

# Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 6 February 2012 in Guiden Sutton Village Hall at 7.30pm.

Chairman: Cllr J Hughes.

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

In attendance: Cllr S Parker Cheshire West and Chester Council, B Lewin Esq.

1 Procedural matters.

(i) Apologies. There were no apologies from Members.

Apologies were received and noted from Cllr Margaret Parker and 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.

There were no declarations.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held at 7.30pm on Monday 9 January 2012. The minutes of the ordinary meeting of the Council held on Monday 9 January 2012 were proposed by Cllr Roberts, seconded by Cllr Paterson and agreed as a correct record subject to the following additions:

*2 Community engagement. (ii) add*

*"It was agreed that councillors Moulton and Paterson would preside at the surgery to be held on Saturday 4 February 2012".*

*9 Finance (ii) Payments. add*

*"Proposed by Cllr D Hughes, seconded by Cllr Roberts and agreed".*

(iv) Dates of future meetings:

Mondays 5 March, 2 April, 14 May, 11 June, 16 July, 3 September, 1 October, 5 November and 3 December 2012.

(v) Code of Conduct. Cllr Paterson referred to a recent Member Briefing Note issued by Cheshire West and Chester Council following Royal Assent for The Localism Act. This contained new provisions on standards and codes of conduct for members. The intention was that the replacement of the current standards regime would result in shorter, cheaper and more proportionate investigations and less formal and time consuming hearings and procedures. The Government's stated intention was to bring the provisions relating to the abolition of Standards for England into force on 31 March 2012. It is likely that the other provisions on standards would come in to effect from 1 July 2012. It was noted there would be a duty on Cheshire West and Chester Council to promote and maintain high standards of conduct. Town and parish councils would also have the same duty for their members and co-opted members.

(vi) UK Youth Parliament. 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) Reimbursement of Members' expenses. There was nothing further to report at this stage. 11/12 144

(ix) Late information report 6 February 2012. The late information report for the current meeting was received and noted.

(x) Cheshire Association of Local Councils: nomination for Royal garden party 22 May 2012. The Clerk regretted to inform he had advised the Chairman the Council's nomination had not been successful in the ballot.

## 2 Community engagement.

### (i) Public speaking time.

Cllr S Parker. Cllr Parker reported on current issues. Cheshire West and Chester Council, would meet on Thursday 23 February to agree the budget for 2012/13 which would include proposals for a zero increase in council tax for the second successive year. The Executive would meet on Wednesday 8 February 2012 to consider a recommendation to the Council relating to aspects of double taxation. This would be much more equitable for most parished areas. Cllr Parker informed the Ward Members had received the Council's request for funding from their Member Budgets for further public realm improvements in the parish which he was pleased to be able to say had been approved.

Cllr Paterson referred to icy conditions on the morning of Saturday 4 February 2012 in the vicinity of the Village Hall, which had been in use and the availability of a grit bag from Members budgets as previously agreed. Cllr Parker confirmed he would be happy to provide a bag subject to the Council arranging secure storage. **Action: The Clerk.** Cllr Parker further referred to collaboration by four other parishes in Chester Villages ward on affordable housing issues. This was intended to avoid previous situations where affordable housing had been imposed on parishes. The Council expressed an interest in joining the group at an appropriate stage to be advised by Cllr Parker. It was noted that Members Bulletin 293 set out the borough council's approach in detail. In response to Cllr Fisher, Cllr Parker referred to the New Homes Bonus paid by the Government for each new home completed in the borough. The formula involved a rebate of council tax over a number of years, 20% of which would fall to parishes in which new housing was completed for infrastructure and community improvements. Cllr Parker believed this to be an important incentive.

B Lewin Esq, Public Rights of Way Warden. Mr Lewin had been informed by the Clerk of the proposal by the Mid Cheshire Footpaths Society that groups might adopt the long distance walks in the county. In Guilden Sutton's case this would involve the Longster Trail which passed through the parish. Mr Lewin would investigate and report further. He acknowledged the receipt from the Clerk of the Society's most recent report of paths walked in the parish and issues arising which the society had brought to the attention of the Public Rights of Way Unit.

(ii) Report of surgery held on Saturday 4 February 2012. Cllr Paterson reported that no issues had been raised. It was agreed that councillors J Hughes and Davis would preside at the surgery to be held on Saturday 3 March 2012.

(iii) Notice boards. Further to Cllr Moulton suggesting the Summerfield Road notice board might benefit from a Spring clean and to an estimate being obtained by the Clerk in the sum of £100 plus VAT, this would be progressed following the successful bid to the Ward Members' budgets. **Action: The Clerk.**

(iv) Parish Council drop ins. It was noted that a drop in would be held on Tuesday 7 February 2012 at 8pm on superfast broadband and on Tuesday 28 February 2012 on participatory budgeting. Cllr D Hughes would lead both events.

## 3 Planning.

11/05659/FUL Single storey extension to rear of dwelling, 5 Moorcroft Crescent CH3 7HA. (Cllr Fisher). The Council had responded raising no objection subject to an informative if appropriate re the Party Wall Act.

### (ii) Decision notices.

11/05173/FUL Single storey rear extension, Ashbourne House Hare Lane CH3 7ED. (Cllr Paterson). The Clerk informed the application had been refused on Green Belt grounds. **Action: Noted.**

11/05659/FUL single storey extension to rear of dwelling 5 Moorcroft Crescent CH3 7HA. (Cllr Fisher). Planning permission.

(iii) Development control process.

(a) e notifications. The Clerk was continuing to monitor the position. **Action: The Clerk.**

(b) Enforcement protocol. Further to the Clerk reporting this new protocol had been drawn up by the local planning authority setting out the circumstances in which action would and would not be taken, a copy had been circulated to Members.

(iv) Network Rail communications mast, Guilden Sutton Lane. The Clerk informed an inquiry had been received from an adjoining resident on Hare Lane. An appropriate response was being made.

(v) Parish Plan. (a) Progress report. Cllr Paterson kindly circulated a draft. If approved the Plan would be launched at an appropriate event. (b) Mapping. Following advice from Cllr Paterson that mapping would be required and advice from the Cheshire Association of Local Councils of the 'Parish Online' resource, which was available at modest cost, the Clerk reported the first year charge would be £48.00 (£20pa + £20 one off set up + VAT). It was proposed by Cllr D Hughes, seconded by Cllr Davis and agreed this should be progressed. **Action: The Clerk.** (c) Christleton Community Plan. There was nothing further to report at this stage.

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

(vii) Neighbourhood Plan.

(a) Co-operation with Mickle Trafford and District Parish Council. This would be revisited in consultation with Mickle Trafford and District Parish Council following the outcome of the Neighbourhood Planning community forum held on 3 November 2011 in Waverton.

(viii) Affordable housing for local and rural communities in the Chester area - Arley Homes. In response to the receipt of correspondence, dated 2 December 2011, from Arley Homes with respect to a possible initiative to provide affordable housing within the parish and suggesting a possible meeting and to Members recognising this would be an issue for the emerging parish and neighbourhood plans, the Clerk informed following reply had been sent:

*"The Council does not wish to take any further action at present as the intended Parish Plan is not yet complete and the prospects of a Neighbourhood Plan or its wider community based cousin have not been resolved.*

*The existing village envelope, envisaged by the then County Planner in the '60s, remains tightly drawn although we are aware of the bids in the 2010 SHLAA. The Council understands the need for a mix of housing types and this will no doubt be reflected in the plan(s) referred to above".*

(ix) CPRE booklet 'How to Respond to Planning Applications'. Copies of the CPRE booklet 'How to Respond to Planning Applications' had been obtained and had been distributed by the Clerk. Cllr Fisher believed the content was targeted at residents.

(x) Strategic Planning.

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

(b) Gypsy and Traveller issues.

(i) Cheshire Partnership Gypsy and Traveller Liaison Officer. 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.

(ii) Cheshire West and Chester Council: shortlisted sites on council owned land. There was nothing further to report at this stage.

(c) Local Development Framework core strategy: Panel meeting Monday 23 January 2012. Further to the Clerk reporting this meeting was to have a further report on Green Belt issues surrounding the city taking account of the request by Members for an assessment of the capacity of brownfield land throughout the borough to provide for future growth, he advised the meeting had been cancelled due to insufficient business.

(d) Cheshire West and Chester Council Strategic Housing Land Availability Assessment. There was nothing further to report at this stage.

(e) Chester One City Plan. There was nothing further to report at this stage further to the Clerk informing the final One City Plan and a Delivery Plan were scheduled to be ready in early 2012.

#### 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 advise the Clerk should they wish to attend any of the training dates in the early part of 2012 previously circulated. **Action: All Members.** Details of training available throughout 2012 had also been provided by the County Office and circulated by the Clerk.

(ii) Quality Parish Council Status. (a) Conduct of Council business. The NALC model standing orders would be considered by the Quality Council group. (b) Certificate. Further to the Clerk confirming he had scanned the original certificate to enable the original to be displayed in the Village Hall, the Clerk was authorised to purchase two colour photocopies. **Action: The Clerk.**

(iii) Quality Forum. The Clerk reminded Members the meeting of the Quality Councils Forum due to have taken place on 23 November 2011 at 6pm at the Fire Service Headquarters, Winsford would now be held on Wednesday 22 February 2012. It was confirmed the Chairman and Cllr Paterson would attend.

#### 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. An inspection would be made by the Clerk following the specific request for growth on the hard surface to be removed. Further to measures to control ivy to the rear boundary being discussed with the grounds maintenance contractor, there was nothing further to report at this stage. The emptying of the litter bin by Cheshire West and Chester Council was being kept under review.

(ii) Improvement scheme. Further to the Clerk confirming the grounds maintenance contractor was aware the Council was awaiting his estimate for work to improve the existing boundary arrangement, there was nothing further to report at this stage.

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

#### 6 Leisure Services

(i) Children's Playing Field:

(a) Grounds maintenance issues. 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.**

(b) Mole infestation. 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 Hughes.**

(d) Basket ball equipment. Following the open space audit conducted by Cheshire West and Chester Council identifying rust on the basketball mesh and Cllr Paterson informing, following an inspection, the mesh should be replaced as welds had failed, the Clerk advised the suppliers had been approached and believed the complete equipment should be replaced. An estimate would be provided. In the meantime the Clerk would approach Deva Forge. **Action: The Clerk.** Further to Cllr Paterson reporting the hedge at the entrance gate was overgrown and required cutting, this was being progressed by the Clerk. **Action: The Clerk.**

(ii) Children's Play Area.

(a) CCTV and CCTV protocol. Further to Cllr D Hughes referring to a possible future upgrade of the system, the Clerk would investigate the possibility of grants. A simple protocol covering the inspection of images captured by the system would be progressed in due course by the Clerk. **Action: The Clerk.**

(b) Inspections. (i) Rota. Further to Cllr D Hughes reporting the need for repairs to a small area of the safety surfacing which had been damaged and to the Clerk holding a site meeting with Mr P Davies who had kindly suggested a possible means of repair, this was being progressed by the Clerk. **Action: The Clerk.** A rota for 2012 was being prepared by the Clerk. **Action: The Clerk.** (ii) Equipment repainting. Following the suggestion by Cllr Brown that the equipment might be repainted, no further action would be taken pending the outcome of the Clerk's inquiries as to a possible replacement playground. **Action: The Clerk.** (iii) Cleansing. An estimate remained outstanding with Messrs S&H Services. **Action: The Clerk.** (iv) Mr P Davies. The Clerk reported notification from Mr P Davies that he was now in a position to offer a maintenance and inspection service. **Action: Noted.**

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

(d) Grounds maintenance issues. The Clerk was inspecting the obstruction of signage. **Action: The Clerk.**

(e) Replacement of safety surfacing. This would be pursued in the event of insufficient funding being obtained to enable a replacement playground.

(f) Possible replacement playground. The Clerk informed he had sought a third estimate from the original suppliers which was awaited. To progress the issue he suggested that, following the receipt of that estimate, two suppliers should be invited to present to a small group with a view to a preferred supplier being requested to make a formal presentation to the full Council. This was agreed. It was further agreed the initial group would comprise the Vice Chairman, Cllr D Hughes and the Clerk. **Action: The Clerk.**

(iii) Public Footpaths.

(a) Footpath 7. There was nothing further to report at this stage as to the concerns raised by Cllr Paterson that branches from adjoining trees were overhanging the route and the view of the Public Rights of Way Warden that these trees were dying back and declining rapidly.

(b) Footpath 2: (i) Clearance and sweeping. Overgrowth would continue to be reported to Cheshire West and Chester Council. **Action: The Clerk.** Members would advise the Clerk of any other areas of concern of which they became aware. **Action: All Members.** (ii) Complaint. An inspection would be made by the Clerk further to Streetscene advising that work to extend the handrail further down the slope would commence shortly. **Action: The Clerk.**

(c) Footpath 1. A response remained outstanding 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. The warden had also referred to overgrowing trees.

(d) Rights of Way Group. (i) Bank account. Further to Cllr D Hughes reporting £1,300 remained in the account and the decision that the funds should be returned to the Council as a ring fenced reserve to be applied to public rights of way related activities, there was nothing further to report at this stage.

(e) Mid Cheshire Footpath Society. (i) The correspondence dated 15 October 2011 containing an inspection report of paths in the parish had been forwarded to the Public Rights of Way Warden as minuted above. (ii) Adopt a Path initiative. The correspondence from the Chairman, Mrs J Ford, suggesting that dedicated groups should walk the named trails in the county, including The Longster Trail between Helsby Hill and Chester, to carry out a systematic survey and to undertake to become guardians of their trail had been forwarded to the Public Rights of Way Warden as minuted above.

(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. A response remained outstanding from the Public Rights Way Unit, to which the issue had been referred, following the comments made by the Public Rights of Way Warden as to the unsatisfactory condition of areas of the existing surfacing. An update had been requested from the Public Rights of Way Warden. **Action: The Clerk.** (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.

(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.

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(b) Parish Council contract 2011/12. There was nothing further to report at this stage. (b) Parish Council contract 2012/13. The Clerk informed he would issue the specification for 2012/13 shortly. **Action: The Clerk.**

(v) Public Seats. There was nothing further to report at this stage.

(vi) Fox Cover. (i) Landscaping. The need for pruning and weeding would be kept under review.

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

(viii) Cheshire West and Chester Council open space assessment and audit. The Clerk would report further as to the finding that amenity space within the parish was said to be adequate. **Action: The Clerk.**

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

#### 7 Public transport.

(i) C27. Cllr D Hughes referred to the possibility of a drop in further to the Chairman informing of the receipt of copy correspondence from Mr John Browne, 24 Summerfield House, as to possible changes to the C27 service and options for the diversion of other services to enhance the service to the village and to councillors Roberts and Moulton reporting further as to the withdrawal of the present subsidy from April 2012 with the risk some existing C27 services could be lost.

(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) Railway halt, Mickle Trafford, Mid Cheshire Railway Users Association. There was nothing further to report at this stage.

#### 8 Highways.

(i) Major schemes.

Strategic: Resurfacing M53 j12 – A55 j37. Members noted the following statement from the Highways Agency:

*“The Highways Agency is intending to undertake resurfacing works on the Northbound and Southbound carriageways from Junction 12 of the M53 Motorway through to the A55 Junction 37.*

*The works will comprise of repairing carriageway pot holes, upgrading the worn road markings and the replacement of road surfacing with quieter material.*

*Works will start on 7<sup>th</sup> February until 12<sup>th</sup> February and full closures are required to complete the works.*

*In order to minimise disruption to road users, the full closure of the main carriageway will be restricted to night works between 10:00pm and 5:00am when traffic flows are the lightest.*

*Suitable diversion routes have been identified and will be fully signed when the closures are in place”.*

*Stephen Mosley MP said “Residents living close to the M53 and A55 have complained for years about the noise of the motorway, and I am pleased that the Highways Agency are gradually replacing the surface with a quieter material.”*

(ii) Issues with highway authority: Ownership by Traffic Group. The Clerk referred to the updated list of outstanding issues as per the February 2011 minutes, many of which required decision. He proposed this should be owned by the Traffic Group which would meet to consider the issues prior to taking those which remained appropriate to a meeting with the Area Highways Engineer. This was agreed. The Clerk would prepare a report. **Action: The Clerk.**

(iii) Current issues

(a) Speed issues. (i) Speed indicator device. The suggestion by Cllr Moulton that the Council should revisit the sites at which the equipment should be deployed would be pursued. (ii) Community speed management. Meeting with Mr D Reeves, Cheshire West and Chester Council, Wednesday 18 January 2012. Cllr D Hughes and Moulton had attended. The meeting had been very helpful.

The use of the speed indicator device was seen as educational. If speeds were found to be excessive, Police checks would be made. This was welcomed. The possibility of checks on Station Lane would be considered. Details had been provided of a community led safer driver scheme which could see schoolchildren being asked to encourage their parents to drive safely. Mr Reeves had kindly indicated he would be happy to attend a meeting of the Council.

Cllr D Hughes referred to an article in *Local Council Review* involving co-operation between the Police and a parish council. Cllr Fisher referred to the possibility of a 20mph zone. The Clerk informed as minuted beneath.

(b) Signing and lining schemes. (i) Gateway treatment, Guilden Sutton Lane - red patch SLOW marking. (ii) Suggestion by former 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. The need for repairs to this unadopted path, raised at a recent surgery, remained outstanding.

(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. A further note would be included in the newsletter. **Action: The Clerk.**

(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, for which an estimate of £45 plus VAT had been accepted, this work would await the intended refurbishment of the signpost.

(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. Cllr D Hughes referred to the condition of this path which it was understood had been placed in an eight week schedule by Streetscene. This would continue to be monitored. (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) Flooding, Church Lane. There was nothing further to report at this stage.

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

(q) Speed limit, Station Lane. There was nothing further to report at this stage as to the operation of the 30mph limit other than that minuted above.

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

(s) Planters. There was nothing further to report at this stage as to the provision by Streetscene of 3 no planters at the Guilden Sutton boundary sign at Guilden Sutton Lane, the verge on Wicker Lane close to the junction with Cinder Lane and the verge opposite the properties on Station Lane and their future maintenance. Streetscene had been advised the preferred colour would be black.

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

(u) 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.

(v) 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.

(w) School Lane. Further to the work in progress to reduce pressure on the boundary wall of a property adjoining the narrower length of footway on Porters Hill, there was nothing further to report at this stage.

(x) 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.

(y) Grit bag. There was nothing further to add to that minuted above.

(z) Fingerpost signs. The Clerk reported the necessary repair to the fingerpost at the memorial garden had been completed by Deva Forge. The missing "Tarvin RDC" finial continued to be unaccounted for. Further to the Clerk reporting the receipt of a suggestion by Mrs Kirk that the signs should be refurbished, for which estimates had been obtained by the Clerk in the sum of £900 plus VAT, it had been noted above the ward Members had kindly made a contribution from their personal budgets.

(za) 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.

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

(zc) Footways, Oaklands. Further to Cllr Paterson informing as to the condition of the footway at 5-13 Oaklands, this had been brought to the attention of the Area Highways Manager.

(zd) Village access for mobility scooters. There was nothing further to report at this stage.

(ze) Parking, Summerfield Road. The increase in the incidence of long term parking outside the shops continued to be monitored.

(zf) Traffic group. There was nothing further to report at this stage other than that minuted above.

(zg) Overhanging foliage/pedestrian safety Belle Vue Lane. Further to the Clerk reporting he had been approached by a pedestrian as to sight lines at the approach to the A55 bridge and the Clerk informing the resident concerned had been in touch to express appreciation for the work which had been carried out, the Section Engineer had been thanked.

(zh) 20 mph limit. Further to Cllr Fisher's comments above, the Clerk reminded Members the approach to possible 20mph limits was to be considered by the Cheshire West and Chester Council Community and Environment Policy Development Board. This was likely to conclude that where such a measure was requested by a local community and consultation led to support, the measure would proceed if the requirements were met.

Further to Cllr Moulton referring to the extent of parking on Oaklands and suggesting there should be a 20mph limit, the Clerk would progress engagement with the community as to their views on a 20mph limit being sought for the existing 30mph area within the parish. **Action: The Clerk.**

(zi) Damaged verge, Guilden Sutton Lane. Members noted the damage to the verge adjacent to Messrs Gresty's field has been reported to the Section Engineer who had taken appropriate action to secure reinstatement in due course.

(zj) Ward Members' meeting with Area Highways Manager Wednesday 14 December 2011: Guilden Sutton issues - ongoing issue at the junction of Guilden Sutton Lane and the A41; speed limits on Wicker Lane and Guilden Sutton Lane, kerbing on Wicker Lane and possible options for a new vehicular access to a property on Wicker Lane. Advice was awaited.

(zk) Fencing adjoining school access. It was noted the wind damaged fencing had been propped. Cllr Davis kindly offered to visit to inquire as to a permanent reinstatement. **Action: Cllr Davis.**

(iv) Lighting. (a) Faults. There were no faults to report. (b) Lighting, Heath Bank. Further to Cllr Roberts informing of the concern of an occupier as to a lack of lighting towards the end of the cul de sac, this had been brought to the attention of the highway authority by the Clerk. A response remained outstanding.

#### 9 Finance:

##### (i) Income:

Bank interest  
5 January 2012                   £    2.23

Scottish Widows 1  
Interest 1 January 2012       £    0.00

Scottish Widows 2  
Interest 1 January 2012       £    1.99

##### (ii) Payments:

Devaprint  
Newsletters                       £  80.00\*

Deva Forge  
Fingerpost repair               £  198.00 (in VAT £33)\*

Cllr P M Paterson  
Christmas voucher prize       £  10.00

Guilden Sutton Pre School  
Christmas Tree                   £   50.00

Parish Online  
Mapping service                 Future meeting

St John's PCC  
Graveyard maintenance       £ 250.00

Devaprint  
Newsletter                       £  40.00

Clerk

Postage                           £    0.46

Photocopies  
319@5p                           £  15.95

Mileage  
33@45p per mile               £  14.85  
£  31.26

\* Confirmation of urgent payments

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

(iii) Balances

Co-operative Bank 1 February 2012	£13,764.16
Scottish Widows 1 1 October 2011	£20,210.84
Scottish Widows 2 1 January 2012	£ 3,169.31

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

(v) Payment of employees, revised HMRC guidance. There was nothing further to report at this stage.

(vi) Audit Group. The Group would consider the third quarter's accounts in due course.

(vii) Bank signatories. The Clerk was completing the process to delete former councillors Armitage and Bayton and to add Cllrs Brown, Davis, J Hughes, M S J Roberts and if possible Cllr W Moulton. It was noted there was a restriction on the number of new signatories which could be added at any one time.

(viii) Budget 2012/13. Following approval that a budget of £18,764 should be set with a precept of £16,423 equivalent to 49p per week for each of the 641 band D properties within the parish, the Clerk confirmed the precept in the sum of £16,423 had been requested.

(ix) Double taxation. In addition to the remarks minuted above by Cllr S Parker, the Clerk reported that Cheshire West and Chester Council had proposed steps to deal with aspects of double taxation relating to open access play areas, the provision of Christmas lights and police community support officers. The effect would be a £7.37 reduction in the council tax paid by a band D property in the village. This benefit, amounting to £4.7k, compared with a round figure sum of £2.5k paid by Chester City Council prior to its demise comprising just under £1.9k of double taxation relief to be applied to the playing field, play area and related services and a £650 grant towards the lengthsman service. A decision had been deferred to a meeting on Wednesday 8 February 2011 following opposition from Members in non parished areas. Those in Chester would face a £9.66 increase for a band D property as part of the package.

The following response has been made to the consultation:

*"Guilden Sutton Parish Council fully supports your initial steps to deal with the inherent unfairness of double taxation which, as you know, has been a significant disbenefit to taxpayers in parished areas in the former Chester District for a considerable period of time. Members and residents have been unable to understand why they should be required to fund certain basic services and facilities within the parish whilst contributing to the cost of similar services and facilities provided elsewhere at no additional charge to taxpayers.*

*Among the list of potential concurrent functions which the Council funds or has funded in the past are bus shelters, off street car parking, CCTV, footway lighting, grass cutting, litter bins, a children's playground, a playing field, public seats adjoining the highway, street cleansing and expenditure in connection with the war memorial. Other parishes will have similar lists which illustrate the inequitable burden faced by taxpayers in parished areas compared with those elsewhere.*

*Chester City Council was commended for introducing an incremental double taxation grant to mitigate some of these expenses together with specific assistance with street cleansing. The new authority has already taken difficult decisions in dealing with unfairness in other areas and Members very much hope you will proceed with your present proposal and extend it in future years to other related double taxation issues".*

(x) Participatory budgeting. As minuted above, Cllr D Hughes was to hold a drop in on Tuesday 28 February 2012 to raise the profile of the procedure and to seek views.

(xi) Clerk's gratuity. Further to the decision at the previous meeting, the Clerk confirmed a transfer to the gratuity account had been made of £206.25 representing 3.75% of the salary increase in 2010/11 and the annual payment for 2011/12.

#### 10 Environment Services:

(i) Recycling issues. (a) Existing Chester waste collection and recycling contract and replacement Cheshire West and Chester Council contract. There was nothing further to report at this stage.

(ii) Amenity cleansing. (a) Areas of concern. Members would advise the Clerk of locations at which they believed action was necessary. **Action: All Members.** Further to Cllr D Hughes referring to the condition of the steps from Fox Cover to Church Lane these steps and those on the opposite side of Church Lane would be inspected by the Clerk. **Action: The Clerk.** (c) Streetscene. There was nothing further to report at this stage. (d) Litter bin, Fox Cover steps. Further to the request made at the September 2011 surgery for a bin to be provided at the head of the Fox Cover steps, which had been referred to Streetscene, the Clerk had yet to be notified of the outcome of the proposed inspection. (e) Regular inspections. The suggestion raised by Cllr Moulton as to regular inspections throughout the parish with an increase in the lengthsman's hours would be revisited in due course.

(iii) Dog fouling: (a) Requests for additional bins. There was nothing further to report at this stage. (b) Dog Control Order. The Clerk informed there was nothing further to report at this stage.

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

(v) Noise issues. (a) Barking dog. Further to Cllrs Paterson and D Hughes referring to a barking dog complaint, which had been referred by the Clerk to Cheshire West and Chester Council regulatory services which had been requested to contact the complainant, 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. Further to Members revisiting the action they wished to take, a standard proforma was being produced by the Clerk to advise individual occupiers as appropriate. This would be issued by the Clerk to avoid duplication. As a last resort, the highway authority would be requested to take action. The suggestion raised by Cllr Moulton as to regular inspections throughout the parish with an increase in the lengthsman's hours would be revisited in due course.

(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) Footway, Porters Hill. There was nothing further to report at this stage.

(iv) Land, Church Lane. A response remained outstanding from the Public Rights of Way Unit further to the Council being informed of overhanging branches to trees on private land which it was thought could be a potential hazard given their proximity to public footpath no 2.

(v) Hedge, opposite play area. There was nothing further to report at this stage 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 further to report at this stage as to the major fork which was a potential issue and had been due to be reinspected.

(viii) Trees, Oaklands. Further to the removal by the borough council of 2 no trees thought to have died back as a result of damage and to it being suggested a further tree nearby was now suffering a fungal disease which may have spread from those which had been removed, inquiries were being made by the Clerk. **Action: The Clerk.**

(ix) Hedge off Hill Top Road. There was nothing further to report at this stage following the hedge having been reduced as a result of the site meeting held with Streetscene on 3 August 2011.

(x) Trees adjoining footpath 2. There was nothing further to report at this stage with respect to the trees previously reported by Cllr Paterson and to Cllr D Hughes informing of overhanging branches.

(xi) Trees adjacent to Summerfield House. There was nothing further to report at this stage further to Streetscene informing the proposed work to the trees adjacent to Summerfield House had been deferred due to lack of funds.

(xii) Pruning of verge trees. Further to a Member expressing concern at the pruning of trees in a highway verge and to the issue being raised at a site meeting with the Area Highways Manager, there was nothing further to report at this stage.

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

(xiv) Overgrown tree, Oaklands/Porters Hill area. Cllr D Hughes would visit this area with the Clerk. **Action: Cllr D Hughes/The Clerk.**

(xv) Cheshire Landscape Trust. Further to the Trust being informed the Council would welcome the availability of corporate membership with an annual subscription of £50.00, there was nothing further to report at this stage.

(xvi) Basal growth was being reported on a highway tree adjoining 45 Oaklands. **Action: The Clerk.**

(xvii) Hedge, Summerfield Road car park. The continued obstruction of the footway would be referred to the Section Engineer. **Action: The Clerk.**

(xviii) Shrubs/trees, Wicker Lane. The Clerk and Cllr D Hughes would inspect following concerns as to shrubs overhanging the footway in the vicinity of The Vicarage, raised by Cllr D Hughes and to vehicles being thrown into the centre of the carriageway, raised by Cllr Davis. **Action: Cllr D Hughes/The Clerk.**

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting.

The Clerk informed the next meeting would take place at HQ on Wednesday 15 February 2012. There would be a presentation by Mr Steve Robinson, Chief Executive of Cheshire West and Chester Council. As Honorary Secretary he believed it to be important that all member councils sent representatives. The Vice Chairman kindly indicated he would attend.

13 Cheshire West and Chester Council.

(i) Community Forums. (a) Chester Villages. Cllr Parker had previously indicated that a Chester Villages Community Forum would be held in the New Year. (ii) Inaudibility of proceedings. See (vi) beneath.

(ii) 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.

(iii) Grant assistance to St John's Churchyard 2011/12. Further to this successful application which had resulted in a grant of £250 being obtained, this had been progressed as minuted above.

(iv) Members budget applications. The Clerk formally reported the following applications had been submitted to the ward members:

*Guilden Sutton Parish Council would be grateful if the following projects could be considered. All are prominent within the public realm and follow on from the initial upgrade to 1 no noticeboard and 1 no sign funded from a previous application as part of a programme of improvements to the village environment.*

*Estimates have been obtained and in all cases the work would be allocated to suppliers within Chester Villages ward.*

*Project 1. Guilden Sutton War Memorial.*

<i>Repair and refurbishment of 1 no cast iron fingerpost, Guilden Sutton War Memorial, School Lane.</i>	<i>£625.00</i>
<i>Refurbishment of 1 no period street nameplate on adjoining wall.</i>	<i>£ 45.00</i>
	<b><i>£670.00</i></b>

*Project 2. General environment.*

<i>Refurbishment of 1 no cast iron fingerpost, junction Wicker Lane/Church Lane</i>	<i>£450.00</i>
<i>Refurbishment of the Council's principal noticeboard, Summerfield Road</i>	<i>£100.00</i>
<i>Refurbishment of wooden fingerpost, School Lane/Belle Vue Lane</i>	<i>£100.00</i>
	<b><i>£650.00</i></b>

He was pleased to confirm, as minuted above, the applications had been approved. It was agreed the ward members would be thanked for their continuing support. **Action: The Clerk.**

(v) Locality Working scrutiny committee. There was nothing further to report at this stage following the Clerk referring at the meeting held at HQ on Thursday 27 October 2011 to the audibility issue previously mentioned by Cllr Moulton.

(vi) Community governance review. At the January meeting, the Clerk had circulated details of this review which involved a phased approach of smaller 'area-focused' community governance reviews to be taken forward over the next three years and completed in advance of the next scheduled elections to be held in May 2015. Following consultation, a committee would make recommendations to the borough council on the outcomes of each community governance review. These could involve:

- \* the creation, merger, alteration or abolition of parishes;
- \* the naming of parishes and the style of new parishes (i.e. parish, community, neighbourhood or village);
- \* the electoral arrangements for parishes (the ordinary year of election; council size; the number of councillors to be elected to the council, and parish warding), and
- \* the grouping parishes under a common parish council or de-grouping of parishes.

Equally, the outcome could be 'no change' with a recommendation that current arrangements should not be altered in any way.

The borough council was keen to provide local councils with the opportunity to shape the terms of reference for each review to ensure they were appropriate to local people and their circumstances and reflected the specific needs of each community. To help with this process, a short questionnaire had been devised which was intended to capture core information about the local area and identify potential areas for further investigation as part of the review. This information would then be incorporated into draft terms of reference which would be subject to further discussion with individual parishes prior to publication and commencement.

The following response, due by 26 January 2012, had been submitted with the approval of the Chairman and Vice Chairman:

*Has the parish changed in the last 10 years (new roads, housing etc) - no*

*Are the boundaries still relevant - yes*

*Community engagement arrangements - regular surgeries, drop ins, community school governor, dual hatted members with Guilden Sutton Community Association, grant aiding links with Parochial Church Council and Fete, newsletter, web site including blog, continuous contact with the Police.*

*How do these relate to the Council - very well through close contact.*

*Is the number of councillors appropriate - yes*

*Is the parish warded - n/a*

Close connections with neighbouring areas - yes

*In what way - joint working with Mickle Trafford and District on neighbourhood planning, increasing co-operation on other issues such as development control, highways, public rights of way; attendance at community forums and other networking opportunities.*

(vii) Hackney carriage consultation. It was noted a response was required by **16 April 2012.**

(viii) Young people's holiday activities fund. This would be further investigated by the Clerk as to its potential application to the Holiday Club. **Action: The Clerk.**

(ix) Local Council Assembly Thursday 1 March 2011, 6pm for 7pm Forest Hills Hotel WA6 6HH. The Council would be represented by Councillors Paterson and Moulton and the Clerk.

14 Cheshire Community Action. (a) Connecting Communities event 7 March 2012, Crewe. Details were received and noted. Members wishing to attend would advise the Clerk. **Action: All Members.** (b) Village Halls Forum. Cllr D Hughes reiterated he had not received any agendas for some considerable time despite the previous assurances which had been given. A renewed approach would be made by the Clerk. **Action: The Clerk.**

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing.

(i) Western Police Area Question Time. The Clerk informed his scrutiny of the Police Authority web site had not disclosed any reference to a future meeting.

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

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

(iv) PC R Boulton. Further to the Council being made aware of changes to rural beats, which would have led to the loss of PC Boulton, the Council noted the following response from the Rural Inspector to a resident who had raised the issue.

*"I would like to take the opportunity to confirm that PC Boulton is remaining as the Local Officer for Guilden Sutton at this time.*

*By way of some background information, I have recently reviewed the Western Rural Neighbourhood Unit as a whole and in an effort to provide visibility to all communities as to whom their Local Officer is, allocated 'beats' to all the relevant officers, cognisant of demand and geographical area of responsibility. In some cases to follow this need for equitable distribution of workload coupled with the necessity for clear visibility of officer responsibilities some change was experienced within the directive to my staff.*

*The responsibility for Local Officer for Guilden Sutton was originally one such area of proposed change but after consultation with PC Boulton this has been rescinded and he remains as your Local Officer.*

*Whilst the issue has obviously caused some concern for Guilden Sutton it is credible to note that PC Boulton has clearly got a strong link with the community and good lines of communication, which in return are recognised and replicated by members of the community and evidenced by your letter.*

*I would be grateful if you could share this information with interested parties as appropriate".*

18 Newsletter. The reporting forms on the Cheshire West and Chester Council website would be publicised in a future edition. A newsletter had been prepared by the Clerk to publicise the broadband drop in.

19 Memorial Garden. There was nothing further to report at this stage to that minuted above.

20 Bulb planting. Cllr D Hughes informed the School wished to thank the Council for the bulb planting which had been carried out. The school would be happy to participate again in 2012. **Action: Noted.** 11/12 157

21 Parish IT. The need for photographs of Members to complete the web page remained outstanding.

22 Primary School. Cllr D Hughes reported the School had received a presentation on converting to an Academy. In response to a question from a Member he informed that at this stage there was no decision to do so.

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. HM The Queen Diamond Jubilee. Cllr Moulton referred to arrangements for street parties. The Chairman informed as to the availability of funding.

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, further inquiries would be made by the Clerk in due course. **Action: The Clerk.**

27 Network Rail communications mast. It was noted construction had been completed.

28 Enhanced broadband. Cllr D Hughes informed of a broadband event attended by Mickle Trafford and District Parish Council for which he had been provided with a report by the Chairman of that Council, Cllr R Parkin. The Clerk informed that Cllr Parkin had kindly arranged for publicity in that parish with respect to the broadband drop in as action was already being taken to encourage interest given the exchange, which also served Guilden Sutton, was located in the parish. Cllr Paterson reported on a Rural Forum event she had attended which had seen faster broadband as a priority. It was further agreed the profile of the issue should be raised on the web site. **Action: The Clerk.**

29 Village Hall Management Committee. Further to the Chairman informing the committee would now take on more of the day to day routine of maintaining the hall and suggesting the Council, as a user, might consider work it would be prepared to take on, the Chairman would report further to a future meeting.

30 Guilden Sutton Methodist Church. Cllr Paterson reported further as to funding issues. Cllr Moulton informed that in connection with a "mobile men in sheds" initiative, he would be happy to lead a model rail group or a model aircraft group in the chapel. **Action: Noted.**

31 Summerfield House. There was nothing further to report at this stage further to Cllr Roberts informing the new manager of Summerfield House was keen for residents to be more involved in local events. This had been brought to the attention of Connexions in relation to the Youth Parliament Team project for older people.

32 Future Fire Control Centre. The Council noted previous correspondence from the Fire Brigade Union raising concerns as to proposals for a regional fire control centre, to be located in Cheshire and a response from the Fire Authority containing assurances the highest standards of service would be maintained. The correspondence had been circulated to Members by the Clerk.

33 Members Information Items.

Dog fouling/dog control. Cllr Paterson reported on current issues. It was agreed a note should appear in the newsletter. **Action: The Clerk.**

Agenda items. Cllr Roberts inquired as to the minuting of business taken in part two. The Clerk confirmed a part one minute was always prepared.

34 Information correspondence.

Finance: Co-operative Bank special rates for parish councils

Cheshire Association of Local Councils: Future of standards - Localism Act 2011; E bulletin 20 January 2012, Annual meeting 2011 motions update.

Cheshire West and Chester Council.

Members briefings 284 telephone warning system trial; 285 Northwich gyratory; 286 Localism Act, predetermination; 287 Adult social care survey; 288 Blacon asset management company; 289- Heritage crime, 290 Special expenses , 291 Warm Homes, 292 Early Support Centres, 293 Rural Housing Week, 294 Website Development, 295 Private Rented Sector Research, Partnerships bulletin edition 35; January bulletin for local councils; Withdrawal of discretionary gratuities, Local Government Pension Scheme; Customer driven services training; community governance review; Rural West APB Update; Furniture Recycling Project; West Cheshire Together LSP briefing note.

CPRE: Update.

Policing.

Insp Keith Curbishley. The Clerk informed the new rural inspector, Insp Keith Curbishley, had issued the following statement:

*"I have been a Police Officer with Cheshire Constabulary for almost 24 years now and worked in a variety of roles. Initially this was in Warrington, Widnes and Runcorn and included a period of traffic officer duties. On promotion to Sergeant I was posted to Northwich and had periods of responsibility in the local control room and supervision of front line officers and incidents. This was followed by a posting to Headquarters where I was part of a team responsible for the procurement and development of the Force Custody Suites. I was promoted to Inspector almost six years ago the last few years of which I have been based in the Western Area covering Northwich, Winsford, Frodsham, Chester and Ellesmere Port.*

*I am very pleased to have been given the responsibility of heading up the Western Rural Neighbourhood Policing Team. I have been impressed by all the good work that has been carried out by Phil and his team and will continue to build upon the strong community and partnership links that have been established.*

*I look forward to working with you over the coming months and providing a policing service that meets the needs of all local communities.*

*In anticipation I would like to thank you for your continuing support which is invaluable as my staff strive to deal with incidents of reported crime or anti social behaviour to ensure all your neighbourhoods remain a safe place for you to live and work".*

Rural Inspector's updates 9, 16, 23, 30 January 2012.

Western Watch Western Rural police inspector's updates; Information from partner agencies, cyber scam warning.

Cheshire Community Development: training, CRB checks, payroll services.

General.

Govknow: Community safety and criminal justice reform conference.

Govnet: Rethinking the role of the local authority.

Historic Towns Forum: Culture, heritage, tourism: developing the product; Understanding Localism.

Housing.org.uk: A home in the countryside.

North Housing: Northern Voice.

North West Leadership conference – social housing.

Rural Services Network: Weekly news digests 9, 16, 23, 30 January 2012.

Sustainable Government: Scotland seeks independence from the UK; Economic aspects of the Olympic Games;

Localised public sector pay; Data protection.

Unlock Democracy: Urgent request to a proposal to empower town and parish councils.

### **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.

35 Possible enforcement issues.

(i) Development control: possible development control issue/replacement boundary wall. In both cases advice had been sought from the appropriate officers and responses remained outstanding.

(ii) Noise from commercial premises. There was nothing further to report at this stage.

(iii) Steps, Church Lane – Cinder Lane. Further to a Member raising a possible issue concerning these steps, the matter had been referred to the Area Highways Manager.

(iv) A report was made in connection with a satellite dish. Advice would be sought from the local planning authority.

**Action: The Clerk.**

(v) Advertising signs. A Member informed of the receipt of a complaint relating to an advertising sign within the highway. This would be referred to the Area Highway Manager. **Action: The Clerk.**