

Guiden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 5 November 2012 in Guiden Sutton Village Hall.

Chairman: Cllr D Hughes.

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

In attendance. Cllr S Parker and 10 members of the public.

1 Procedural matters.

(i) Declarations of interest. Members were reminded that they should declare any Disclosable Pecuniary Interest or any Other Disclosable Interest which they may have 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. With a Disclosable Pecuniary Interest, the Member must not take part in the discussion or vote and must withdraw. There was no right to speak as a member of the public. With an Other Disclosable Interest, the Member must not take part in the discussion or vote but may remain in the room after making a statement if he/she wished to do so. 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.

(ii) Apologies. Apologies were received and accepted from Cllr J Hughes.

Apologies were received from Cllr M Parker and PC R Boulton.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 1 October, 2012. The minutes of the ordinary meeting of the Council held on Monday 1 October, 2012 were proposed by Cllr Paterson, seconded by Cllr Roberts and agreed subject to the date of the most recent surgery being amended from 29 September 2012 to 6 October 2012.

(iv) Code of Conduct. Members were reminded their completed registers had been due with the County Office by 1 October 2012. Members noted, as above, the guidance that Members did not have the same rights to speak as a member of the public when declaring a Disclosable Pecuniary Interest.

(v) Dates of future meetings: Monday 3 December 2012.

Mondays 7 January, 4 February, 4 March, 8 April, 6 May, 3 June, 15 July, 2 September, 7 October, 4 November and 2 December, 2013. Following the meeting it emerged that 6 May 2013 was the Early May Bank Holiday and an alternative meeting place would probably be required should the annual parish meeting and the annual meeting of the Council move to 13 May 2012.

(vi) Late information report 5 November 2012. The late information report for the current meeting was received and noted.

(vii) Boundary Commission for England 2013 review of parliamentary constituencies. The Clerk reported the revised proposals had been published on Tuesday 16 October, 2012. The Commission had concluded that Chester Villages presented a particularly difficult issue but remained of the view the former Gowy county council division should move to a new Eddisbury constituency from the City of Chester as there were insufficient exceptional circumstances to justify splitting the former Gowy ward which was not otherwise permitted by the guidance. The Clerk indicated he would maintain a robust objection by the due date of 10 December 2012. Cllr Roberts believed the Council should emphasise the view the final decision should take account of the current Chester Villages ward boundary rather than the defunct Gowy division. This was agreed. **Action: The Clerk.**

(viii) 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.

(ix) Reimbursement of Members' expenses. There was nothing further to report at this stage. 12/13 104

(x) Recording of the closing time of meetings. Further to the suggestion by Cllr Fisher that the conclusion time of each meeting should be minuted, the Clerk indicated there was no reason why this should not be included if Members wished. The date of the next following meeting already appeared in each agenda and minutes but could easily be highlighted if the Council wished. This was agreed. **Action: The Clerk.**

2 Community engagement.

(i) Public speaking time.

(a) Public speakers.

Local Development Framework Preferred Policy Directions: strategic release of Green Belt land around Chester. Mr R Hibbert, a member of the CPRE, Mrs P Ratcliffe and Mr R Williams spoke against this proposal. Mr Hibbert thanked the Council for keeping residents informed.

Boundary Commission for England 2013 review of parliamentary constituencies. Mr R Hibbert spoke with respect to the use of the former Gowy division boundary.

(b) Visiting members, officers and wardens.

Cllr S Parker spoke to the Altogether Better initiative which would provide parish councils with the opportunity to influence public service spending proposals affecting the parish; measures to accelerate the provision of superfast broadband in the rural area where communities, including Guilden Sutton were being left out and the launch of the Christmas celebrations in Chester on Thursday 22 November 2012. In response to Cllr Paterson, who inquired as to the provision of grit bags during adverse weather, Cllr Parker confirmed there was a commitment from the ward members' budgets. He inquired as to possible locations and would liaise with the Clerk.

(ii) Report of surgery held on Saturday 6 October, 2012. Cllr Paterson reported concerns had arisen as overgrown hedges obstructing the footway, confirmed by the subsequent letter from Mr Jackson, minuted beneath. A site meeting was to take place with the Section Engineer on 12 November 2012. Cllrs D Hughes and Moulton had presided at the surgery which had taken place on Saturday 3 November 2012. Issues had included the proposed parliamentary boundary change.

In relation to fly tipping in Hoole Village raised at a previous surgery, it was noted the Clerk at Mickle Trafford and District had requested an exact location to enable the report form to be completed.

(iii) 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.

(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.

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

3 Planning.

Current/new applications were as follows (most recent first):

Demolition of existing single storey element to rear, coal shed and garage and erection of a single storey side/rear extension and replacement garage with hobby room

3 Moorcroft Crescent Guilden Sutton Chester Cheshire CH3 7HA

Ref. No: 12/04749/FUL | Validated: Fri 26 Oct 2012 | Status: Pending consideration.

Comments due by 22 November 2012.

Yew (T1) crown lift to give 3m clearance, Western Red Cedar (T2) reduce height by 3-4m, Western Red Cedar (T3) Remove very large limb over the highway and two smaller ones adjacent to light column and a minor branch over road remove large limb adjacent to property and reduce overall height by 3-4m

The Lodge School Lane Guilden Sutton Chester Cheshire CH3 7EU

Ref. No: 12/04732/TPO | Validated: Mon 22 Oct 2012 | Status: Pending consideration

12/13 105

Single storey extensions to front and rear - Amendment to application 12/03165/FUL
Halfways Hare Lane Chester Cheshire CH3 7ED

Ref. No: 12/04577/FUL | Validated: Mon 15 Oct 2012 | Status: Pending consideration.

Cllrs D Hughes and Paterson reported. There were no objections from neighbours. It was agreed there was no objection but the LPA would be asked to be satisfied the increase in floor space was appropriate in the Green Belt.

Crown reduction of 4 oak trees

30-34 Cinder Lane Guilden Sutton Chester Cheshire CH3 7EN

Ref. No: 12/04486/TPO | Validated: Fri 05 Oct 2012 | Status: Pending consideration

(ii) Decisions

Single storey rear extension

3 School Lane Guilden Sutton Chester Cheshire CH3 7ET

Ref. No: 12/03916/FUL | Validated: Wed 05 Sep 2012 | Status: Application permitted.

(iii) Development control process.

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

(b) Planning postcards. Members requiring planning postcards would notify the Clerk. **Action: All Members.**

(iv) Community planning.

(a) Parish Plan. There was nothing further to report at this stage

(b) Christleton Community Plan. The Council had not been represented at the first Implementation Meeting which had been held on 18 October, 2012 at Christleton Primary School to begin the process of how to tackle the actions identified. The purpose of the meeting had been mainly to attract volunteers from the village to take actions forward.

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

(d) Neighbourhood Plan:

(i) Co-operation with Mickle Trafford and District Parish Council. There was nothing further to report at this stage.

(ii) Cheshire Association of Local Councils, neighbourhood plans workshop. There was nothing further to report at this stage.

(iii) On line course. Cllr J Hughes would further investigate an on line course at www.ntselearning.co.uk. **Action: Cllr J Hughes.** The Clerk would investigate further courses and forums which would inform the Council's understanding of the neighbourhood planning process. **Action: The Clerk.**

(iv) Newsletter. The Clerk had confirmed to Cheshire West and Chester Council, following an approach, that the Council wished to receive a monthly Neighbourhood Planning newsletter.

(e) Affordable housing. Chester Villages Housing Group, 26 September 2012. Documents provided by the Housing Strategy and Enabling Officer had been circulated to all Members.

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

(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.

(i) Consultation. Members were reminded the consultation would end on 12 November 2012. 12/13 106

A briefing for parish and town councils held on Thursday 4 October, 2012 at St Mary's Centre, Chester had been attended by Cllrs Moulton and Paterson. The issue had been considered at the Elton, Chester Villages, Saughall and Mollington Community Forum held on Tuesday 9 October 2012 in Mickle Trafford Village School.

(ii) Chester Green Belt. (a) Campaigns. CPRE/ www.chestergreenbelt.com The Clerk had made arrangements for appropriate information to appear on the website and in a newsletter which had included the 4pp case presented by the CPRE. (b) Strategic release. Members considered the preferred policy direction by the borough council to allow the strategic release of Green Belt around Chester to allow for 2,000 houses. The Chairman invited the Clerk to provide the context. The Clerk informed that although a high profile was being given to campaigns to 'save the Green Belt' he believed it would be dishonest to those who had kindly found the time to attend and to comment and to residents not present not to indicate that at some point development would take place in Guilden Sutton as it had in the past. It was remarkable there had been no new build for a considerable number of years when development had taken place in Mickle Trafford. Guilden Sutton Lane had been developed in the past, Oaklands had been built in the 1970s on Green Belt farm land followed by Cinder Lane. Government and borough council policies favoured growth but where this might take place, to what extent and when was not known at present. Members further noted the representations made during public speaking and correspondence from Mr and Mrs R Williams and Mr R Worth. Cllr Fisher pointed out the A55 had long been recognised as a possible future boundary for Chester. The Chairman and the Vice Chairman were supported by Cllr Paterson in their view the independence of the village from the built up area should be maintained. Cllr Roberts believed all brownfield land in the borough should be taken up before the Green Belt was considered. Cllr Davis said the city had to grow and supported the provision of affordable homes. He emphasised the issue would not go away. It was proposed by the Chairman, seconded by the Vice Chairman and agreed unanimously that the Council should support the view of the CPRE, of which it was a member, that there should be no strategic release, the Chairman and Vice Chairman wishing to see no further development in the village.

Cllr Parker kindly responded indicating the need for very special circumstances to be demonstrated would remain.

(iii) Local Plan: ChALC consultation. Members agreed a proposed response to the Cheshire Association of Local Councils previously circulated. The initial response would be revisited in the light of the decision minuted above.

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

(d) Chester One City Plan. There was nothing further to report at this stage.

4 Quality Council issues.

(i) Training: (a) Power to Promote Well Being. There was nothing further to report at this stage as 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.

(b) General. (i) Councillor 2 Workshop. Members noted a Councillor 2 Workshop was to take place on 15 November 2012 at Tarvin Community Centre commencing at 6.30pm. The Chairman indicated he was minded to attend. (ii) Training dates 2013. Members noted the proposed training dates for 2013 and would advise the Clerk should they wish to attend.

(ii) Quality Councils Forum. It was noted the next meeting would be held on Wednesday 21 November, 2012. The Vice Chairman kindly indicated he would attend. It was noted the agenda would include the revised code of conduct.

(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 was to obtain copies to enable the original to be displayed in the Village Hall.

5 Parish car park.

(i) Grounds maintenance. Cllr D Hughes reported Messrs Gresty were retiring wef 1 November 2012 but would fulfil the 2012/13 Parish Council grounds maintenance contract. The emptying of the litter bin by Cheshire West and Chester Council was being kept under review. The issues raised by Mrs Kirk would remain under consideration. Cllr Davis informed a quantity of green refuse had been removed. 12/13 107

(ii) Improvement scheme. This would be revisited in due course.

(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 including litter bin emptying. The need for the field side goal mouth to receive attention at some stage would remain under consideration.

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

(c) Nets. Further to the Clerk informing the supplier had notified non-payment although the bank statement had confirmed the cheque had been cashed in mid-July, further clarification had been provided by the Clerk and no further action was required.

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

(ii) Children's Play Area.

(a) CCTV and CCTV protocol. (i) Upgrade. Further to Cllr D Hughes referring to a possible future upgrade of the system, the Clerk would investigate the possibility of grants. (ii) Protocol. A simple protocol covering the inspection of images captured by the system would be progressed in due course by the Clerk. **Action: The Clerk.** (ii) Maintenance. The need for maintenance to the equipment would be revisited. Cllr Roberts believed the equipment should be checked on a regular basis and was supported by Cllr Paterson. It was agreed advice should be sought from the supplier. **Action: The Clerk.**

(b) Inspections. (i) Rota. Reports for September and October had been provided by Play Inspection and Maintenance Services and had been referred to Cllr Paterson as the certified inspector. (ii) 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.** (iii) Cleansing. Further to the Clerk informing that Messrs S&H Services had retired, an alternative contractor was being approached. **Action: The Clerk.**

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

(d) Grounds maintenance issues. Further to Cllr Fisher referring to the height of the boundary hedging which he believed should be reduced to enable parents sitting in the play area to be able to see children leaving the school and to the Chairman kindly agreeing to raise the issue, there was nothing further to report at this stage. **Action: Cllr D Hughes.** Advice as to a thorough clean of the safety surfacing would be sought from the inspector and from Cheshire West and Chester Council. **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. Members noted the Council was in receipt of three quotations, two of which were within the preferred financial parameters. It was agreed these two suppliers would be invited the preliminary panel comprising Cllrs D Hughes, Fisher and Paterson with the Clerk.

(g) NHS Western Cheshire voluntary code for smoke free play areas. The Clerk informed of this initiative which the Council intimated it was keen to support.

(iii) Public Footpaths.

(a) Footpath 7. The comment by Cllr Paterson as to the condition of the route had been referred to the Public Rights of Way Warden. **Action: The Clerk.**

(b) Footpath 2: (i) Clearance and sweeping. The Clerk would continue to report overgrowth on this and other paths which had been referred to Streetscene. 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) Footpath 3 The Clerk reported he had been advised by the Public Rights of Way Warden of concerns as to the state of the bank and a leaning wall adjacent to Footpath 3 at the back of houses on Cinder Close, past the Bird in Hand (Grid ref : SJ448679). It would be unfortunate if this was to fall on anybody particularly with the very wet weather possibly affecting the stability of the bank. The warden had requested the Council to raise the issue with the Public Rights of Way Unit. It was agreed the matter should be referred through the Ward Members. **Action: The Clerk.**

Further the Warden had advised the path had become impassable due to the deposit of quantities of chicken manure on the farmland causing a build up of contaminated surface water on the route. This was also an environmental hazard he believed taking account of the Nitrate Vulnerable Zone (NVZ) requirements. The water build up around the piles could easily lead to run off in the direction of Church Lane, he felt as had occurred in the recent flooding. The Warden had kindly offered to raise the issue with the appropriate authorities and this was agreed. **Action: The Clerk.**

(e) 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.

(f) Mid Cheshire Footpath Society. There was nothing further to report at this stage.

(g) 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. It was noted the Public Rights of Way Warden had reported repeated flooding of the access to the Greenway from Guilden Sutton to PROW. (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. There was nothing further to report at this stage.

(h) 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. The proposed progress meeting would now be held in abeyance following the impending retirement on the contractor. The Clerk informed he had obtained details of contractors employed by Mickle Trafford and District and Christleton parish councils and would seek quotations. **Action: The Clerk.**

(v) Public Seats. Damage was reported to the seat on Guilden Sutton Lane. This would be inspected by the Clerk. **Action: The Clerk.**

(vi) Fox Cover. (i) Landscaping. The need for growth to be cut back had been referred to Streetscene. No response had been received. It was noted Mr and Mrs Dawson, the occupiers of an adjoining property, had expressed concern the planting was taking their light.

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

(viii) Wild flower meadow. The Clerk would contact the highway authority as to the suggestion that wild flower planting might take place on the embankments of the Guilden Sutton Lane diversion.

7 Public transport.

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

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

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

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

(v) 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, there was nothing further to report at this stage.

8 Highways.

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

(ii) Issues with highway authority, ownership by Traffic Group. The Clerk would review the revised list of issues which the Traffic Group would seek to progress at a meeting with the Area Highways Manager prior to seeking dates.

(iii) Current issues

(a) Speed issues.

(i) Speed indicator device. The SID results for October 2012 were received. It was noted the proposed dates of Friday 2 to 9 November 2012 had been cancelled as Cllr Moulton was engaged in other duties. Further to the Chairman referring to the speed of traffic on Station Lane and to the expectation the Police would support action on that road and on School Lane, the Chairman was to discuss this with PC Boulton. **Action: Cllr D Hughes.**

(ii) Community speed management. Further to the suggestion that a permanent 30mph flashing sign should be installed, further inquiries would be made by the Clerk. **Action: The Clerk.**

(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) School parking. Further to Members being advised that PC Boulton had suggested the possibility of a residents' parking scheme, further information would be sought by the Clerk. **Action: The Clerk.**

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

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

(i) 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.

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

(k) 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.

(l) 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.

(m) 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.

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

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

(p) 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.

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

(r) Planters. The installation of the planters was awaited. Further inquiries would be made by the Clerk. **Action: The Clerk.** 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.

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

(t) 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.

(u) Church Lane/Wicker Lane, overgrowth at corner. The renewed concerns raised by Mrs Kirk had been referred to the Area Highways Manager.

(v) School Lane. Further to the work which had been 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.

(w) 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.

(x) 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. The Clerk was to inspect other similar areas. **Action: The Clerk.**

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

(z) Parking, Summerfield Road. The increase in the incidence of long term parking outside the shops continued to be monitored. The Clerk informed of correspondence received from Mr John Browne, which he had circulated, as to parking conditions immediately to the front of the shops. It was agreed this should be raised with the highway authority. **Action: The Clerk.**

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

(zb) 20 mph 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.**

(zc) 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.

(zd) Fence adjoining school access. Further to the Clerk informing a further section of fencing was now collapsing, albeit to a lesser extent, he reported repair work had been carried out. 12/13 111

(ze) Church Lane. Further to Cllr Paterson informing of a defect in Church Lane advised by Mr B J Bailey and to the Section Engineer reporting the area would be monitored during the course of routine visits to the area, there was nothing further to report at this stage.

(zf) Speed markings, Wilding Business Estate. Further to Cllr Moulton informing that traffic markings kindly provided by Mr Anthony Wilding some years ago were now faded and to his belief they should be reinstated and strengthened

with an unofficial stop sign, this was being raised with the estate. **Action: The Clerk.**

(zg) Arrowcroft Road/Jct School Lane. Further to the Clerk informing of an overflowing gully, the Section Engineer had confirmed the situation would continue to be monitored to determine if relaying of the carrier drains was required.

(zh) Guilden Sutton Lane: footway drainage. Further to the Section Engineer informing works orders were being prepared to install two additional gullies in the footway to capture surface water run-off from the adjacent field, hopefully by mid October, there was nothing further to report at this stage.

(zi) Temporary closure, Hare Lane. It was noted the temporary nine week closure of Hare Lane from 2 October 2012 to enable works by Dee Valley Water was now in force.

(iv) Lighting. (a) Faults. A day burner adjacent to Hickmore Heys would be reported. (b) Lighting, Heath Bank and junction Church Lane/Fox Cover steps. Further to the Clerk receiving an approach from the new term maintenance contractor offering street lighting services, further information would be sought to inform a possible bid to the ward members' budgets. **Action: The Clerk.**

9 Finance.

(i) Income:

Co-operative Bank

Bank interest 5 September 2012	£	4.33
-----------------------------------	---	------

Scottish Widows no 1 Interest 1 October 2012	£	0.00
---	---	------

Scottish Widows no 2 Interest 1 October 2012	£	2.13
---	---	------

(ii) Payments

Deva Forge Repair to basket ball frame	£	132.00 (inc VAT £22.00)
---	---	-------------------------

M S J Roberts Parish Plan Payment no 6	£	138.00
---	---	--------

Devaprint Newsletter 151	£	80.00
-----------------------------	---	-------

NWN Media Newsletter distribution 37788	£	23.34 (inc VAT £3.89)
---	---	-----------------------

Play Inspection and Maintenance Services September 2012	£	36.00 (inc VAT £6.00)
October 2012	£	<u>36.00</u> (inc VAT £6.00)
	£	72.00

Clerk's expenses

Photocopies 368 @ 5p	£	18.40
-------------------------	---	-------

Mileage		
30 @ 45p	£	13.50
	£	31.90

Proposed by Cllr Paterson
 Seconded by Cllr Fisher
 and agreed.

(iii) Balances

Co-operative Bank		
20 September 2012	£20,143.32	
Scottish Widows 1		
1 October 2012	£20,004.59*	

* To note the balances of the Co-operative Bank account and this account were inadvertently transposed in the September minutes and were corrected in the October minutes.

Scottish Widows 2		
1 October 2012	£ 3,381.87	

(iv) Report on contingency payments.

Budget:	£	944.00
Payments:	£	0.00

(v) Insurance. The offer by the Council's insurers to visit was being progressed. **Action: The Clerk.**

(vi) Audit issues. (a) Display of completion of notice of completion of audit. The Clerk would make arrangements for the display of this notice. (b) Internal audit. The Clerk confirmed the papers for both Q1 and Q2 were almost complete and could be reviewed by the Group in due course although the information for each quarter would be presented separately. If possible, this meeting would be combined with the visit minuted above to save Members' time.

(vii) 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.

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

(ix) Clerk's gratuity. Advice has been received from the Cheshire Association of Local Councils with respect to the new national pension regulations and the effect on town and parish councils.

10 Environment Services.

(i) Recycling issues. (a) It was noted the new system of containers had been introduced from 8 October 2012.

(ii) Amenity cleansing. (a) Areas of concern. Members would advise the Clerk of locations at which they believed action was necessary. It had been noted strimming was required at the bridges over the A55 on Belle Vue Lane and at the railway bridge, Guilden Sutton Lane. It was possible other areas had been missed. **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) Retirement of lengthsman. Further to the indication that Messrs Gresty were to retire, the Council gave consideration to the need for a replacement lengthsman. The Clerk indicated he was in a position to step in on a trial basis to provide a basic service within the existing hours to include the present areas and other areas where litter became apparent. This would also ensure a basic weekly inspection of the play area and playing field. Streetscene would agree to supply and collect sacks. He suggested a rate of pay, to be confirmed at a future meeting and set between the national scale and that charged by Messrs Gresty, would be adequate. The Council welcomed this suggestion and agreed the arrangement.

(b) 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 - dingle path, Belle Vue Lane, School Lane, Garners Lane, Cathcart Green. These requests continued to be noted. (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 including the issue referred to at the July meeting by Cllr Paterson.

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

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

(vi) Equine fouling. There was nothing further to report at this stage. The proposed letter to liveries within the parish was held in abeyance.

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 was noted. The Clerk had previously advised that where fieldside hedges were concerned, the bird nesting season continued to 31 August and landowners could be expected to carry out 1 no annual cut thereafter. 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 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. 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. The Clerk advised the adjacent occupier had indicated he was satisfied with the present condition of the major fork.

(viii) Trees, Oaklands, fungal disease. There was nothing further to report at this stage.

(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 concerns 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 had been made and a response was awaited.

(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. Proposals to introduce a Landscape Warden scheme had been referred to Cllr Brown as Tree Warden.

(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.

(xx) Overgrowth, Bird in Hand. There was nothing further to report at this stage, further to Enterprise Inns' contractor contacting the Clerk to confirm that vegetation management would take place.

(xxi) Hedges, Cinder Lane. Further to the condition of these hedges being raised by Mr B J Bailey and to the Clerk informing that overgrowth generally, including these which obstructed the Longster Trail, had been reported to Streetscene, there was nothing further to report at this stage.

(xxii) Footway obstruction from adjoining fields. Further to Cllr D Hughes expressing concern at the number of footways obstructed by overgrowth from adjoining fields, there was nothing further to report at this stage.

(xxiii) School path. Further to Cllr I Brown referring to a tree in the vicinity of 9 The Dell, further advice would be sought by the Clerk. **Action: The Clerk.**

(xxiv) Trees, Guilden Sutton Lane. There was nothing further to report at this stage as to trees at Heath Bank, said to be overgrown and a tree outside a house at the junction of Guilden Sutton Lane and Garners Lane which appeared to be dying.

(xxv) Hare Lane. The concerns raised by Mrs G M Reeder, Cheviot, Hare Lane as to overgrowth obstructing sight lines and the size of trees at various locations on Hare Lane would be progressed.

12 Cheshire Association of Local Councils.

(a) Annual meeting 2012. It had not been possible for the Council to be represented at this meeting which had taken place at the Cheshire Fire and Rescue Headquarters in Winsford on Thursday 25 October, 2012.

(b) Chester Area Meeting. The Clerk informed, as Honorary Secretary, the next meeting would take place on Wednesday 23 January 2013 at 7.30pm at HQ in Chester.

13 Cheshire West and Chester Council.

(i) Community Forums. (a) Chester Villages. There was nothing further to report at this stage. (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) Community governance review. There was nothing further to report at this stage. At an appropriate point, the Council would consider whether further consideration should be given to the responses from members of the public during the first stage of consultation.

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

(v) Altogether Better, Community Empowerment and Delivery. The Council would revisit whether or not it wished to respond to the template provided.

(vi) Review of special educational needs provision. It was noted a response was due by 12 December 2012.

(vii) Grant assistance for graveyard maintenance. Further to the Clerk reporting the application form for 2012 had been received and should be returned to the borough council by 1 December 2012, the PCC was being advised.

Action: The Clerk.

14 Cheshire Community Action. Annual general meeting, Thursday 1 November 2012, 11am, Networking Lunch and Speakers Session, 1 November 2012. It had not been possible for the Council to be represented at these events.

15 CPRE. Housing supply. Draft comments by the Cheshire branch in response to a consultation on housing supply issues had been referred to Cllr Brown.

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. There was nothing further to report at this stage.

(iii) Parking, Arrowcroft Road. Possible measures to deal with continuing inconsiderate parking were minuted above.

(iv) Parking, Cinder Close. There was nothing further to report at this stage.

(v) Police and Crime Commissioner election, 15 November 2012. It was noted the polling place would be the Bird in Hand due to a prior booking of the Village Hall.

18 Newsletter. Members noted that that Newsletter 151, distributed on 1 November 2012, had been devoted to the consultation on the Local Development Framework preferred directions and to the boundary review referred to above. The newsletter had included the CPRE leaflet previously circulated and full contact details for information relating to the LDF process. The reporting forms on the Cheshire West and Chester Council website would be publicised in a future edition.

19 Memorial Garden. Further to the comments made by Mrs Kirk in relation to the memorial garden, the Clerk informed that Messrs Gresty had kindly agreed to tidy the bed free of charge ahead of Remembrance Sunday on behalf of the village.

20 Bulb planting. The Vice Chairman indicated he was keen to see progress. Members would provide possible locations for planting to the Clerk which would then be circulated. **Action: All Members.**

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

22 Primary School. Cllr D Hughes reported the completed Adventure Trail had been opened by the Lord Mayor of Chester, Cllr P Booher.

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. It was noted the 2013 fete would take place on 13 July 2013.

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

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.

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

30 Summerfield House. 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 BT Broadband, quality of service. Cllr Paterson commented further that service standards had improved.

33 Members Information Items.

House Condition Survey 2012. The Chairman referred to this survey, which involved officials visiting properties following a letter of inquiry and suggested it might have been helpful if prior information had been provided to the community through Western Watch. A Member informed he had been contacted and had declined.

34 Information correspondence.

Finance: Co-operative Bank, interest rates.

Cheshire Association of Local Councils. October Newsletter; Details of candidates for the Police and Crime Commissioner election, 15 November 2012; 'Council Tax and Local Precepts'; Draft 2012 annual meeting minutes.

National Association of Local Councils. E-Bulletin 28 September 2012.

Cheshire West and Chester Council.

Members' Briefings 408 Sustainability Commission of Inquiry, 409 Smokefree Play Areas, 410 ETAPE Cheshire West, 411 Police and Crime Commissioner Election Purdah Guidance, 412 Housing Allocations Policy Update, 413 Weed Control, 414 Safeguarding People with Learning Disabilities, 415 Boundary Changes Update, 416 Blue Badge Charging, 417 Collective Energy Switching Scheme, 418 Christmas Closures; 419 Growth and Infrastructure Bill; 420 Crematorium development; 421, Police and Crime Commissioner election update; 422 Budget consultation.

October bulletin for Local Councils; Planned Bonfire Events – Rural; Partnerships West bulletin no 44, October 2012; Neighbourhood planning update, October 2012.

CPRE Update: Your help keeps up pressure on planning reforms.

Policing: Rural Inspector's update 1, 8, 15, 26 October, 2 November 2012; Police and Crime Commissioner election, invitation from the Conservative candidate, Mr J Dwyer, to attend a presentation evening at Toft Cricket Club, Booths Hall, Chelford Road, Knutsford, Cheshire WA16 8QP at 7.30pm on Wednesday 17 October 2012; Home Watch: Invitation to Home Watch Seminar - Asset recovery & why crime shouldn't pay, 13 November 2012.

Cheshire Fire and Rescue Service Integrated Risk Management Plan (IRMP) 2013/14 Consultation.

Newsletter from Stephen Mosley MP 30 October 2012

General.

Came and Company Parish Matters.

GovKnow Local Government Regeneration and Growth Conference 2013. Historic Towns Forum: HTF Events.
Mapping: PSMA news bulletin - October 2012; Parish Online Newsletter.

12/13 117

Reaseheath College: Hub Courses - Management Training for Women in Business; Upcoming Farm Events; One to One Advanced Social Media.

Rural Services Network: Weekly Email News Digest – 1, 8, 15, 29 October 2012; Rural Opportunities Bulletin;

Working together to deliver rural health services; Annual General Meeting.

Town and Parish Council Newsletter.

Unlock Democracy: local government: have your say.

Matters to be considered in the absence of the press and public.

To exclude 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.

35 Possible enforcement issues.

(i) 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.

(ii) 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.

The meeting concluded at 9.32pm.

Date of next meeting: Monday 3 December, 2012.