

Council

1st half year rates

£ 89.66* (Not issued)

Devaprint

Newsletter 141

£ 80.00**

NWN Media Ltd

Newsletter distribution

£ 27.53 (VAT £4.59)*** (Not issued)

ChALC

Audit session

30 March 2011

£ 5.00

Subscription

2011/12

£ 350.40

Local Council Review

(Two copies)

£ 27.00

£ 382.40

CPRE

Subscription

2011/12

£ 29.00

Mid Cheshire Ftph Soc

Subscription

2011/12

£ 8.00

Broker Network Ltd

Insurance 2011/12

£ 1,025.76

Gresty

Lengthsman

Jan-March 2011

£ 370.50****

Grounds mntce

£ 105.00

Bench repairs

£ 96.00

£ 571.50

NALC

QPC fee

£ 60.00

CPFA

Subscription 2011/12

£ 18.00

Clerk

March arrears:

Newspaper distribution

£ 21.15

11/12 022

Mileage 24@40p	£	9.60
Current		
Postage	£	0.82
Telephone	£	5.00
QPC photocopies 275 @ 5p	£	13.75
Photocopies 315 @ 5p	£	15.75
Mileage 108 @ 40p	£	<u>40.32</u>
	£	106.39

Proposed by Cllr Roberts
seconded by Cllr Davis
and agreed.

* The Clerk confirmed that the 100% relief in non domestic rates applicable to small businesses had been extended by the coalition government for a further 12 month period. Cheshire West and Chester Council had now issued a full year demand dated October 2011 which would disable automatically generated reminders and allow a revised account to be issued.

** The Clerk had discussed with Messrs Devaprint if any rebate would be appropriate but no offer had been made.

*** The Clerk indicated NWN Media had confirmed the receipt of his payment of £21.15 for the distribution of the most recent newsletter, for which he had a receipt and there would be no record of the amount being outstanding.

**** Not written, query to be resolved.

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

Co-operative Bank 29 March 2011	£	9,309.63
8 April 2011	£	8,102.33

Scottish Widows no 1 1 April 2011	£	20,210.84
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Scottish Widows no 2 1 January 2011	£	3,163.36
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(iv) Report on contingency payments.

Budget:	£	1,228.00
Payments:	£	0.00

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

(vi) Budget 2011/12. Confirmation of the payment of the precept was awaited. 11/12 023

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

(viii) External audit 2010/11. The Clerk confirmed he has preparing the papers for the internal auditor.

(ix) Non domestic rates update. See minute under payments.

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. The need for inspections to monitor the standard of Streetscene activity by the borough council was mentioned. 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. The Clerk informed 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 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. It was agreed the proposed Order and action to be carried out by the Parish Council to support it should be supported.

(iv) Sewers. Cllr Kerfoot informed of a private sewerage issue on Wicker Lane.

(v) Noise issue. Further to a Member referring to the disturbance arising from a particular ice cream van which it was thought was unreasonable, further inquiries were being made by the Clerk. **Action: 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.

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

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

13 Cheshire West and Chester Council.

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

(ii) 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. There was nothing further to report at this stage following the response made to the Chairman of the Overview and Scrutiny committee, Cllr Andrew Dawson which had appeared in the February minutes.

(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.

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. There was nothing further to report at this stage.

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

(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.**

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.

22 Primary School. Further to Cllr D Hughes inquiring as to a cup which had been presented in the past to the best children in the school, about which nothing was known, the Clerk informed a note had appeared on the web site.

23 Land ownerships. (i) General. Further consideration would be given to the suggestion by Cllr Paterson that it would be beneficial for the Council to compile a register of land ownerships which adjoined footways and public footpaths.

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

25 Community events: (i) Holiday Club. Further to the Clerk reporting the receipt of an inquiry from the organisers of the Holiday Club as to whether an application would be necessary in 2011, the Club was being advised this would be the case. (ii) Fête. There was nothing further to report at this stage.

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 would be considered at the Association's annual meeting.

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, further inquiries had been made by the Clerk who had ascertained the officer concerned.

30 Member's information items.

Anti social behaviour. A Member informed of the use of the dell by a 4x4. PC Boulton would be informed.

The late Mr Arthur Willis. Cllrs Davis and Paterson referred to the death of Mr Arthur Willis.

Parish Elections. Cllr Roberts informed 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. Although this had not been an issue, Cllr Roberts pointed out that any subsequent challenge could only be determined by an election court. Cllr Roberts indicated he intended to raise this on a personal basis with the returning officer. The Clerk indicated he had raised the issue outside the count with the deputy returning officer and an explanation and an apology had been tendered. He would contact the deputy returning officer formally and ask for the matter to be raised at any review of the election arrangements. **Action: Noted.**

Electoral roll. Cllr Roberts expressed concern that certain occupiers in Heath Bank had not appeared on the electoral roll although they had previously voted. It was agreed they should be advised to contact Cllr S Parker.

31 Information correspondence.

Planning: Unauthorised developments over bank holidays; Journal of Local Planning; Royal Town Planning Institute: Localism, an introduction.

Leisure: Greenway volunteer day 21 May, 2011

ChALC: CILCA support sessions.

NALC: Consultation on the future of Inland Waterways; Conference and Exhibition.

Cheshire West and Chester Council: Members' briefings 204-205; 206; 207-8; 209; Keeping track of national issues for local government; Community litter pick questionnaire; April bulletin for Town and Parish Councils; Rural conference 23 June 2011; Rural West Area website.

Cheshire Community Action: Renewables workshops and drop ins; Excel training 12 May and 17 May, 2011; Job vacancies.

Policing: Rural Inspector's Updates; March Newsletter (PC Boulton); Western Watch: Distraction burglaries; Door-to-door and other collections; Rural crime.

CPRE: Cheshire hedgerow leaflet.

Cheshire Landscape Trust: New president; 21st anniversary of the tree warden scheme.

National Housing Federation North: housing for older people

Rural energy, community buying group questionnaire

Public service efficiency update

Clerks and Councils Direct May 2011

Matters considered in the absence of the press and public.

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

Nil.