

Guilden Sutton Parish Council

Minutes of the ordinary meeting of the Council held on Monday 15 July 2013 at 7.30pm in Guilden Sutton Village Hall.

Chairman: Cllr W Moulton.

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

In attendance, Cllr S Parker.

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. Declarations were a personal matter for each Member to decide with the decision to declare, or not, being the responsibility of the Member based on the particular circumstances.

Cllr Hughes declared a disclosable interest in agenda item 24, community events, Guilden Sutton fete, application for grant.

Cllr Paterson declared a disclosable interest in agenda item 24, community events, Guilden Sutton fete, application for grant.

(ii) Apologies. Apologies were received and noted from Cllr M Parker and PC R Boulton.

(iii) Confirmation of the minutes of the ordinary meeting of the Council held on Monday 3 June 2013. It was proposed by Cllr Paterson, seconded by Cllr Hughes and agreed that the minutes of the ordinary meeting of the Council held on Monday 3 June 2013 should be approved subject to the inclusion of the following declarations entered in the register:

*Cllr Paterson declared a personal interest in planning application 13\01709\FUL Guilden Sutton Methodist church, change of use from redundant church to a dwelling.*

*Cllr Ringstead declared a personal interest in planning application 13\01709\FUL Guilden Sutton Methodist church, change of use from a redundant church to a dwelling.*

(iv) Code of Conduct. The Clerk reported that Members might find it helpful to note the following interests which appeared on borough council agendas: pecuniary interest, outside bodies interest, family, friends and close associates. **Action: Noted.**

(v) Dates of future meetings: Tuesday, 16 July, Mondays 2 September, 7 October, 4 November and 2 December 2013. Cllr Paterson reported on proposed dates for 2014 which would follow the normal practice of meetings on the first Monday of the month, apart from August and bank holidays. It was noted the meeting in May 2014, which would normally comprise the annual parish meeting and the annual meeting of the Council, may have to take place in the Marigold Room. The Clerk would clarify the dates between which the Council was obliged to hold the annual parish meeting. **Action: The Clerk.**

The Clerk reported an approach from the manager of Summerfield House inviting the council to hold meetings in the lounge. Members considered the long standing arrangement of meeting in the committee room of the Village Hall, which had appropriate furniture and agreed that although the approach would be welcomed, the present arrangement should continue.

(vi) Late information report 15 July 2013. The late information report for the current meeting was received and noted.

(vii) Review of handling of information correspondence. The continued increase in the volume of information correspondence being received would be reviewed by the Council in due course. 13/14 054

(viii) Filming of principal authority meetings. The Clerk reported guidance from the Secretary of State that principal authorities should allow meetings to be filmed or recorded as a matter of course. The Cheshire Association of Local Councils had advised this did not apply to local councils. The Clerk invited Members to consider the action they would wish to take if a member of the public sought to record a meeting of the Council. It was agreed that provided the recording did not disturb the business of the meeting or any other members of the public present, no objection would be raised.

## 2 Community engagement.

(i) Public speaking time.

(a) Public speakers. There was no public speaking.

(b) Visiting Members, officers and wardens. Cllr S Parker kindly informed a meeting was to be held with local councils by the Police and Crime Commissioner for Cheshire on 29 July, 2013 in Ellesmere Port. A meeting of the local development framework panel on 22 July, 2013 which would consider the draft publication local plan. Cllr Parker indicated, in the light of the proposed Hoole Gate development, that only one area was proposed to be released from the Green Belt in Chester on Wrexham Road. At the end of the process, following an eight week public consultation, an inspector at an examination in public would make recommendations to the Secretary of State. Cllr Parker further referred to a petition for 20mph zones in all residential areas across the borough. The Council gave an informal indication it was not generally in favour due to the need for physical measures and for enforcement. A community forum was to be held. Cllr Parker responded further to Members' questions and was thanked for his attendance.

(ii) Report of surgery held on Saturday 6 July 2013. Cllrs Roberts and Ringstead reported. Issues had been raised around the possibility of 'no fly tipping signs' being provided on Belle Vue Lane, the Hoole Gate proposal, overgrowth on the Heath Bank steps and the footway adjoining the Guilden Sutton Lane diversion, overgrown hedges on Wicker Lane and the need for maintenance to the trees at the parish car park. The Clerk informed of concerns by Mr White, Guilden Sutton Lane of overgrowth affecting visibility at the junction of the Guilden Sutton Lane diversion and the CDS.

It was agreed Cllrs Hughes and Davis would preside at the surgery to take place on Saturday August 31, 2013.

(iii) Parish Council drop ins. There was nothing further to report at this stage.

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

## 3 Planning.

(i) Current/New applications.

Prune and crown thin by approx 10 - 20% one Silver Birch.

3 Orchard Croft Guilden Sutton Chester Cheshire CH3 7SL

Ref. No: 13/02676/TPO | Validated: Tue 18 Jun 2013 | Status: Pending consideration. NEW APPLICATION.

**Action: Noted.**

Non material amendment to application 12/04577/FUL (Single storey extensions to front and rear) to allow substitution of casement window to master bedroom with French doors, substitution of single window on south elevation to master bedroom with pair of casement windows and soakaway to front drive to enable macadam surfacing

Halfways Hare Lane Chester Cheshire CH3 7ED

Ref. No: 13/02695/NMA | Validated: Wed 19 Jun 2013 | Status: Pending consideration. NEW APPLICATION.

It was noted this application had been permitted.

Single storey rear extension

82 Oaklands Guilden Sutton Chester Cheshire CH3 7HG

Ref. No: 13/02251/FUL | Validated: Mon 20 May 2013 | Status: Pending consideration.

**Cllrs Fisher, Moulton.**

*No objection.* Cllr Moulton informed of a neighbour's concern that a Juliette balcony included in a previous permission could become a full balcony. **Action: Noted.**

13/14 055

Two storey rear extension  
Southcroft Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL  
Ref. No: 13/02237/FUL | Validated: Tue 18 Jun 2013 | Status: Pending consideration. NEW APPLICATION  
**Cllrs Paterson, Ringstead**

Members discussed the extent of previous extensions to the property and concerns as to overlooking. The Clerk advised the most recently approved application 07/02207/FUL had contained an informative that the permission authorised substantial extensions to the dwelling and any proposals for further extensions were unlikely to be given permission unless an overriding case was made out.

It was agreed an objection should be raised as the Council did not believe an overriding justification had been made as required by note 2 in the decision notice for the previously approved application 07/02207/FUL sufficient to overcome concerns arising from the proposal.

Existing use of part of Premises for Storage and Distribution (Class B8) with offices (Class B1) and Use of a Fork Lift Truck in breach of Condition 4 of Planning Permission for Conversion to B1 Business Use (Ref no 95/00330/COU)  
Chester House Hare Lane Chester Cheshire CH3 7ED  
Ref. No: 13/01998/LDC | Validated: Tue 07 May 2013 | Status: Refused. NEW DECISION.  
**The Clerk, Cllr Moulton, Cllr Roberts.**

The following response had been made with the approval of the Chairman and Vice Chairman following an informal approach to a local member of Great Boughton Parish Council:

*The Council has no evidence as to the use of the fork lift truck but would have concerns should there be any unacceptable effect on neighbours due to noise disturbance or fumes. Separately the Council wishes to draw attention to the disruption to local traffic caused by deliveries to the premises and asks for appropriate action to be taken.*

Extension to existing barn and change of use to stables.  
Tile Farm Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL  
Ref. No: 13/02001/FUL | Validated: Tue 07 May 2013 | Status: Pending consideration.  
**Cllrs Moulton, Ringstead.**

*No objection.*

The Clerk invited Members to note that a visit had disclosed a site notice had been displayed on a pole in the vicinity of the main access to Tile Farm.

It was reported that as agreed at the previous meeting, further consultations had been carried out with properties on Wicker Lane in connection with the traffic implications of the proposal. This had been a worthwhile public engagement.

It was noted this application had been permitted.

Pole mounted free standing advertisement  
St John The Baptist Church Lane Guilden Sutton Chester Cheshire CH3 7EW  
Ref. No: 13/01956/ADV | Validated: Mon 10 Jun 2013 | Status: Pending consideration NEW APPLICATION.  
Further inquiries would be made by Cllr Hughes and Davis.

Change of use from redundant church to dwelling  
Guilden Sutton Methodist Church School Lane Guilden Sutton Chester Cheshire  
Ref. No: 13/01709/FUL | Validated: Thu 18 Apr 2013 | Status: Pending consideration  
*No objection.*

**Cllrs Moulton, Davis.**

It was noted this application had been permitted.

The Clerk had drawn the attention of Members to the extremely comprehensive report by the case officer whom he had thanked.

(ii) Development control process.

(a) e notifications. There was nothing further to report at this stage. (b) Training. The Council noted Broxton & District Parish Council had organised a Planning training session 'The Parish Council's role in the planning process' with Miss Fiona Edwards, Development Planning Manager, Cheshire West and Chester Council, to be held at the Cheshire West and Chester HQ, 58 St. Nicholas Street, Chester CH1 2NP on Wednesday 17 July 2013 at 6pm. The session would include Planning Principles, the Planning Process, Material and Non-Material Planning matters.

Cllrs Moulton, Hughes and the Clerk proposed to attend.

(iii) Community planning.

(a) Parish Plan. Further to Cllr Paterson reporting on an implementation meeting, chaired by Mr R J K Bayton, held on 24 May 2013 at which it was agreed four groups would be formed to take the main issues forward, it was noted that volunteers were being sought. Members would indicate should they wish to join any of the groups. Cllr Paterson had kindly circulated minutes of the meeting and indicated a further meeting would be held on Friday 19 July 2013.

(b) Neighbourhood planning. Neighbourhood Area Application - Barrow Parish Council. **Comments due 15 August 2013.** The Clerk reported the receipt of this consultation.

(c) Affordable housing.

(i) Proposal by Mr Phil Taylor, Strategic Team Group, Wicker Lane. There was nothing further to report at this stage following the understanding the highway authority would regard the site as fundamentally unsustainable.

(ii) Housing needs survey. The absence of an anticipated need survey in Guilden Sutton had been raised by the Clerk with the Housing Strategy & Enabling Officer, Strategic Housing and Spatial Planning, Cheshire West and Chester Council who had previously advised the data to inform numbers would be the Strategic Housing Market Assessment (SHMA). Any household survey would give the detail in terms of types and tenures of any dwellings.

(iv) Strategic Planning.

(a) Local Development Framework.

(i) Land at Hoole Hall (Hoole Gate). It was noted there would be a presentation and open forum on Tuesday 16 July 2013, 7.30pm, St John's Church Room.

The Clerk advised a detailed scrutiny of the documents had revealed in the traffic assessment the only two accesses would be from Guilden Sutton Lane - just before the first house and then again before the Wilding Estate. He believed it was also important to note the understanding the developer would not proceed to an application unless the emerging LDF released the land for development.

(ii) Chester Green Belt. There was nothing further to report to that minuted above.

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

4 Quality Council issues.

(i) Training: (a) General Power of Competence. The Clerk would seek a future opportunity to attend training. **Action: The Clerk.** (ii) Training dates 2013. Members had noted the proposed training dates for 2013 and would advise the Clerk should they wish to attend.

Members had been unable to attend the Councillor 3 workshop held in Mobberley on 13 June 2013. Information would be sought by the Clerk as to a future session. **Action: The Clerk.**

(ii) Quality Councils Forum. There was nothing further to report at this stage.

13/14 057

(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. 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 by the Clerk as part of his weekly visits. The issues raised by Mrs Kirk would remain under consideration.

(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. Members noted the new grounds maintenance contractor was making good progress in returning the field to specification. Further to the contractor proposing that minor remedial action should be taken to improve the field side goalmouth and to this being agreed subject to the cost not exceeding £50, the work was awaited. Further to the Clerk informing he had approached Mr Arden for advice as to the future maintenance of the ditch, there was nothing further to report at this stage.

(b) Mole infestation. The Clerk advised there were presently no issues.

(c) Basket ball equipment. Further to the Clerk reporting Play Inspection and Maintenance Services had expressed concern as to a possible hazard presented by the equipment, the condition of the hoop and backboard continued to be monitored.

(d) Further to a Member informing of the encroachment of an adjoining boundary hedge, this was being monitored.

(ii) Children's Play Area.

(a) CCTV and CCTV protocol. (i) Upgrade. Further to Cllr Hughes referring to a possible future upgrade of the system, the ward members were aware of the possibility of an approach to their budgets during 2013/14. (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.** (iii) Maintenance. Cllr Paterson confirmed she had met the contractor for a further one hour visit to enable an inspection to be carried out and a report and estimates to be prepared. A component had also been replaced. The possibility of entering into a service agreement would be considered.

(b) Inspections. (i) The report for June 2013 had been received from Play Inspection and Maintenance Services and had been considered by Cllr Paterson. (ii) Annual inspection. Further to the Clerk informing that Morral Play Services had advised they would carry out the annual inspection at the same price as last year (£42.50 plus VAT) subject to numbers participating, there was nothing further to report at this stage. (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.**

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

(d) Grounds maintenance issues. Further to the advice of Mr J Williams, Play and Leisure it was agreed the grounds maintenance contractors employed by the Council and by the Primary School would be asked to estimate for a 50% reduction in the height of the boundary hedge overall and on one side respectively.

(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 presentation by Mr J Williams, Play and Leisure, at which it had been stressed progress would be dependent on satisfactory financial arrangements including fund raising, the Clerk was approaching Awards for All and WREN.

(iii) Public Footpaths.

(a) Footpath 7. There was nothing further to report at this stage.

(b) Footpath 2. There was nothing further to report at this stage as to the identified trip hazard reported by Cllr Roberts which had been referred to the Network Steward by the Clerk.

(c) Footpath 1. There was nothing further to report at this stage.

(d) Footpath 3 Further to the Clerk reporting 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) the matter had been referred through the Ward Members. A response was awaited.

(e) Rights of Way Group. (i) Bank account. There was nothing further to report at this stage. (ii) Natural England. Members noted the following:

*Natural England are providing funding through the "Paths for Communities" (P4C) scheme to develop and enhance the network of Public Rights of Way in England in order to deliver benefits to rural areas. Local community partnerships are eligible to bid to Natural England for funds and this opportunity may fit with the aims of some neighbourhood plans.*

*The aim of P4C is to encourage and support local communities to work with land owners to make improvements to the network of Public Rights of Way. In all cases P4C projects must include some element of new Public Right of Way creation. In most cases projects will include an element of new Bridleway creation but projects that include Footpath creation alone will also be considered where community and economic benefit can be demonstrated.*

*Applicants for P4C grant should also consider how to secure:*

- Improvements to existing Public Rights of Way that encourage use by a wider range of people with different needs (e.g. improved accessibility for wheelchairs and pushchairs, benches for elderly);*
- Improvements to the network to increase the opportunity for access on foot, cycle or horse and to widen the appeal to visitors and residents;*
- Promotion of the improved network to encourage more use and better support for local services such as shops, pubs, hotels, bed and breakfasts, attractions and cycle and equestrian businesses;*
- Better integration with public transport services and links to popular destinations.*

*P4C will operate over the 2 year period from May 2012 to March 2014, with a total fund of £2m.*

*For more information, please go to: <http://www.naturalengland.org.uk/ourwork/access/rightsofway/p4c.aspx>*

(f) Mid Cheshire Footpath Society. There were no action items to report.

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

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

(v) Public Seats: Guilden Sutton Lane. The Clerk informed he was to arrange a site visit with Messrs Deva Forge to obtain estimates for refurbishing the 2 no public seats in the parish. **Action: The Clerk.**

(vi) Fox Cover. Landscaping. Further to the need for growth to be cut back, this would again be referred to Streetscene at the request of Cllr Paterson, Mr and Mrs Dawson, the occupiers of an adjoining property, having 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 Council would revisit this issue, the Area Highways Manager having advised that applications for the use of highway land would be considered subject to on site investigations to discount the presence of utilities.

7 Public transport.

(i) Services, general. C27. Cllr Roberts informed of a late running service.

13/14 059

(ii) Bus stand, Guilden Sutton Lane. It was noted overgrowth required action. **Action: The Clerk.**

8 Highways.

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

(ii) Issues with the highway authority, ownership by Traffic Group. The Traffic Group would consider the outcome of the meeting held with the Area Highways Manager on Wednesday 1 May 2013 with that of the walkabout which had taken place on Thursday 30 May 2013.

(iii) Current issues

(a) Speed matters.

(i) Community speed management. Further to Cllr D Hughes 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, Cllr Hughes was to discuss this with PC Boulton. **Action: Cllr Hughes.**

SID data for June 2013 had been circulated by Cllr Moulton. The Council noted the following dates for the use of the SID equipment: 7-21 June; 12-19 July; 6-13 September 2013.

Cllr Moulton expressed concern about the standard of upkeep of the equipment and was supported by Cllr Roberts. It was agreed this would be raised with the ward members. **Action: The Clerk.**

The Clerk informed a 'How To' guide was to be made available by the borough council as to action to be taken by communities wishing to introduce revised speed limits.

(ii) School Lane. Concerns per Mr P Crompton, Belle Vue Lane. The issue had been referred to the Traffic Group and to PC Boulton.

(b) School parking. With reference to the possibility of a residents parking scheme and to CCTV surveillance, the Clerk was to approach the appropriate officer from Cheshire West and Chester Council.

(c) Porters Hill. The current position was the issue raised by Cllr 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. The correspondence from the Drs Worth, Orchard Croft expressing concerns about the safety of that part of School Lane, particularly for the users of mobility scooters, which had been acknowledged by the highway authority, had been logged under reference no. 2118877 and passed to a Mr Ian McNeill to action. Further to Cllr Fisher referring to the possibility of land being made available to improve the footway, the Network Steward, who had previously inspected and discussed the issue, was aware.

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

(e) Planters. It was noted the planters were not self watering as had originally been suggested. Cllr Hughes thanked the Chairman and his family for carrying out planting. It was noted the planter on the Guilden Sutton Lane was being overcome by long grass. This would be raised with Streetscene. **Action: The Clerk.**

(f) Parking, Summerfield Road. The increase in the incidence of long term parking outside the shops continued to be monitored. Further to the receipt of correspondence from Mr John Browne as to parking conditions immediately to the front of the shops, this had again been raised with the highway authority. A response was awaited. **Action: The Clerk.**

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

(h) 20 mph limit. There was nothing further to report at this stage other than that minuted above. The question of installing a 'flashing 30' sign at an appropriate location, raised by Mr P Crompton, would be referred to the Traffic Group.

(i) Guilden Sutton Lane: footway drainage. There was nothing further to report at this stage.

(j) Winter gritting. (i) Old Hall Park. With reference to the Clerk reporting his understanding that occupiers on Old Hall Park had found it necessary to park their cars on the parish car park during the winter snow due to the condition of the road, a response remained outstanding from the highway authority to which the issue had been referred. (ii) Village Hall car park/shops. The suggestion by Cllr Davis relating to the provision of a grit bin as an alternative to a bag would be revisited in due course. (iii) Steps, Fox Cover-Church Lane. The suggestion by Cllr Roberts that provision might be considered for gritting these steps would similarly be revisited. (iv) Correspondence per the Rev Dr Mark Hart. There was nothing further to report at this stage as to any response from the highway authority further to the Rector advising a car had spun on Porters Hill fortunately without any collision as it did not appear the road had been gritted the previous night and a strip of ice had formed possibly caused by water running down the road off the fields.

(k) Station Lane, reinstatement of SLOW markings. There was nothing further to report at this stage as to the refreshing of SLOW markings as had been requested.

(l) Guilden Sutton Lane, sweeping. Cllr Moulton understood this had taken place.

(m) Fatality 24 June 2013, 2135, School Lane. Members referred to this single vehicle incident in which the passenger had sustained fatal injuries. It was noted a tribute had been well cared for but advice would be sought from the highway authority as to a sensitive removal at the appropriate time.

(n) Water main renewal. The Clerk informed of water main renewal affecting School Lane and Arrowcroft Road from Monday 5 August, 2013.

(o) Road resurfacing. The Clerk informed of resurfacing work to be carried out on Hoole Roundabout and Hoole Road, involving overnight closures, taking place from August 19, 2013.

(iv) Lighting. (a) Faults. There were no faults to be reported. (b) Lighting, Heath Bank and junction Church Lane/Fox Cover steps. The issue would be revisited by the Council in due course, the Clerk having reported the lighting authority had informed the cost would be in the region of £650 - £750 for each installation.

#### 9 Finance:

##### (i) Income:

Bank interest		
3 May 2013	£	2.00
5 June 2013	£	4.89
Precept 2013-14		£16,423.00
VAT refund		
April 2011 – March 2013	£	611.42
Payments:		
D Tubman Esq		
Internal audit	£	45.00
PI&MS		
Inspection June 2013	£	36.00 (inc VAT £6.00)
NWN Media		
Newsletter distribution	£	23.34 (inc £3.89 VAT)
Devaprint		
Newsletter 154	£	40.00
HMRC		
BR tax		
April-June 2013	£	285.40



Chester Security Systems  
CCTV maintenance £ 79.20 (inc £13.20 VAT)

Clerk

Salary  
April-June 2013  
(including 17 hours lengthsman) £ 1,142.27

Expenses

Postage	£ 1.20
Mileage 66 @ 45p	£ 29.70
Copies 423 @ 5p	<u>£ 21.15</u>
	£ 52.05

Proposed by Cllr Hughes  
Seconded by Cllr Roberts  
and agreed.

The Clerk advised there would be a need for a cheque to the PCC when the hire period of the church room for the special Council on Tuesday 16 July, 2013 was known.

(iii) Balances

Co-operative Bank 31 May 2013	£32,257.26
18 June 2013	£31,615.11

Scottish Widows 1 1 April 2013	£20,004.59
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Scottish Widows 2 1 April 2013	£ 3,386.08
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(iv) Finance: general.

(a) Balances. Further to Cllr D Hughes revisiting the negligible rate of interest attracted by the balances, the Clerk informed he had sought further information from the Cambridge and Counties Bank which offered an improvement. The bank was jointly owned by the Cambridgeshire County Council Pension Fund and the University of Cambridge and was covered by the national £85,000 deposit guarantee. This would be revisited.

(b) Co-operative Bank. There was nothing further to report at this stage.

(v) Report on contingency payments.

Budget:	£ 983.00
Payments:	£ 0.00

(vi) Audit issues. A clean internal audit had been received. The annual return had been submitted by the due date.

(vii) Risk assessment. The Council considered its measures for managing risk and noted that initial consideration of any issues arising would be referred on an ongoing basis to the Audit Group.

(viii) HMRC: Real Time PAYE. The Clerk had progressed this issue with the Cheshire Community Development Trust which was providing the payroll service. Wage slips and statements had been provided.

## 10 Environment Services.

(i) Waste collection and recycling issues. (a) Members continued to have concerns about missed collections from the Village Hall car park area and spillages.

(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 Hughes, was being monitored together with that of the steps opposite from Cinder Lane to Church Lane. (b) Temporary lengthsman. The Clerk reported further as to the trial, which included inspections of the playing field, play area and parish car park. Cllr Davies referred to an abandoned cycle at the rear of the Village Hall and the Clerk confirmed he had disposed of a wheel and tyre. (c) 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. (d) A Member referred to fly tipping which was taking place.

(iii) Dog fouling: (a) Request for additional bin - dingle path, Belle Vue Lane. This had been progressed by the Clerk in parallel with an approach to the warden service as to dog control in that vicinity. **Action: The Clerk.**

## 11 Trees and Hedges.

(i) Hedges. The increasing obstruction of the footway on Guilden Sutton Lane and at other locations in the village by overgrown hedges was noted. Cllr Brown would make further inquiries as to a standard proforma to advise individual occupiers as appropriate known to be in use elsewhere. **Action: Cllr Brown.** 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) 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. The Clerk believed some trees had been marked and would confirm. **Action: The Clerk.**

(iii) Hare Lane. Further to 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, the Clerk was informing Mrs Reeder of the response received from the Network Steward. **Action: The Clerk.**

(iv) Dingle path. Further to Cllr Hughes reporting a request from an adjoining occupier to fell two self set sycamores on private land adjoining this path which were stopping his enjoyment of oak trees in the group and to the Council agreeing it would have no objection subject to the consent of the landowner being obtained and, on the advice of the Tree Warden, approval being sought for the felling which was in a protected group, there was nothing further to report at this stage.

(v) Conifers adjoining parish playing field. Further to Cllr Fisher referring to the continuing growth of conifers in a property adjoining the parish playing field which he believed were now extending onto the field, these had been inspected by the Clerk who confirmed some encroachment as minuted above. **Action: The Clerk.**

(vi) Mr Brian Davis. Members received correspondence from Mr Brian Davis setting out his disquiet at a range of environmental issues in the parish. It was noted that many of these were current issues or were outside the control of the Council. A note would appear in the newsletter encouraging residents to use the reporting forms provided on the Cheshire West and Chester Council web site.

(vii) Path rear Orchard Croft. Cllr Hughes referred to the need for this path to be cleared of overgrowth. The Clerk informed a request had already been made.

(viii) Hedge, access from Hill Top Road. At the request of Cllr Hughes, a cut would be requested from Streetscene. **Action: The Clerk.**

(ix) Belle Vue Lane, fallen tree. This was reported by Cllr Paterson and would be inspected by the Clerk. **Action: The Clerk.**

12 Cheshire Association of Local Councils.

Chester Area Meeting. The Clerk invited the Council to note the annual meeting of the Chester Area Meeting would take place on Wednesday September 11, 2013 at 6.45pm for 7pm in G1, HQ.

13 Cheshire West and Chester Council.

(i) Community Forums. (a) Chester Villages. There was nothing further to report to that minuted above. (b) Inaudibility of proceedings. There was nothing further to report at this stage.

(ii) Community governance review. The Clerk informed draft recommendations for Guilden Sutton had been published with a closing date for any further comments of 2 August, 2013. No change was proposed.

(iii) Resilience workshop Tuesday 11 June 2013, Ashton Hayes. Further to Cllr Paterson reporting previously, it was agreed at the suggestion of the Chairman that an item should appear on the September agenda.

**Action: The Clerk.** Members noted the Planning & Exercising Officer, Joint Cheshire Emergency Planning Team, had helpfully provided supporting documentation.

(iv) Local Councils assembly, Chester Town Hall, Thursday 27 June 2013, 7pm. The Chairman and Cllr Fisher had attended with 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) Cheshire Police and Crime Commissioner/Cheshire Constabulary meetings. The Clerk reported the receipt of correspondence from Mr J Dwyer, Police and Crime Commissioner for Cheshire, confirming his commitment to working with town and parish councils and inviting representatives to a meeting to be held on Monday 29 July 2013 at 6.30pm in the Civic Suite, Civic Hall, Civic Way, Ellesmere Port, CH65 0AZ. It was agreed the Council would be represented by the Chairman, Cllr Fisher and the Clerk.

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

(iii) Homewatch. The Clerk reported, in his role as a Homewatch co-ordinator, that the Homewatch scheme in the parish was to be renewed and extended to include roads where there was presently little or no cover. Mrs C Royle would be the overall co-ordinator.

18 Newsletter. It was noted issue no 154 had been distributed advertising the open forum on the Hoole Gate proposal.

19 Memorial Garden. Further to Cllr Paterson commenting on the degree of growth within the garden, confirmed by the Clerk. Cllr Hughes had kindly agreed to visit. **Action: Cllr Hughes.**

20 Bulb planting. There was nothing further to report at this stage following Cllr Moulton indicating he wished to revisit the issue of bulb planting which he believed was a valuable activity for the Council to undertake and to Cllr Hughes indicating there had been little enthusiasm from Members in recent years.

21 Parish IT. (a) Members' photographs. The need for photographs of Members to complete the web page remained outstanding. (b) Google Group. Cllr Paterson reported on this issue which involved the Webmaster.

22 Primary School. Cllr Hughes reported further.

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 Community events. The Clerk reported the receipt of an application by the Fete Committee for a grant of £250. This was moved by Cllr Davis, seconded by Cllr Brown and agreed. 13/14 064

Payment would be authorised at the September meeting.

25 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 would be pursued by the Clerk. **Action: The Clerk.**

26 Enhanced broadband. There was nothing further to report at this stage.

27 Village Hall Management Committee. Cllr Davis would report further to a future meeting.

28 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.**

29 Recognition of Volunteers. The Clerk advised he had handed a letter to Mrs Littler together with a supply of sacks.

30 Village hall trade waste. Further to Cllr Hughes informing of the possibility the borough council would cease to collect the non recyclables bin free of charge which would result in considerable expense to the hall, it was agreed the ward members should be informed his concerns were supported as the same would apply to St John's Church Hall.

31 Members information items.

Lottery terminal. Cllr Davis informed of a question mark as to the future of the lottery terminal in the shop and expressed concern at the effect of any withdrawal on footfall in the shop and post office.

32 Information correspondence.

Members received and noted the information correspondence detailed in the agenda and the late information report.

**Matters considered in the absence of the press and public.**

The meeting concluded at 10.10pm.

Date of next meeting: Monday 2 September 2013.