

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 11 June 2012 in Guilden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

In attendance: B M Lewin Esq, PC R Boulton.

1 Procedural matters.

(i) Apologies. Apologies were received and accepted from Cllr I Brown.

Apologies were received and noted from Cllr Margaret Parker and Cllr Stuart Parker.

(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 annual meeting of the Council held on Monday 14 May 2012. The minutes of the annual meeting of the Council held on Monday 14 May 2012 were proposed by Cllr Paterson, seconded by Cllr Moulton and agreed as a correct record subject to the following amendments:

Declarations of interest.

Cllr J Hughes declared a prejudicial interest in planning application 12/00936/FUL, convert outbuilding to provide ancillary accommodation, Wicker House, Wicker Lane, CH3 7EL by virtue of being the owner.

Public engagement, surgery 2 June 2012, delete Cllr Paterson, insert Cllr D Hughes.

(iv) Code of Conduct. There was nothing further to add at this stage to the understanding replacement local provisions were due to take effect from 1 July 2012 with the Council being free to adopt, modified or otherwise, a model code to be prepared by Cheshire West and Chester Council.

(v) Dates of future meetings: Mondays 16 July, 3 September, 1 October, 5 November and 3 December 2012.

(vi) Late information report 11 June 2012. The late information report for the current meeting was received and noted.

(vii) Boundary Commission for England 2013 review of parliamentary constituencies. There was nothing further to report at this stage.

(viii) Early Day motion on planning appeals and The Planning Applications (Appeals by Town and Parish Councils) Bill. Further to the reply from the MP, noted at the previous meeting, the following representation had been made as suggested by Cllr Roberts:

"Thank you for your reply and for details of the measures taken by the coalition government in respect of planning issues and empowering communities.

Members have asked me to say these are noted, thank you very much, but do not deal with the argument at the centre of the EDM that local councils should have a right of appeal where permission is granted for development to which they have objected.

The Council also believes that EDMs are a valuable tool for raising awareness of particular issues. Members hear what you say about the cost. Perhaps Parliament could devise a less expensive means dealing with this aspect of its business."

(ix) 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.

(x) Reimbursement of Members' expenses. There was nothing further to report at this stage.

(xi) Public speaking time. The Clerk referred to a note he had circulated for future consideration by the Council in order to draw the distinction between speaking by members of the public, where best practice indicated there should be no dialogue with the matter being considered as an agenda item if appropriate and engagement with, for example, members of the principal authority, officers and parish wardens where dialogue would normally be expected to inform the Council's business. The Chairman wished to see an easily understood distinction to assist members of the public. Cllr Paterson believed a more flexible approach which would allow dialogue if appropriate would be helpful. The Clerk indicated that at the discretion of the Chairman, standing orders could be suspended if necessary to allow a contribution. Otherwise, on the rare occasion it would be helpful for the Council to elicit further information from a speaker, this should be done by the Clerk. It was agreed the issue would be revisited. **Action: The Clerk.**

2 Community engagement.

(i) Public speaking time.

B Lewin Esq. Mr Lewin, as Public Rights of Way Warden, referred to the current correspondence from the Friends of the Millennium Greenway indicating disappointment at the Council's unwillingness, and that of Mickle Trafford and District, to provide funding towards the cost of projects. In the case of this Council, it had been explained the route did not fall within the Council's grant scheme as it was outside the parish and the Council had long held the view that decisions as to financial support for such causes should lie in the hands of individual council taxpayers. Reference had been made to the availability of funding from CWaC Members Budgets. Mr Lewin referred to the need for repairs to public art on the route and the possible application of Footpath Group funds. After some discussion, the Chairman indicated this would not be supported by the Council in the current economic climate.

As village webmaster, Mr Lewin reported further on web site issues including the input being provided by the Clerk. The Chairman referred to the need to continue to encourage residents to register for higher speed broadband as this was to be extended to other nearby parishes but not Guilden Sutton and Mickle Trafford.

PC R Boulton. PC Boulton indicated he was detained by a policing matter but would respond to any concerns the Council wished to raise. PC Boulton was thanked for his attendance.

(ii) Report of surgery held on Saturday 2 June 2012. The Chairman apologised to Cllr Davis for being unable to attend. The Clerk apologised for being unable to display the advertising board due to indisposition. Cllr Davis advised that no issues had been raised. It was agreed that Cllrs Davis and D Hughes would preside at the surgery to take place on Saturday 7 July 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 was being progressed by the contractor following the successful bid to the Ward Members' budgets. **Action: The Clerk.**

(iv) Parish Council drop ins.

(a) Faster broadband. Further to the well attended drop in held on Tuesday 7 February 2012 the issue would continue to be publicised.

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(b) Participatory budgeting. Further to the disappointing drop in held on Tuesday 28 February 2012 at which there had been no attendance, further opportunities would be sought to raise the profile of the issue.

(c) Affordable housing. The Clerk informed that further to the minute beneath, Cheshire West and Chester Council was proposing a drop in at Chester Rugby Club on Saturday 30 June, 2012 from 9am to 12.30pm. A request had been made for a parish council contribution towards the £25.00 cost of teas and coffees. Arrangements had separately been made by the Clerk for a Guilden Sutton drop in on Tuesday 26 June 2012 at which it was intended that officers from Cheshire West and Chester Council and from the housing association would attend. A newsletter would be distributed on Thursday 21 June 2012.

3 Planning.

(i) Current/New applications.

12/00936/FUL, convert outbuilding to provide ancillary accommodation, Wicker House, Wicker Lane, CH3 7EL. The decision notice was awaited.

12/01218/FUL: First floor side extension, porch to front and single storey rear extension, 4 The Vetches. The decision notice was awaited.

12/01713/FUL: Detached dwelling, 12/01713/FUL: detached dwelling, land at The Cottage Church Lane. Further inquiries had been made by councillors Paterson and J Hughes. The following objection had been raised:

The site lies within an area designated as Green Belt wherein there is a presumption against all inappropriate forms of new development. The proposal does not constitute limited infilling and, as such, constitutes inappropriate development in the Green Belt. As no special circumstances exist to set aside the national and local presumption against inappropriate development, the proposal is contrary to the advice contained within PPG 2 (Green Belts) and the relevant local planning policies applicable within the former Chester district including HO4 and ENV63. Although a net increase in the number of dwellings in Chester district is required, this aspiration does not outweigh the other policy considerations.

The proposed development would, by reason of its size, design and location close to site boundaries, result in a form of development appearing comparatively cramped and intrusive in the street scene which would be detrimental to the character and appearance of the locality and would not comply with PPS1 and policies ENV2 and HO5 of the Chester District Local Plan.

It was further agreed the LPA should be informed that should permission be recommended, environmental health officers should be requested to consider the effect of chimney emissions from the new dwelling on ground floor windows of properties in Fox Cover. **Action: The Clerk.**

(ii) Decision notices.

12/00631/FUL single storey rear extension (resubmission 11/05173/FUL), Ashbourne House Hare Lane. Planning permission. A proportionate part of the existing snooker room extension to be demolished. Permitted development rights removed.

(iii) Development control process.

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

(iv) Community planning.

(a) Parish Plan.

(i) Progress report. Cllr Paterson and the Clerk reported further. A detailed action plan had been prepared and circulated showing partners who would be involved in delivering the plan in addition to the Council. The Council having resolved to formally adopt the plan when the action points had been finalised, it was proposed by Cllr Roberts, seconded by Cllr J Hughes and agreed that the plan would be formally adopted. The Parish Plan Group would be informed. **Action: The Clerk.**

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The Clerk informed that since meeting the group in the Spring, he had submitted a large number of suggested contextual alterations, additions and other amendments to Mr R Bayton all of which had received courteous consideration. He believed the Council might feel the Chairman should thank Mr Bayton and this was agreed. **Action: The Chairman.**

(ii) Mapping. Further to Cllr Paterson reporting the mapping issue had been successfully progressed through the Parish Online resource, the Clerk advised he had been informed by Mr Bayton that the map it was intended to use contained an imprint which would run across the main built up area of the village. Advice was being sought from the supplier to resolve the issue. **Action: The Clerk**

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

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

(d) Neighbourhood Plan: Co-operation with Mickle Trafford and District Parish Council. The Clerk informed of his understanding that Mickle Trafford and District Parish Council was now considering the option of updating its Parish Plan and Village Design Statement.

He further informed the receipt of advice from the Cheshire Association of Local Councils dated 11 June 2012 referring to the possibility of the Association running a neighbourhood plans workshop in the near future. This would deal with the practical side of such plans and would focus heavily on group working and the translation of theory into working examples. The Association had also sought information as to whether the parish was looking at developing a neighbourhood plan, what support it had had, the support it would need and if Members would be interested in attending the workshop. It was agreed the County Office would be advised of the Council's interest. **Action: The Clerk.**

(e) Affordable housing.

It was noted the Chairman, Cllr Davis and the Clerk had attended a meeting of the Chester Villages group on 17 May 2012 in HQ. This had been joined by representatives of the three housing associations, Muir, Dane Plus and the Chester and District Housing Trust, who had responded to questions. The associations had indicated they were considering 30 potential sites in the ward and were aware of a possible further 100. These would include SHLAA sites. The Clerk believed Members should be aware possibilities may include sites the Council had considered and discounted and also sites which were offered directly to the associations by landowners. The Chairman reported that issues which had arisen included the desirability, as an alternative, of including affordable housing in larger housing schemes across the borough. Information had been presented that 107 affordable homes were required in the Chester Villages ward. It had been felt the Strategic Manager, Spacial Planning should demonstrate this need. Parishes attending the meeting had emphasised the necessity for local nomination rights. Provision would range from five affordable homes in smaller villages to 20 in larger villages. The possibility had been raised of a drop in for the whole of Chester Villages ward at which views would be sought on possible sites. The meeting had agreed the housing associations should seek to engage with Parish Councils at the earliest possible stage and to do so publicly.

Officers had provided the following note: T

Thank you all for attending the meeting on 17th May where representatives from three housing associations - Chester and District Housing Trust (Dave Soothill), Muir Housing Group (Paul Andrew) and. Plus Dane (Mike Watson) attended to explain the process for developing affordable housing in rural locations and answer questions from the representatives of the Parish Councils. The following are the key points I noted from the meeting: Concerns were expressed from individual Parishes regarding the evidence of local need for affordable housing in their areas. It was seen as a priority that brown field sites should be considered for development before any green field sites. It was considered a priority to consult widely with the public on any sites that have been identified through the Housing Associations and the Strategic Housing Land Availability Assessment. As a result of the discussion it was agreed that CW&C will organise a consultation event on potential sites in late June or early July where the Housing Associations will attend and answer questions.

(f) Housing reform. There was nothing further to report at this stage.

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(v) Strategic Planning.

(a) Gypsy and Traveller issues. There was nothing further to report at this stage which would directly affect Guilden Sutton.

(b) Local Development Framework core strategy: Chester Green Belt study. The Clerk confirmed the response agreed at the previous meeting had been submitted to the Strategic Manager, Spatial Planning, Cheshire West and Chester Council. He further informed of the receipt of correspondence from the Planning Co-ordinator, CPRE Chester District dated May 2012 which expressed concerns about the affect of the assessment of Green Belt land around Chester alone and argued the Green Belt around the city should be retained. The CPRE strongly urged all those concerned about the future of planning in the borough and in particular the future of Chester's Green Belt to write to Cheshire West and Chester Council and their local councillor as soon as possible.

(c) Development control: National planning policy framework. There was nothing further to report at this stage.

(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. The Clerk informed he attended the launch of this plan by Chester Renaissance and Cheshire West and Chester Council on Thursday 24 May 2012 in St John's Church, Chester.

4 Quality Council issues.

(i) Training: (a) Power to Promote Well Being. Further to the Clerk informing this had been replaced by a General Power of Competence which would require the Council and the Clerk to meet similar tests and the Clerk to pass an additional stand alone module to the Certificate, it was noted that modules were being offered by ChALC on 6 June 2012 in Cheshire West and Chester and 10 July 2012 in Cheshire East. The Clerk advised he had been unable to attend on 6 June, 2012 due to principal employment but understood from the Chief Officer that further sessions were to be offered. (b) General. Members would advise the Clerk should they wish to attend any of the training dates previously circulated. **Action: All Members.** (ii) Quality Councils Forum 23 May 2012. Councillors J Hughes, Paterson and the Clerk had attended. Cllr Paterson reported this had dealt with employment issues with speakers from NALC and ACAS. No clear guidance had emerged on future arrangements for the payment of gratuities to Clerks as had been hoped for. The next meeting would take place on Wednesday 22 August, 2012 and at the Clerk's suggestion would deal with neighbourhood planning. (iii) Quality Parish Council Status. (a) Conduct of Council business. The NALC model standing orders would be considered by the Quality Council group. (b) Certificate. The Clerk would obtain copies to enable the original to be displayed in the Village Hall.

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. 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.** 12/13 038

(b) Mole infestation. There was nothing further to report at this stage.

(c) State of nets. The issues raised by Mr D Palmer had been covered in separate responses from the Chairman and the Clerk. The intention was to provide replacement nets in time for the summer holidays. The Clerk informed of the possibility of a grant towards the cost from the Ward Members budget. **Action: The Clerk.** Concerns were expressed about the present height of the grass in the field.

(d) Basket ball equipment. Further to the Clerk informing repairs had been carried out by Messrs Deva Forge, an invoice was awaited.

(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. Cllr Paterson suggested the Council should consider the alternative options of discontinuing the informal weekly inspections and notifying the insurer or seeking estimates for a suitable service. It was agreed the latter option should be progressed by the Clerk. **Action: The Clerk.** (ii) Repair. Further to Cllr D Hughes reporting the need for repairs to a small area of the safety surfacing which had been damaged and to a pad becoming loose, it was noted the Clerk had obtained estimates from Mr Phil Davies and from an alternative local contractor. No response had been received from Play and Leisure. It was agreed the estimate received from Mr Davies should be accepted. **Action: The Clerk.** (iii) Equipment. 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.** (iv) Cleansing. Further to the Clerk informing that Messrs S&H Services had retired, an alternative contractor was being approached. **Action: The Clerk.** (v) Annual inspection - Morral Play Solutions. Cllr Paterson reported. It was noted there were no new issues other than those arising from higher standards which were now applied.

(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. This would be pursued in the event of insufficient funding being obtained to enable a replacement playground.

(f) Possible replacement playground. Further to the Clerk informing he had sought a third quotation to meet the requirements of the grant awarding bodies, he advised a revised 'price match' estimate was now expected from the third potential supplier. This would enable all three estimates to be considered by the Council. It was agreed the preliminary panel would comprise councillors D Hughes, Fisher and Paterson with 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 on this and other paths would be referred to Streetscene. **Action: The Clerk.** Members would advise the Clerk of any other areas of concern of which they became aware. **Action: All Members.** (ii) Steps. There was nothing further to report at this stage.

(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. The Clerk would seek to progress the issue. **Action: The Clerk.**

(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) Adopt a Path initiative. Further to the Clerk reporting the receipt of 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, this had been referred to the Public Rights of Way Warden who was to investigate and report further. **Action: Public Rights of Way Warden**

(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 remained outstanding from the Public Rights of Way Unit to which the issue had been referred. (iii) Garners Lane, ownership. Further to the Clerk informing he had contacted the Public Rights of Way Unit to ascertain the ownership of Garners Lane, the Council remained disappointed that a response was still awaited to this and the inquiries referred to above. The Clerk would seek to progress the issues. **Action: The Clerk.** (iv) Use by horse riders. There was nothing further to report at this stage. (v) Friends of the Millennium Greenway: request for parish council funding to help group projects. Further to the Clerk reporting the receipt of correspondence from the Friends which referred, inter alia, to the Council's decision not to provide funding for improvements although the route was well used by residents from within the parish, this had been disposed of as minuted above.

(g) Rights of Way Improvement Plan 2011-2016. There was nothing further to report at this stage.

(iv) Grounds Maintenance. (a) Vale. There was nothing further to report at this stage. (b) Parish Council contract 2012/13. There was nothing further to report at this stage.

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

(vi) Fox Cover. (i) Landscaping. The need for growth to be cut back was revisited. It was agreed the issue should be referred to Streetscene. **Action: The Clerk.**

(vii) Provision for youth. There was nothing further to report at this stage other than that raised by Mr Palmer.

(viii) Wild flower meadow. The Clerk informed he had received advice from Cheshire West and Chester Council as to the possible use of borough council owned land within the parish as a wild flower meadow which had indicated the appropriate officers to attend a site meeting. On further consideration, Members considered the effect of such planting on nearby occupiers and concluded the embankments of the Guilden Sutton Lane diversion might be a more appropriate location. It was agreed advice should be sought from the highway authority. Mr Evans would be informed. **Action: the Clerk.**

7 Public transport.

(i) Services, general. C27. Revised timetable 19 May 2012. Further to Cllr Moulton, Local Bus User Contact, advising the new contract would commence on Saturday 19 May 2012, the Clerk confirmed a supply of timetables had been obtained from the Integrated Transport Service for the Post Office. The change had been publicised on the Council's Twitter site and details of the new timetable would be included in the newsletter. **Action: The Clerk.** Members commented on the revised timetable, the Chairman informing that two key services had been removed and the current usage of the bus would be of interest.

(ii) Moorcroft Crescent inbound bus stand. There was nothing further to report at this stage.

(iii) Timetable information. It was noted this had been updated as of May 2012

(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.

(vi) Shelter cleaning. Following the retirement of Messrs S&H Services and to the Clerk informing an estimate had been sought from an alternative contractor, the Clerk confirmed the contractor had been appraised and had been requested to provide an annual invoice.

8 Highways.

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

(ii) Issues with highway authority, ownership by Traffic Group. The Clerk would produce an updated list to enable the intended review by the Traffic Group ahead of a meeting to be sought with the Area Highways Manager.

(iii) Current issues

(a) Speed issues.

(i) Speed indicator device. Cllr Moulton informed the equipment had been made available for use on Station Lane from 6-8 June 2012 but the six sessions which had been planned had been severely curtailed by bad weather. The possibility had arisen of support from the Police Community Support Officer or from the community safety wardens. Cllr Moulton was to discuss this with PC Boulton. It was noted with disappointment the Police were now understood to be unwilling to rely on data collected by the speed indicator equipment.

(ii) Community speed management. There was nothing further to report at this stage.

(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. Further to the comments made at a surgery as to the need for repairs to this unadopted path, there was nothing further to report at this stage.

(f) Parking, Arrowcroft Road. Further to the issue raised at a surgery as to damage to verges, there was nothing further to report at this stage as to the trial proposed by the Section Engineer involving lifting and resetting a small area of grass geogrid which would be resoiled and seeded. Within this area a plastic verge marker would be placed to protect the area being re-established. This may not be successful but would hopefully give a direction as to resetting the remaining geogrid verges or making an application for funding in future years.

(g) Flags, Summerfield Road. There was nothing further to report at this stage.

(h) Over riding, Summerfield Road. There was nothing further to report at this stage following the installation of 3 no cycle racks to deter vehicles over riding the footway to reach the Village Hall car park.

(i) Junction A41/Guilden Sutton Lane. There was nothing further to report at this stage.

(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 had been accepted, this work was included with the intended refurbishment of the signpost which was now proceeding. As agreed at the previous meeting, the contractor had been requested to carry out a similar refurbishment to the Station Lane nameplate on the opposite wall of the memorial which compared badly when viewed from Wicker Lane.

(k) Migration of gravel. There was nothing further to report at present.

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(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. Further to Cllr D Hughes referring to the condition of this path which it was understood had been placed in an eight week schedule by Streetscene, the position 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. The installation of the planters was awaited. Adopters would be sought for those on Station Lane and Wicker Lane, Cllr Moulton having intimated he would be happy to care for the planter at the reservoir. Further to the request by Cllr Moulton as to clarification, the insurers had confirmed that provided the planters were in the ownership of the Parish Council, any volunteers tending them were included within the cover.

(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) Fingerpost signs. The signwriter had been requested to proceed following the successful applications to the Ward Members' personal budgets. With respect to the fingerpost at School Lane, the signwriter had been instructed to carry out the refurbishment on the basis of the original legend with a black and white addition referring to the church allowing for a brown direction sign to the public house should it reopen on a continuing basis.

The Clerk further informed the contractor had reported the 'Chester' arm of the post in the memorial garden had become detached. The forge had kindly carried out an extremely rapid repair involving a similar bracket to that used for the 'Mickle Trafford' arm to enable the refurbishment to proceed. He also advised of correspondence per Mrs Kirk thanking the Council for the work which was being carried out.

(z) Patching, Oaklands. Further to Cllr Paterson expressing concern with respect to renewed 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.

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

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

(zc) Village access for mobility scooters. There was nothing further to be reported at this stage.

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

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

(zf) 20 mph limit. 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. The initial survey required would be funded by the Ward Members' personal budgets. 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.**

(zg) Damaged verge, Guilden Sutton Lane, adjacent to Messrs Gresty's field. There was nothing further to report at this stage as to reinstatement.

(zh) Ward members' meeting with Area Highways Manager, 14 December 2011. Advice was awaited on the Guilden Sutton issues: junction Guilden Sutton Lane and the A41, speed limits on Guilden Sutton Lane and Wicker Lane, kerbing on Wicker Lane and possible options for a new vehicular entrance to a property on Wicker Lane.

(zi) Fence adjoining school access. The Clerk informed a further section of fencing was now collapsing, albeit to a lesser extent. Cllr Davis kindly informed of the action he had taken with repairs due on 15 June 2012. **Action: Cllr Davis.**

(zj) Guilden Sutton Lane: damage to surface. The Council noted that surface dressing and other work had been carried out on a section of Guilden Sutton Lane and School Lane in the vicinity of Belle Vue Lane and Oaklands during the week commencing 28 May, 2012.

(zk) Church Lane. Cllr Paterson informed of a defect in Church Lane advised by Mr B J Bailey. It was agreed this should be brought to the attention of the Section Engineer. **Action: The Clerk.**

(zl) Damaged verge, Guilden Sutton Lane. A question was raised as to whether the intended reinstatement had been carried out. The issue would be referred to the Section Engineer. Concern was also expressed about the condition of the boundary of the adjoining land. This would be brought to the attention of the landowner. **Action: The Clerk.**

(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.

Co-operative Bank

Interest

4 May 2012	£	1.46
1 June 2012	£	2.61

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CWaC

Precept	£16,423.00
Members Budget grants	£ 1,310.00

(ii) Payments.

Morrall Play Services Annual inspection	£ 54.00 (inc £9.00 VAT)
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Messrs Gresty

1232	£ 530.00 (amended)
1238	<u>£ 380.00</u>
	£ 910.00

Dee Fabrications Signpost repair	£ 100.80 (inc VAT 16.80)
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Mrs P Blythe Playing field rent July-Oct 2012	£ 160.00
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Clerk

Postage	£ 0.90
Telephone	£ 5.00
Photocopies 424@5p	£ 21.20
Fares	£ 0.70
Mileage 23@45p	<u>£ 10.35</u>
	£ 38.15

NWN Media Newsletter distribution	£ 23.34 (inc VAT £3.38)
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Proposed by Cllr Fisher
Seconded by Cllr J Hughes
and agreed.

(iii) Balances

Co-operative Bank 1 June 2012	£28,582.51
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Scottish Widows no 1 1 April 2012	£20,004.59
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Scottish Widows no 2 1 April 2012	£ 3,377.64
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(iv) Report on contingency payments.

Budget:	£ 944.00
Payments:	£ 0.00

(v) Insurance. There was nothing further to report at this stage other than that minuted above re planters.

(vi) HMRC annual return. The Clerk informed that HMRC had acknowledged receipt of this return which was required to be completed online and thanked Cllr Paterson for her assistance.

(vii) Audit Group. There was nothing further to report at this stage.

(viii) Bank signatories. There was now nothing further to report.

(ix) Budget 2012/13. The payment of the precept for 2012/13 had been received as minuted above .

(x) Review of procedures for risk assessment. There was nothing further to report at this stage. Initial consideration of any issues arising would be referred on an ongoing basis to the Audit Group.

(xi) Participatory budgeting. There was nothing further to add to that minuted above.

(xii) Clerk's gratuity. It was noted, as minuted above, that no firm guidance had been provided to the meeting of the Quality Councils Forum held on 23 May 2012.

(xiii) External audit. The Clerk confirmed the annual return for 2011/12 had been forwarded to the Audit Commission.

He further informed the Audit Commission proposed to appoint BDO LLP as the Council's auditors for five years from 2012/13. He asked any Member who was aware of any reason why this firm should not be appointed to advise him as soon as possible. **Action: All Members.**

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.** The condition of the steps from Fox Cover to Church Lane, raised by Cllr D Hughes, was being monitored together with that of the steps opposite from Cinder Lane to Church Lane. (b) Litter bin, Fox Cover steps. The renewed request for a litter bin at this location had been progressed by the Clerk. **Action: The Clerk.** Further to a Member referring to the need for a bin in the vicinity of the junction of Guilden Sutton Lane and Hare Lane, this had been raised with Streetscene. **Action: The Clerk.** (c) Regular inspections. The suggestion raised by Cllr Moulton as to regular inspections throughout the parish with an increase in the lengthsmen'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. There was nothing further to report at this stage following Members referring to increased fouling in the vicinity of the shops and on footpath 2 towards Belle Vue Lane.

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

(v) Noise issues. There was nothing further to report at this stage.

11 Trees and Hedges.

(i) Hedges, Guilden Sutton Lane. The increasing obstruction of the footway on Guilden Sutton Lane and at other locations in the village by overgrown hedges would be referred to the highway authority. Further to Members revisiting the action they wished to take, the Clerk was progressing a standard proforma 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 lengthsmen'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. Further to the Council being informed of overhanging branches to trees on private land which it was thought could be a potential hazard, a response remained outstanding from 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 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, further inquiries were being made by the Clerk as to the concern a further tree nearby was now suffering a fungal disease which may have spread from those which had been removed. Cllr Paterson believed disease to be the cause. Cllr Davis felt that severe damage to a number of trees was due to beetle damage elsewhere. **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 and overhanging branches previously reported by Cllr Paterson and to the overhanging branches referred to by Cllr D Hughes. It was noted that overgrowth generally was being reported to Streetscene.

(xi) Trees adjacent to Summerfield House. There was nothing further to report at this stage, Streetscene having advised the proposed work to the trees adjacent to Summerfield House had been deferred due to lack of funds. At the suggestion of Cllr Paterson, further inquiries were being made. **Action: The Clerk.**

(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 was to visit this area with the Clerk. **Action: Cllr D Hughes/The Clerk.**

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

(xvi) Highway tree adjoining 45 Oaklands, basal growth. There was nothing further to report at this stage.

(xvii) Overgrowth, Summerfield Road car park. There was nothing further to report at this stage. It was noted the Section Engineer had indicated that further action may be required at some point in the future.

(xviii) Shrubs, Wicker Lane. Further to Cllr D Hughes referred to shrubs overhanging the footway in the vicinity of The Vicarage and to Cllr Davis referring to the effect on HGVs of an overgrown hedge through their being thrown into the centre of the carriageway, Cllr D Hughes was to visit this area with the Clerk. **Action: Cllr D Hughes/The Clerk.**

(xix) Oaks, School Lane/Oaklands junction. There was nothing further to report at this stage.

12 Cheshire Association of Local Councils.

(i) Chester Area Meeting. There was nothing further to report at this stage.

13 Cheshire West and Chester Council.

(i) Community Forums. (a) Chester Villages. There was nothing further to report at this stage. The absence of a meeting of the forum would be raised with the Chairman. **Action: The Clerk.** (b) Inaudibility of proceedings. There was nothing further to report at this stage.

(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) Members' budget projects. There was nothing further to report at this stage.

(iv) Community governance review. Members noted the outcome of the meeting which had taken place on Tuesday 29 May 2012 in the Village Hall. Cheshire West and Chester Council had been represented by the committee chairman, Cllr Ann Wright (who was clerk to several parish councils) and by the Local Strategic Partnerships director, Alison Armstrong. The Vice Chairman and Clerk had attended. Issues dealt with had included revisions to the parish boundaries on Guilden Sutton Lane and Hare Lane (road diversions) and the retention, for consultation purposes, of that part of the boundary crossing the A41. The review had identified the potential boundary issue in Pipers Ash. It was indicated the Parish Council would not wish to formally raise the matter but if change was proposed, the Council's holding position would be any revision must be supported by the majority of occupiers.

(v) School planning and policy: standardised school year consultation. Further to Members agreed this change would be beneficial, the borough council had been informed. **Action: The Clerk.**

14 Cheshire Community Action. There were no action items to report.

15 CPRE. There were no action items to report.

16 Health. There were no action items to report.

17 Policing.

(i) Western Police Area Question Time. There was nothing further to report at this stage.

(ii) Crime. A Member referred to serious damage which had occurred to an ecclesiastical building in an adjoining parish as a result of metal theft.

(iii) Parking, Arrowcroft Road. Concerns as to continuing inconsiderate parking were minuted above.

(iv) Parking, Cinder Close. A Member reported a parking issue in Cinder Close had been brought to his attention by an occupier. This was thought to be causing some obstruction. The matter would be referred to the PC Boulton. **Action: The Clerk.**

18 Newsletter. 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.

20 Bulb planting. Members discussed future planting.

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

22 Primary School. Councillor D Hughes reported.

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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) HM The Queen Diamond Jubilee. It was noted a lunch had been organised by St John's Church in the Village Hall open to all and that residents in Moorcroft Crescent and Guilden Sutton Lane between the A41 and A55 had held a street party. Guilden Sutton WI had celebrated the jubilee at their June meeting on Tuesday 5 June 2012. The lighting of the Great Boughton Beacon had taken place on Monday 4 June 2012.

(ii) Fête. Members agreed the arrangements for running the ice cream stall.

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 Enhanced broadband. The Clerk informed a Connecting Cheshire Digital Champions event would take place on Friday 22 June 2012 from 1pm- 3pm in Northwich Memorial Hall. **Action: Cllr D Hughes.**

28 Village Hall Management Committee. Further to Cllr J Hughes 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, Cllr Davis would now report further to a future meeting. Cllr Davis requested to be informed of the dates of meetings of the committee.

29 MC2, Guilden Sutton Methodist Church. Cllr Paterson reported further.

30 Summerfield House. Further to Cllr Roberts informing the new manager of Summerfield House was keen for residents to be more involved in local events, there was nothing further to report at this stage.

31 Electricity sub stations: Oaklands estate. Further to Cllr Brown referring to the condition of some electricity sub stations on the estate and to the matter being brought to the attention of Scottish Power, a response remained outstanding. **Action: The Clerk.**

32 Members Information Items.

Bird in Hand. Cllr Roberts informed an open day for prospective tenants organised by the brewery had been very well attended but there had been no positive outcome. There was now a possibility the premises would become available as a free house..

Wilding Business Estate. Cllr Moulton informed that traffic markings kindly provided by Mr Anthony Wilding some years ago were now faded. He believed they should be reinstated and strengthened with an unofficial stop sign. This would be raised with the estate. **Action: The Clerk.**

33 Information correspondence.

Planning: Get mapping, Parish Online newsletter

Leisure Services: Mid Cheshire Footpath Society walks programme July- December 2012

Highways: Community Speedwatch signs.

Finance: Co-operative Bank: special rates for town and parish councils

ChALC: Councillor 3 training session

NALC: People in Action conferences; Local Council Review opinion question; Local Council Review Summer 2012.

Cheshire West and Chester Council:

Altogether Better weekly updates up to no 12;

Borough wide Dog Control Order;

Partnerships West editions 39, 40;

May bulletin for local councils;

Members briefings 349 Strategic commissioning plan for independence, health and wellbeing; 350 Cycling strategy consultation; 351 Resource allocation system; 352 Public health funding allocations; 353 Provider Services review; 354 Regeneration and Culture management changes; 355 Ellesmere Port Station; 356 Consumer Powers consultation; 357 Northgate update; 358 Responsible drinking zone; 359 Local sustainable transport fund; 360 Our Community survey, interim results; 361 Greenspace strategy and development.

Update from Connecting Cheshire.

Recycle 1, May 2012.

CPRE, Local food

Policing: Western Rural newsletter week commencing 14, 21, 28 May, 4 June 2012; PC Boulton newsletter May 2012.

Western Watch: Police inspector updates; Information from partner agencies; Information from Crimestoppers; Rural incidents; Theft of diesel; Scams.

NHS Western Cheshire, Rural People Matter, public sector decision making workshop, Tuesday 29 May 2012, Barbour Institute, Tattenhall

General:

Govknow: Understanding how Police reforms will affect communities, Police and Justice conference 2012, Central London.

Historic Towns Forum, Invitation to national planning policy framework seminar 20 June 2012.

Local works.org: New Bill to empower local councils.

North Housing: Northern Voice.

Reaseheath College Negotiating Skills training; Rural business course programme June 2012; Habitats and Hill Forts event, grassland and wildflowers

Rural Services Network weekly E mail news digest 14, 21, 28 May, 6 June 2012; Rural opportunities bulletin.

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.

34 Possible enforcement issues. (i) Development control: possible development control issue. A renewed request had been made for outstanding advice. With respect to an issue brought before the May meeting, the Clerk informed he had been advised that no planning permission was required providing the structure was displaying the national flag.

Action: Noted.

(ii) Steps, Cinder Lane - Church Lane. Further to a Member raising a possible issue concerning these steps, this would continue to be monitored following action by the Section Engineer.

(iii) Satellite dishes. Advice would be sought from the local planning authority on an issue previously advised to the Council and on any others which may become apparent.