

Guilden Sutton Parish Council

Minutes of the Ordinary Meeting of the Council held on Monday 1 June 2015 in Guilden Sutton Village Hall at 7.30pm.

Chairman: Cllr P M Paterson.

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

1 Procedural matters.

(a) Apologies for absence.

Members: Cllrs Brown, Roberts. Noted and accepted.

Visitors: Cllr M Parker, Cllr S Parker. Noted,

In attendance: PC R Boulton, Russell Birch Esq, Scottish Power.

(b) Code of Conduct. Members were reminded 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. Consideration should be given to any pecuniary interest, outside bodies interest or family, friends and close associates.

(c) Confirmation of the minutes of the Annual Meeting of the Council held on Monday 18 May 2015. The minutes of the Annual Meeting of the Council held on Monday 18 May 2015 were proposed by Cllr Moulton, seconded by Cllr Ringstead and agreed.

(d) Review of handling of information correspondence. The continued increase in the volume of information correspondence being received would be assessed by the Clerk at the request of Cllr Paterson pending a review by the Council as to arrangements for its handling.

(e) E circulation of Agendas. Further to the Clerk reporting a successful application submitted by a Parish Council under the Sustainable Communities Act empowering Parish and Town Councils to circulate agendas electronically if desired by the council, the issue was in the hands of the Audit Group which would also consider the provision of tablets should a migration to paperless business be considered to be desirable.

Action: Audit Group.

(f) Appointment of office holders.

(i) Parish Rights of Way Warden, vacancy. Members were invited to determine the filling of this appointment as it was understood Mr B M Lewin was content to resume. It was agreed Mr Lewin should be invited to continue as Parish Rights of Way Warden.

(ii) Hare Lane Beacon. It was suggested by the Clerk and duly agreed that Cllr Fisher should be appointed Beaconmaster. Arrangements would be made for the Beaconmaster to receive a briefing from the Clerk to Great Boughton Parish Council. **Action: The Clerk.**

(g) Dates of future meetings: Mondays 13 July, 7 September, 5 October, 2 November and 7 December 2015.

(h) Parish election 7 May 2015, costs. The Clerk invited the Council to note the following from the Deputy Returning Officer/Senior Manager Committees and Elections.

Following the May elections the proposed amount to be recharged for Guilden Sutton Parish Council is:

£1,075.25 (contested election fee - based on 1,265 electors @ 0.85p per elector.

Invoices are due to be sent out shortly. Please can you let Linda Golding (linda.golding@cheshirewestandchester.gov.uk) know if you wish to pay the amount in one payment, or in two instalments over 2 years (50% in 2015/16, 50% in 2016/17).

If we do not hear from you within the next 14 days it will be assumed that you will pay by one payment.

Cllr Fisher felt strongly the sum should be paid over two years although Cllr Hughes pointed out this would involve additional administration for the RFO at a time of negligible interest rates. It was agreed the two year payment option would be sought. **Action: The Clerk.**

(i) General and borough council elections. The Clerk invited Members to note the election of C Matheson Esq (Lab) as MP for the City of Chester and the re-election of Cllrs Margaret and Stuart Parker (Con) as members for Chester Villages ward. He further informed the new Labour controlled administration at the borough council would be likely to have to operate within existing overall financial policies although changes to priorities could be expected.

(j) Members' Declarations of Acceptance of Office and updated Register of Interests forms. The Clerk informed these should be tendered to the Clerk as soon as possible if this had not already been done and by no later than 6 June 2015.

(k) Late information report 1 June 2015. The late information report for the current meeting was received and noted.

2 Community engagement.

(a) Public speaking.

(i) Mr Russell Birch, Scottish Power. Mr Russell Birch, Scottish Power, kindly attended to provide an update on the cable lay and provided details of proposals for traffic management consequent on the six week closure of Wicker Lane during the school holidays. Mr Birch responded to Members' questions and was thanked by the Chairman for his attendance.

(ii) PC R Boulton. PC Boulton kindly attended and reported on changes in the arrangements for policing due from 6 July 2015. PC Boulton responded to Members' questions and was thanked by the Chairman for his attendance.

(b) Report of surgeries held on Saturdays 2 May 2015 and 30 May 2015. Issues raised at these surgeries were noted. These had included a complaint with respect to the state of a Housing Trust property. It was agreed Cllrs Fisher and Ringstead would preside at the surgery due on Saturday 4 July 2015.

(c) Twitter. It was noted the Council was now being followed by the Rector and by the Head of Policy Development at NALC.

(d) Noticeboards (i) Hare Lane. Members had been invited to examine the existing to inform their decision as to whether the noticeboard should be refurbished or replaced further to estimates having been received from Mr J Carswell (£380 plus VAT for a replacement board and £140 plus VAT for a refurbishment). It was agreed the noticeboard should be replaced. (ii) Church Lane. Following a report by the Clerk, Members were requested to inspect this board on a similar basis to confirm it should at least be refurbished. **Action: All Members.**

3 Planning.

(a) New/current applications.

Single storey rear extension.

3 Old Hall Park Guilden Sutton Chester Cheshire CH3 7ER

Ref. No: 15/01642/LDC | Received: Mon 20 Apr 2015 | Status: Approved. NEW APPLICATION. NEW DECISION. For information only.

Single storey side extension

1 Green Lane Pipers Ash Chester Cheshire CH3 7EQ

Ref. No: 15/01629/FUL | Received: Fri 17 Apr 2015 | Status: NEW APPLICATION. Awaiting decision

Cllrs Moulton/Davis.

15/16 025

No objection.

Single storey rear extension, vehicular access and drive
5 Orchard Croft Guilden Sutton Chester Cheshire CH3 7SL
Ref. No: 15/01326/FUL | Received: Mon 30 Mar 2015 | Status: Awaiting decision. NEW APPLICATION.
Cllrs Ringstead, Moulton.

An extended deadline for a response had been requested.

The following report was received from Cllr Ringstead.

Cllr W Moulton and I visited the applicant on Sat 25th April 2015.

We were invited to view the proposed single storey rear extension. The area had been marked out and there didn't appear to be any implication on neighbours to either side. To the rear of the property is school land. During the conversion it transpired that the applicant was unsure whether to go ahead with the new driveway, which he had asked to be just 'costed'. However, this was now part of the Application under consideration.

The proposed drive way involves dropping the curb stones and the possible removal of a small ornamental tree. There are already double gates in situ, opening on to the rear of the property.

We visited neighbours opposite. Mr. Clayton, 2 Orchard Croft had already lodged his objections with the Planning Authority in respect of the proposed vehicular access. His comments were as followings:

- 1. Additional driveway will be directly opposite Lounge window and will require the removal of a tree. He feels this will detract from his view.*
- 2. The property already has a Double Garage and driveway, partially widened. There is adequate space in this area to construct an additional parking area for another vehicle.*
- 3. The proposed driveway will require dropping the curb stones and will change the character and layout of Orchard Croft.*
- 4. Orchard Croft is frequently used as a school 'drop off point', and there maybe safety implications for pupils.*

Mr Clayton had not received correspondence from CWaC in relation to this Application.

Residents at No 4 were not at home, a card was left.

No 3 Orchard Croft had no objections to the Application, but queried what the Vehicular access and drive way would be ultimately used for?

After consultation, Cllr Moulton and I have the following comments:

No objection to the rear extension.

We would object to a new vehicular access on the following points:

Erosion of the green belt.

The new driveway would detract from the street scene.

Ergonomically it would make more sense to extend the existing driveway.

All the driveways are designed to be opposite each other in Orchard Croft. This development would detract from the original plan as it would be in line with the Lounge window on the opposite side of the road.

The following response had been made:

There is no objection to the rear extension.

We would object to a new vehicular access on the following points:

Erosion of the green belt.

The new driveway would detract from the street scene.

Ergonomically it would make more sense to extend the existing driveway.

All the driveways are designed to be opposite each other in Orchard Croft. This development would detract from the original plan as it would be in line with the lounge window on the opposite side of the road.

The Clerk informed he had subsequently been advised by the LPA the drive had been removed from the proposal.

Erection of three dwellings

Chester House Hare Lane Chester Cheshire CH3 7ED

Ref. No: 15/01299/FUL | Received: Fri 27 Mar 2015 | Status: Awaiting decision. NEW APPLICATION.

Cllr Paterson/Brown.

An extended deadline for a response had been requested. The Clerk reported he had received an objection from an occupier, to which he had responded and a copy of a letter from Cllr G Proctor to his ward member which the Clerk had also copied to the Chester Villages ward members. There was also advice from Mrs S R Proctor. All were beneath for information. Members were made aware that initially the incorrect details had been provided relating to an unrelated application and their replacements were not fit for purpose for consultation purposes due to the extremely small size of the drawings.

Amanda Pritchard, 9 Ash Bank, Hare Lane, Pipers Ash.

I live on Hare Lane, directly opposite the old Chapel, Chester House and am contacting you to check that you have been advised of the new planning application that has been submitted by the new property owner? The planning reference number is 15/01299/FUL.

I have sent an objection to the council as the new plans suggest a significant increase against the plans that were approved last year, both in footprint and in height(roughly 30% above the old chapel size) and I am greatly concerned about the negative impact that this would have, if approved, on the greenbelt and the hamlet. My comments are now posted on the planning page for your perusal.

Sue and Graham were not aware of this as the Council has not sent a letter to them about the application, and it would appear that only a few houses on Hare Lane have been written to.

Letter from Cllr G Proctor to Cllr P Hall.

These are the details of the planning application which we discussed at the Parish Council meeting on Monday to replace the Chapel Building in Pipers Ash. I would be grateful if you could use your good offices to have this application rejected. Some of the reasons are set out below.

Erection of three dwellings. Reference Number 15/01299/ FUL Chester House, Hare Lane Chester Cheshire CH3 7ED. Received: Fri 27 Mar 2015 | Validated: Wed 01 Apr 2015 | Status: Awaiting decision.

Planning permission was granted last year for a development to replace the old chapel despite local views that the best option, although not the most profitable for a developer, would be to convert the historic building for residential use.

There are local precedents the old Guilden Sutton Primary school was successfully converted and the Methodist chapel in Guilden Sutton is also currently being converted following permission from the CWaC planning system.

That previous permission reference number 13/05092//FUL was only granted last year and in view of the sensitive setting of the development in our hamlet, within the green belt very stringent and specific conditions were to be met. As shown in the Council documentation. This new application fails to fulfil these conditions in many ways, the height, size and massing of this new proposal exceed those deemed acceptable by Officers and Members not so long ago e.g. one proposed building will be substantially higher than any nearby. The reasons for the rigorous conditions were well founded and met the criteria demanded by the nature of the site. The only thing that has changed since the permission was given last year is the developer, which is NOT a planning criterion. The explicit conditions were appropriate at the time - they still are.

The chapel building has just been demolished. There were detailed conditions in the previously granted permission to be met prior to and during demolition work. Please could you find out how the officers monitored the demolition and ensured that those conditions were properly adhered to.

Thank you for your offer of help which is much appreciated, especially as it comes at such a busy time for you. Odd how the awkward or contentious planning and development issues always seem to arise coincidentally at either Council election time or during the summer recess.

Some things never alter regardless of which party is in charge of the Council. It was ever so. Once again thanks. If you need any further information I will be grateful if you let me know. Politics aside, on a personal level I wish you well.

Mrs S R Proctor had separately advised:

Apparently the owner wants to increase the size of the detached house to 5 beds and raise the roof height by 2 metres. I haven't seen the actual design yet, only the written submission but it is 2 metres higher than the apex of the chapel roof was. This is also 2 metres higher than the neighbouring properties so it will not fit in with the street scene. I believe it will be 3 storey.

The following response had been made:

The Parish Council OBJECTS to this proposal and strongly supports the objections of Great Boughton Parish Council and nearby occupiers.

Notwithstanding the previous permission, the increase in scale of the proposal is considered to be inappropriate development in the Green Belt for which no very special circumstances have been demonstrated.

Due to the increased height, the Council believes the overbearing nature of the detached property would be detrimental to the amenities which other occupiers in the vicinity could reasonably expect to enjoy.

It further believes the modern design of the development would be out of keeping and unduly harmful to the character and appearance of the 19th century street scene.

The increase in vehicular movements associated with the detached property and the adjoining dwellings is a concern given the narrowness of the lane, the existing parking situation and the amount of through traffic which uses the road.

Variation of condition 2 on application 13/05410/FUL to allow amendments to driveways and boundary treatments

Land Adjacent To Treetops School Lane Guilden Sutton Chester

Ref. No: 15/01196/S73 | Received: Mon 23 Mar 2015 | Status: Pending. NEW APPLICATION.

Cllrs Fisher, Ringstead.

Further to Cllr Fisher informing the variation would involve changes to boundary treatments and driveways and to no objection being raised, The Clerk drew Members' attention to the following objection to the LPA by from Mr Robert Wilkinson 28 School Lane.

I strongly object to this variation on the grounds that it does not retain the rural aspects of the original scheme.

Can I please remind the council, that despite nearly 400 objections to the original planning application last year, this building application was passed on the casting vote of the planning committee chair, April 2014. The approval to build in the green belt was on the basis the committee and chair believed the proposal met the special conditions required for green belt development. One of these is that the character of the area is not damaged.

This variation will damage the rural aspect, character and environment of what was a green field on green belt land and remains a rural area.

I appreciate that this variation is probably being initiated by the housing association, as less overall grounds maintenance will be required. Thus saving money for the association. However, these costs and obligations were part of the planning agreement deliberately to protect the character and environment. The association will have known that from the start. So it is not for the council surely to just cut the associations costs at the expense of Guilden Sutton residents.

Two Storey Side Extension
16 Oaklands Guilden Sutton Chester Cheshire CH3 7HE
Ref. No: 15/01138/FUL | Received: Thu 19 Mar 2015 | Status: Pending.
Cllrs Fisher, Ringstead.
No objection.

Non-Material Amendment to planning application 14/03619/FUL
84 Oaklands Guilden Sutton Chester Cheshire CH3 7HG
Ref. No: 15/01087/NMA | Received: Mon 16 Mar 2015 | Status: Pending.
For information only.

Proposed first floor extension to side
10 Cinder Close Guilden Sutton Chester Cheshire CH3 7EP
Ref. No: 15/01025/FUL | Received: Wed 11 Mar 2015 | Status: Pending. NEW APPLICATION.
Cllrs Paterson, Brown.

Further to Cllr Paterson reporting and recommending there should be no objection and a Member feeling that nonetheless it may be considered the new build would take the property to its physical limit, the following response had been made:

The Council has no objection but believes the further extension may take the property to its physical limit.

Two storey side extension and porch
8 Arrowcroft Road Guilden Sutton Chester Cheshire CH3 7ES
Ref. No: 15/00694/FUL | Received: Wed 18 Feb 2015 | Status: Pending. Planning permission refused.
Cllrs Hughes, Davis.

No objection had been raised by the Council but the LPA had been advised of concerns as to construction traffic on the narrow road which was a principal access to the primary school.

The Clerk invited Members to note the decision:

In pursuance of their powers under the above Acts, the Council hereby REFUSES to grant planning permission in accordance with the application and plans submitted by you, for the following reasons:

1. The two storey side extension would, by virtue of its size, siting and design, be unacceptable in relation to the existing dwelling and its setting within the street scene. The proposal fails to respect the principle of an extension being subordinate to the main house, due in particular to the lack of a 1m set back of the front elevation at first floor level, combined with the width of the extension being in excess of 50% of the width of the original dwelling, and the ridge line of the extension being at the same height as the main ridge. As such, the proposal constitutes unacceptable development and would be contrary to the provisions of the National Planning Policy Framework, policy ENV6 of the Cheshire West and Chester Council Local Plan (Part One), retained Policy HO8 of the Chester District Local Plan and the Supplementary Planning Document for House Extensions.

Notes

1. The local planning authority considers that in this instance the scale of amendment necessary to achieve an acceptable outcome would result in a significantly different development and as such would be outside the scope of this application. It has therefore not been possible to work with the applicant in a positive and proactive way to secure a development that will improve the economic, social and environmental conditions of the area in line with the NPPF.

Oak tree - reduce crown to manage size.
8 Oaklands Guilden Sutton Chester Cheshire CH3 7HE
Ref. No: 15/00084/TPO | Received: Mon 12 Jan 2015 | Status: Application permitted.
For information only.

Erection of a Performance Centre (Class D2)
Chester Rugby Union Football Club Hare Lane Chester Cheshire CH3 7DB
Ref. No: 14/05366/FUL | Validated: Wed 07 Jan 2015 | Status: Pending consideration.
The Clerk.

Members were reminded the Clerk had elicited information from both the Agent and the Applicant re the traffic impacts of this proposal which was independent of the club. The building would not be 'open' as in the case of a fitness centre and those using it and their coaching staff would attend at predetermined times. No more than 10 cars were expected to be present at any one time. The decision was awaited.

Single storey extension to side and rear

52 Guilden Sutton Lane Guilden Sutton Chester Cheshire CH3 7EY

Ref. No: 14/05173/FUL | Validated: Tue 09 Dec 2014 | Status: Planning permission.

Cllrs Paterson/Fisher.

No objection.

Proposed demolition of existing single storey extension and erection of part two storey rear extension and single storey rear extension including alterations to the existing garage roof to create a pitched roof.

Ashley House Hare Lane Chester Cheshire CH3 7ED

Ref. No: 14/04682/FUL | Validated: Wed 05 Nov 2014 | Status: Application permitted..

Cllrs Fisher/Ringstead.

No objection.

14/03407/DIS | Discharge of conditions 3 (material), 4 (affordable housing), 5 (landscape layout), 6 (landscape management plan) and 10 (parking details) on permission 13/05410/FUL | Land Adjacent To Treetops School Lane Guilden Sutton Chester Cheshire. Application permitted.

The Clerk.

Objection.

Members were reminded those wishing to register for rental properties should contact Trust Home Choice by phoning 0300 123 2442 Option 1 or online www.trusthomechoice.co.uk and those with an interest in shared ownership should contact Adactus on 0300 111 1133, info@adactushousing.co.uk. It was understood the new properties were attracting interest.

Residential development of 17 affordable dwellings and associated vehicular access to School Lane.

Land Adjacent To Treetops School Lane Guilden Sutton Chester Cheshire.

Ref. No: 13/05410/FUL | Validated: Fri 20 Dec 2013 | Status: Planning permission.

Cllrs Moulton, Hughes.

Objection

Residential development of 9 dwellings (demolition of existing buildings) | The Wood Farm School Lane Guilden Sutton Chester Cheshire CH3 7ET

Ref. No: 13/04057/FUL | Validated: Tue 17 Sep 2013 | Status: Application permitted.

Cllrs Fisher, Moulton.

No objection.

Unconventional energy sources. Proposed IGas Seismic Survey - Guilden Sutton Parish Council Area.

The Council noted further correspondence received from TESLA as to additional surveys in the Ellesmere Port/Chester area which included the parish. The correspondence had not included a range of additional information which was said to have been attached and this had now been provided. The documents would be scrutinised by Cllr Fisher.

(b) Development control process. (i) e notifications. There was nothing further to report at this stage.

(c) Community planning.

(i) Parish Plan. There was nothing further to report at this stage further to Cllr Paterson reporting an overlap had been identified between the implementation group and the steering group for the Neighbourhood Plan. As a result it had been agreed the implementation group should only meet on a sixth monthly basis.

(ii) Neighbourhood Plan. Cllr Paterson reported further. The Council was aware of the possibility it would be necessary to agree the Plan should reflect the boundaries of the enlarged parish which had taken effect from 1 April 2015. An item would appear in a future issue of the newsletter. **Action: The Clerk.**

The Council noted the following helpful suggestions received from Mrs S R Proctor, Ash Bank, as to desirable actions in the context of local planning. Those already not in hand would be pursued with the Area Engineer by the Clerk.

Improvements suggested:-

**Reduce rat-running /speeding through Hare Lane and Belle Vue Lane. People who have drives to park on have difficulty getting out because of parked cars or visibility because of the angle of the road e.g. by Bridge Cottages*

**Something to stop vehicles mounting the pavement at Yew Tree Villas - this happens often when cars coming from Rugby Club, passing parked cars, meet traffic coming in other direction.*

**Marked footway on one side of Hare Lane from A51 to Ash Bank to improve safety for pedestrians, especially students from Christleton High School and by the bend.*

**Improve safety at junction of Hare Lane and Belle Vue Lane, perhaps mirror on sign-post as many drivers cut the corner going into Belle Vue Lane.*

**Measures to reduce traffic from Car Boot going through Pipers Ash. It is extremely difficult to get out especially at end of morning when cars are leaving and they speed through the Ash.*

**Discourage parking on pavements to enable safe access for pedestrians. 1 wheelchair-user and some buggies have been forced to walk in road because of inconsiderate parking.*

**Weight limit on railway bridge on Hare Lane, with clear signage from A41 and A51*

**Better signage for No HGVs on Green Lane*

**Implement speed limit on A41 to help pedestrians and cyclists. (50mph limit already agreed but signs not put up)*

**Replace Cheshire black & white railings at field by phone-box, they are in very poor condition.*

**Regular street sweep of cycle lane on Green Lane,*

**Afternoon Royal Mail post box collection.*

**Restrictions on any new build.*

**Easier access to seat by beacon.*

**Bus stop for alighting at top of Guilden Sutton Lane.*

**No more radio/phone masts, we have 2 already.*

**Any building or alterations to be in keeping with surrounding properties.*

**Review CW&C ward boundary so that the whole of the parish is in 5 Villages. (Currently the parts of Pipers Ash formerly in Gt Boughton are still in Vicars Cross Ward - this mean we'll fall through the gap or cause confusion for some service delivery e.g. Policing, street-cleansing,*

Parking issues at start of Ash Bank and Yew Tree Villas are difficult to address. Any highways remedy would probably cause more inconvenience and could result in prosecutions, e.g. tickets for parking close to junctions, or on double yellows if they were introduced. With many homes having more than one vehicle there simply aren't enough spaces for everyone.

Part of the remedy might be in our own hands. Parking on pavements is dangerous for pedestrians. Avoid parking in front of other homes if there is space at your own. Maximise off-road parking opportunities, e.g. If you are going to be away on holiday, consider letting your neighbours use your space - it might also help your security by not broadcasting that the house is empty. None of us has a right to park outside our own homes so it's a matter of common sense and consideration.

When the Car Boot starts it might be an idea to use wheelie bins to display SLOW signs especially at the 4 Yew Tree Villas properties. One A5 size large black letter per bin.

Things we like:-

The area generally.

Being close to wildlife and countryside.

Hedgerows and Spring bulbs

The 'village green'

Dog waste bins.

Seats at the Green and Beacon

Parish Noticeboard.

(iii) Bird in Hand Support Group. There was nothing further to report at this stage.

(iv) Affordable housing policy. There was nothing further to report at this stage.

(d) Strategic Planning.

(i) Cheshire West and Chester Local Plan (Part Two) Land Allocations and Detailed Policies - Issues Consultation.

The Council had previously noted the following from the borough council:

Cheshire West and Chester Local Plan (Part Two) Land Allocations and Detailed Policies – Local Service Centre Consultation

Cheshire West and Chester Council are preparing the evidence base to inform the production of the Local Plan (Part Two) Land Allocations and Detailed Policies. A key part in the preparation of the Part Two Plan is the identification of local service centres.

Parish councils were sent a services and facilities questionnaire in October 2014. Responses have been used to inform the production of a Local Service Centre Background Paper which will be subject to this consultation. We are keen to continually engage with parish councils as we progress with the identification of local services centres and the requirement to engage with parish councils was also a specific recommendation by Council Members at the Local Development Framework Panel on 26th January 2015.

We are seeking views from parish councils specifically on whether you consider that settlements within your parish should be local service centres and feedback on the questions posed within the Local Service Centre Background Paper. This paper sets out the Council's proposed methodology to identify the local service centres and asks a series of consultation questions in relation to options for assessing and selecting the list of local service centres.

Your comments will inform the development of the evidence base to support the preparation of the Local Plan (Part Two).

Responses should be returned to Planning Policy by Friday 24th April 2015. If changes in your area due to the Community Governance Review mean that you will not be able to respond by this date, please contact me to agree a later response date.

The following further information had been obtained by the Clerk:

The Plan's strategy is based on focusing most new development in and adjacent to the four urban areas and steering development in the rural area primarily to key service centres which represent the most sustainable locations in the rural area. Outside of these areas, a limited level of development will also be brought forward in smaller rural settlements to be known as local service centres which have adequate services and facilities and access to public transport.

The Part One Plan does not impose levels of development on local service centres as it is considered that the local community is best placed to understand the needs of its communities in terms of supporting local services or meeting a specific housing need. Local communities may bring forward additional development in their areas through mechanisms including Neighbourhood Plans, Community Right to Build Orders and rural exception housing. This approach reflects the National Planning Policy Framework (NPPF) that seeks to empower local people to shape and direct sustainable development in their area. Development which will be allowed in local service centres will be small-scale and allows for redevelopment, conversions and infilling.

The Clerk advised he had been in discussion with the borough council (Cllr Paterson had been fully informed) having become aware of the possible designation of the parish as a local service centre under the Local Plan. Parishes had been assessed on a score of 1 - 4 (4 being the most likely) with Guilden Sutton and other similar areas such as Mickle Trafford scoring 4. The following extract of a response was a helpful summary of the position.

Whether or not Guilden Sutton becomes a Local Service Centre will certainly have implications for your neighbourhood plan but there won't be absolute certainty on that until the Local Plan part 2 is adopted, which won't be for some time.

Having said that, Guilden Sutton does have a reasonable range of facilities and public transport, and in our methodology came out as one of the more likely settlements to be designated as a Local Service Centre. On that basis, I would suggest that for the purposes of preparing the neighbourhood plan, it is reasonable to assume that the village is likely to be a local service centre and proceed on that basis. This would mean that some limited development within the village would be acceptable, such as small scale infill and redevelopment.

Small scale affordable housing to meet identified needs may also be appropriate within or on the edge of the settlement.

The Local Plan says that the amount of development in local service centres will reflect the scale and character of the settlement and this is something that you can consider through the neighbourhood plan (also bearing in mind the green belt status of the area).

It is proposed to accept an invitation for an officer to attend a briefing and in particular to deal with the policies which would apply should the community wish for a 'no growth' option.

(ii) Neighbourhood planning. **Cllr Paterson**. Members noted the receipt of the following advice from the borough council:

A neighbourhood planning protocol has been prepared to assist groups in project planning and timetabling. It sets out the stages of neighbourhood planning and the support that groups can expect from the Council, and also gives information on what is required from groups themselves to make sure their plans are able to progress through the various stages of the plan making process.

4 Quality Council issues.

(a) Training. ChALC 2015 Training Schedule. Members would indicate should they wish to attend any training in this schedule. **Action: All Members.**

The Clerk reported the receipt of the following notifications from ChALC:

I would like to take this opportunity to remind you that ChALC is running a Clerks & Councillors induction training session on the afternoon of 3 June 2015 at Wychwood Village Hall. The room will be available to you from 1.30 pm and there will be tea/coffee and biscuits available. The session will commence at 2.00 pm and finish at 4.30 pm.

The training session will cover the following aspects of Parish/Town Council business:

*The Role of the Clerk, Chairman, Councillors.
Parish Council Meetings – Statutory requirements for the holding of meetings
Parish Council Minutes – Statutory requirements
Decision Making
Powers and Duties of Councils – Section 137 – ‘the Free Resource’
Parish/Town Council involvement in the Planning System
Budget Preparation
Precept and Council Tax Calculation*

Members had been asked to indicate to the Clerk by Tuesday 26 May 2015. No indications had been received

ChALC will be running a Chairmanship 1 training session on the afternoon of 29 June 2015 at Congleton.

The training session will cover the following aspects of Parish/Town Council business:

*The Role of the Chairman
Preparing for a meeting
Rules of Procedure
Chairing Styles
Managing the Meeting – group and individual*

The room will be available to you from 1.30 pm and there will be tea/coffee and biscuits available. The session will commence at 2.00 pm and finish at 4.30 pm.

Members wishing to attend would kindly notify the Clerk.

(b) Standing Orders review. There was nothing further to report at this stage.

(c) Local Council Award Scheme. The Clerk would report further as to the requirements in due course.

5 Parish car park.

(a) Grounds maintenance. There was nothing further to report at this stage.

(b) Improvement scheme. Members remained of the view that a concrete boundary topped by cobbles would be the preferred solution if a suitable contractor could be found. In the meantime the effect of the works completed by the previous grounds maintenance contractor was being kept under review. **Action: All Members.**

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

(d) Trees. The Clerk was informing the Warden of the previous price and date. **Action: The Clerk.** Further to the advice from the tree contractor of a split in the left hand side rear tree, the warden would inspect although the advice was no action was required at present. **Action: Cllr Brown.**

6 Leisure Services

(a) Children's Playing Field.

(i) Grounds maintenance issues including litter bin emptying. There were no issues to report.

(ii) Mole infestation. The Clerk advised there was presently one possible mole hill.

(iii) Further to a Member informing of the encroachment of an adjoining boundary hedge, this was being monitored, particularly as to the effect on the contractor when mowing the field. The suggestion by Cllr Moulton that a letter should be sent to the occupier requesting the hedge should be cut back to the boundary due to the nuisance arising had been progressed by the Clerk. No response had been received. It was agreed the issue should be progressed with the occupier by Cllr Davis and The Clerk. **Action: Cllr Davis/The Clerk.**

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

(v) Inspections. Further to the Council noting that negotiations with Northwich Town Council had resulted in a monthly inspection regime continuing at no greater cost than the previous arrangement with PIMS, the Clerk would advise Members of the details. **Action: The Clerk.**

(vi) Playing field provision. The Council noted the Clerk has responded to this survey indicating that public facilities within the parish were poor.

Cheshire West and Chester (CWAC) Council is working to better understand the current and future provision of playing pitch facilities and has commissioned management consultancy Knight, Kavanagh & Page (KKP) to carry out a needs assessment in the area, which will result in the production of an area wide strategy.

It will include all facilities whether managed within the public, private, voluntary or education sectors. The assessment will identify local need for sports provision within CWAC and will serve as the key evidence base that will inform the future strategic planning and investment in sport and recreation facilities.

Your survey responses will help form the strategic plan for the future of provision within CWAC, including improvements in pitch quality, maintenance, ancillary facilities and the creation of new pitches.

Below is a link to a short online survey which we ask all clubs to complete in order to provide information on current playing pitches and facilities, as well as demand information, which will help to form an accurate picture of sports provision across the borough.

(b) Children's Play Area.

(i) CCTV and CCTV protocol. (a) 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. (b) 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.** (c) Maintenance. Cllr Paterson having indicated that a report and estimates were to be prepared with the possibility of entering into a service agreement, to which there had been no response by Chester Security Systems, a further approach was being made. **Action: The Clerk.**

(ii) Inspections. Further to the Council noting that negotiations with Northwich Town Council had resulted in a monthly inspection regime continuing at no greater cost than the previous arrangement with PIMS, the Clerk would advise Members of the details in confidence at this stage. **Action: The Clerk.**

(iii) Bin emptying. There was nothing further to report at this stage to that minuted above.

(iv) Replacement children's playground. A replacement date would be sought for the official opening. **Cllr Hughes/The Clerk.** The Clerk was also providing Cllr Hughes with a CAD image of the project as proposed. **Action: The Clerk.**

Further to Cllr Fisher helpfully informing of an industrial company within Cheshire West which may award grants to any future project should staff reside within the community, further inquiries had been made by the Clerk which had identified future funding might be available from the Veolia Environmental Trust. **Action: Noted.**

(v) Grounds maintenance issues including boundary hedging. There was nothing further to report at this stage.

(vi) Award for All grant: satisfaction research. The Clerk informed he had completed this survey.

(vii) Landfill Communities Fund. The Council noted the following from WREN. The full consultation had been circulated.

Dear Applicants

We are contacting you because your project received an award from WREN through the Landfill Communities Fund (LCF) The LCF is undergoing review and the scheme may be at risk. HM Revenue & Customs is consulting on the future of the fund and we would like your help to ensure the LCF continues to be a valuable source of funding for community projects such as yours in the future Since its inception in 1996, over £1.3bn billion has been spent on more than 51,000 projects across the UK.

The outcome of the consultation is likely to be either:

Reform the LCF to speed up the flow of money to community groups and make administration of the fund more effective and efficient; or

Close the LCF, with the funds re-allocated to other government priorities.

We are in favour of reforming the LCF and have worked closely with HMRC to develop the proposals mentioned in the consultation. These reforms are intended to speed up the flow of money to projects such as yours.

We would like to encourage as many positive responses to the consultation as possible to show how the LCF has benefited communities. A full copy of the consultation document is enclosed. The document is self-explanatory but long and some of the questions may not be relevant to your group or project

If you find it easier you may wish to just respond to Question 16:

Q16: Are there any further reforms of the LCF you think are required? If so, please give details.

You can use this question to provide examples of the positive impact the LCF has made as well as suggest ideas for reform. The LCF does fund such positive projects through groups such as yours and it would be good if you could point out how your community benefited from the scheme by including statements such as:

Our project was and cost £XXX. As a community group we received £XXX of LCF money, which was vital to the project's success.

The LCF was the only source of significant funding for our project.

We believe the LCF makes a big difference to the environment and communities like ours because

Without the LCF our project wouldn't have happened and we would not be able to [example - be more efficient to run/help children and young adults keep fit/offer better access and facilities to our community]

The LCF is a valuable source of funding for community projects that make a difference to people's lives.

Responses must be sent to Landfill-tax.consultation@hmrc.gsi.gov.uk by 11.45pm on 10 June 2015.

15/16 035

Your help is vital to securing the future of the LCF. Thank you in advance for submitting a consultation response so that more successful community and environmental projects can be delivered.

If you have any queries or questions, please let me know.

*Hannah Prince
Grant Administrator*

A response would be made by the Clerk. **Action: The Clerk.**

(c) Public Footpaths.

(i) Restricted Byway no 7. It was not known if the work proposed by the Public Rights of Way Unit to improve drainage in the worst affected areas had been carried out.

(ii) Footpath 2. There was nothing further to report at this stage apart from the concerns raised at a surgery as to the condition of sections of the verge where the banking had been stabilised.

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

(iv) Footpath 3. Further to the concerns expressed by the Public Rights of Way Warden as to the state of the bank and a leaning wall adjacent to Footpath 3 at the rear of houses on Cinder Lane, there was nothing further to report at this stage. The matter would be revisited by the Clerk with the warden in due course.

Action: The Clerk.

(v) Rights of Way Group. There was nothing further to report at this stage.

(a) Bank account. There was nothing further to report following the transfer of £1312.50 to the Council on 10 March, 2015.

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

(vii) Greenway, Mobility access, Garners Lane. There was nothing further to report at this stage.

(d) Grounds Maintenance. (i) Cheshire West and Chester. The Council expressed concern at the quantity of arisings which were distributed on footways, in gulleys and in the highway when cutting followed vigorous growth. (ii) Parish Council contract 2015/16. Members noted the arisings remaining on the playing field were as a result of the contractor using different machinery than the previous incumbent.

(e) Public Seats: Guilden Sutton Lane/Wicker Lane. Members continued to note the Council would need to consider action for future maintenance following the closure of Messrs Deva Forge. Advice would be sought as to the capacity of Northwich Town Council. **Action: The Clerk.**

(f) Fox Cover: Landscaping. There was nothing further to report at this stage.

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

(h) Wild flower meadow. Further to Cllr Moulton requesting the Council to revisit this issue, with the possibility of planting on the banks of the Guilden Sutton Lane diversion, the Area Engineer had discounted this possibility on health and safety grounds and also possible ownership of the structure by Highways England. The Chairman referred to possible planting at the dingle path including marsh marigolds. This would be investigated.

7 Public transport. There was nothing further to report at this stage.

(a) Services, general. C27/DB8.

(b) Bus stand, Guilden Sutton Lane. Overgrowth at this stand continued to be monitored, Cllr Roberts having expressed concern as to views being obstructed and the issue being reported to the Area Manager, Place Operations.

(c) Relocation of Chester Bus Station to Gorse Stacks. There was nothing further to report at this stage.

8 Highways.

(a) Issues with the highway authority, ownership by Traffic Group. A meeting of the Group was to take place to consider current issues.

(b) Current issues.

(i) Community speed management.

(a) SID. Members were informed of unattended SID sessions taking place on Guilden Sutton Lane operated by the PCSO. No prior notification had been provided. Cllr Moulton would discuss with officers the lease requirement for borough council owned devices to be attended. **Action: Cllr Moulton.**

It was agreed sessions would be sought in June/July and September, 2015.

(b) Community Speed Management guidance. In respect of the Clerk being asked to circulate a 'Community Speed Management' scheme regarding speeding issues produced by Cheshire West and Chester Council, the Traffic Group would consider the guidance and perhaps raise Guilden Sutton Lane, Station Lane and Wicker Lane. The issue of the A41/Guilden Sutton Lane junction would now be covered by the proposed 50mph limit for the A41. **Action: Traffic Group.**

(c) Station Lane: 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.**

(d) Speed activated signs, Station Lane. Members were reminded the Area Manager, Place Operations had undertaken to arrange for a speed / traffic count to be carried out on Station Lane as soon as practicable and would base his decision for funding on the results. If both elements showed an existing problem the highway authority would match fund the cost of provision, however if only one or neither factor existed then the Parish Council would be required to fund the whole cost.

(e) Speed activated sign, Guilden Sutton Village. Members had previously noted the project was logged on as 2127074 and had been passed to the relevant Engineer. The Area Manager, Place Operations had now indicated that an assessment had justified the provision of a speed activated device in the 30mph limit in the vicinity of Belle Vue Lane.

PC Boulton was kindly assisting in determining if the Police would be prepared to provide support which may enable an application to the Police and Crime Commissioner. This would enable a second location to be equipped given the availability of the funding which had now been released.

(f) Speed awareness campaign. Cllr Roberts having raised the prospect of a speed awareness campaign supported by the highway authority and the Ward Members this would be progressed by the Traffic Group. **Action: Traffic Group.**

(g) School Lane. Concerns per Mr P Crompton, Belle Vue Lane. The issue remained with the Traffic Group and PC Boulton. The Clerk informed he had responded to further correspondence with Mr Crompton who had welcomed the possibility of a speed activated indicator. **Action: Noted.**

(ii) School parking. Further to Cllr Hughes reporting it had emerged action by the Police was seen as the only option and to PC Boulton being requested to advise, there was nothing further to report at this stage.

(iii) Planters. The possibility of a new position being sought for the Guilden Sutton Lane planter on the opposite side of the road where it would be a more appropriate gateway feature had been pursued by the Clerk who had been advised a location on the opposite verge would be unacceptable on highway safety grounds.

Further to Cllr Moulton referring to the desirability of providing a planter on green space at the junction of Hare Lane and Green Lane South, which had transferred to this Council, Streetscene had advised the Parish Council should purchase the planter and have it delivered to the borough council which would install it free of charge. A supplier was recommended previously used for planters elsewhere in Great Boughton. Streetscene would need to lay flags having sought the approval of the highway authority as to the location. Estimates had been sought by the Clerk and it was agreed there should be 1 no lettering Guilden Sutton and 1 no lettering Pipers Ash.

- (iv) Traffic group. There was nothing further to report at this stage other than that minuted above.
- (v) Guilden Sutton Lane: footway drainage. In addition to renewed obstruction of the footway by flooding from the adjacent field which had been reported to the highway authority by the Clerk, reference 4767529, the matter now lay with the Area Manager, Place Operations.
- (vi) Parking, Guilden Sutton Lane. Further to that minuted previously following the meeting between the Clerk and the then Area Engineer on Monday 25 November 2013 and Cllr Moulton expressing renewed concern as to vehicles parking without lights within the 40mph limit, this remained reported to PC Boulton. There was nothing further to report at this stage.
- (vii) Boundary fencing. Further to a Member referring to the condition of a length of boundary fencing adjoining a footway in the parish and to this being raised with the landowner there was nothing further to report at this stage. **Action: Noted.**
- (viii) Guilden Sutton Lane, sight lines. Sight line issues at the junction of Heath Bank and Guilden Sutton Lane caused by parking and in the vicinity of the incoming bus stand caused by overgrowth were understood to be being monitored by the Area Manager, Place Operations. Overgrowth at the junction of the diversion and the CDS had also been referred.
- (ix) Village access for mobility scooters, Porters Hill. Further to the Area Manager, Place Operations informing discussions were ongoing related to the dedication of land to facilitate widening and to Cllr Fisher advising of his understanding a minimum width of 0.91m would be achieved, there was disappointment this did not appear to be the case. The Council felt this was a missed opportunity. **Action: Noted.**
- (x) A 41 Speed limit. Further to the receipt of the public notice proposing a 50mph limit on the A41 Ring Road from its junction with the A56 Hoole Roundabout to its junction with the A41/A5115 Whitchurch Road, a distance of approximately 2.33 kilometres, which had been strongly supported, the Clerk advised the Area Manager, Place Operations had informed the highway authority was in the process of ordering the relevant signage and implementation was imminent.
- (xi) Disabled parking bay, Summerfield Road. There was nothing further to report at this stage as to the surgery request for the provision of a disabled parking bay in front of the Summerfield Road shops which had been referred to the highway authority and had been logged on as 2127075 and passed to the relevant Engineer. It was noted any bay would be required to comply with the highway authority's specification and would entail the loss of more than one of the present informal parking spaces.
- (xii) Sight line, Copple's corner. Further to Cllr Moulton expressing concern at sight lines being obstructed by cars parking on the verge/footway, advice was being sought by the Clerk as to whether this was a matter for the highway authority or the Police. **Action: The Clerk.**
- (xiii) Footway, School Lane. Further to Cllr Paterson referring to the unevenness of the footway between Arrowcroft Road and Oaklands (opposite Wood Farm), there was nothing further to report at this stage. The matter had been raised with the highway authority (2127961) and passed to an inspector for action. Cllr Brown having further referred to uneven pavements elsewhere would provide the Clerk with details. **Action: Cllr Brown.**
- (xiv) School access footway, rear Orchard Croft. Members had previously noted the substandard surfacing of part of this path towards the school side gate had been referred to the highway authority by the Clerk and had been logged on 2127975 and passed to the relevant Engineer. Extensive areas for machine repairs had been marked. The highway authority had been requested to provide an update on the status of the proposed repairs which it now appeared to have arisen due to sub contracting difficulties..
- (xv) Attendance of Area Engineer 2 March 2015.

Further to the issues raised by Members at the March meeting, the position remained as follows:

- 1) *Guilden Sutton Lane – Planter Repositioning – Ref 2129447 – Chris Whittaker – Inspection today due to size of planter moving to other side of road not possible on safety grounds, insufficient room on other verge.*
- 2) *Guilden Sutton Lane – Uneven Footpath o/s No's 2-4 – Ref 2129448 – Chris Whittaker – Inspection undertaken – job being raised to level surfacing.*

3) *Guilden Sutton Lane – Flooding o/s hairdressers – Ref 2129449 – Chris Whittaker – Inspection today revealed blocked gully as cause order to clean has been raised.*

4) *Guilden Sutton Lane – Damaged Verge o/s No's 72-74 – Ref 2129450 – Bert Sapio*

5) *School Lane – Widening of Footway o/s Newhall Rise – Ref 2129412 – Ian McNeill – Discussions ongoing related to dedication of land to facilitate widening.*

6) *Guilden Sutton Lane – Flooding of Footway from Hardens Field – Ref 4767529 – Maria Roberts – new investigation required.*

7) *Guilden Sutton Lane – Traffic / Speed Count – Results from last July attached*

8) *Guilden Sutton Area - 5 replacement tree provided by Scottish Power - sites within the village to be suggested.*

On the latter point the Council agreed to forward the suggestion by Cllr Hughes that blossom trees comprising 2 no cherry, 2 no flowering crab trees and 1 no almond tree should be planted in the bank to the rear of the parish car park.

(xvi) Hare Lane thicket. The Clerk had pursued this with the Area Engineer as it is within the 60mph limit but action had been declined on the basis the growth is not a road safety issue. An estimate would be sought from Northwich Town Council following confirmation the work would restore a vista although this would await further action by the Network Steward following a site visit to establish the position.

(xvii) Speed management, Hare Lane. Cllr Moulton pointed out the use of the SID at the approach to the hamlet from the A51 would be precluded by the national speed limit applying. The Clerk informed he was to request the highway authority to carry out an assessment of the speed limit in view of the lower limit approved on the nearby A41.

(d) Lighting.

(i) Faults. Members were asked to continue to report faults to the Clerk for reporting with details.

(ii) Lighting. The Clerk indicated the lighting authority had confirmed that an invoice received in the sum of £1430.36 (inc VAT £238.39) for 1 no light at Heath Bank, to which a dispute had been raised, included the proposed second light at the Bird in Hand car park which would illuminate the improved path to Cinder Lane. A final notice had been issued by the borough council which had also been disputed by the Clerk on the basis the installations at the time had not been commissioned.

9 Finance:

(i) Income:

Scottish Widows no 1	
Interest 1 April 2015	£ 19.76

Scottish Widows no 2	
Interest 1 April 2015	£ 3.35

Co-operative Bank	
Current a/c interest	
2 April 2015	£ 2.58

HMRC	
VAT refund	
1 April 2013 – 30 November 2014	
17 April 2015	£ 4,394.02

CWAC
Precept, CTRG*
17 April 2015 £17,170.00*

*Precept £16,614.00, CTRG £556.00

Co-operative Bank
Current a/c interest
5 May 2015 £ 4.46

(ii) Payments

Cheshire West and Chester Council
2 no bracket lights
73001482 £ 1430.36 (inc VAT £238.39)*
* dispute

18 May 2015

(Omitted from May minutes)

Devaprint
Newsletter 163 £ 25.00

CPRE
Subscription 2015/16 £ 36.00

NTC
Grounds maintenance £ 235.20

NWN Media
Newsletter distribution £ 23.34

Clerk
Expenses £ 38.20

1 June 2015

D Tubman Esq
Internal Audit £ 50.00

Clerk

Postage £ 3.15

Miles
8 @ 45p £ 3.60

Copies
546@ 5p £ 27.30

£ 34.05

Proposed by Cllr Ringstead
Seconded by Cllr Moulton
and agreed.

(c) Balances

Co-operative Bank
Current account

30 April 2015 £41372.62

Scottish Widows no 1
1 April 2015 £20089.42

Scottish Widows no 2
1 April 2015 £ 3408.42

Proposed by Cllr Ringstead
Seconded by Cllr Moulton
and agreed.

(c) Balances

Co-operative Bank
Current account

23 March 2015 £21738.43

Scottish Widows no 1
1 April 2015 £20089.42

Scottish Widows no 2
1 April 2015 £ 3408.42

(d) Finance: general. (i) Balances. Further to Cllr D Hughes revisiting the negligible rate of interest attracted by the balances, this continued to be monitored. The Council noted advice from the Co-operative Bank that the interest attracted by the Council's current account from 25 June 2015 would reduce from 0.18% to 0.06% (below £25,000 0.0%) although fee free features would remain and a range of deposit accounts were available. For comparison a 14 day notice account would offer 0.09% which the Clerk felt would negate the cost of administering two accounts. **Action: Noted.**

(e) Report on contingency payments.

Budget:	£ 983.00
Payments:	£ 0.00*

(f) Audit issues.

(i) Audit group. The NALC/SLCC agreed salary scales for 2014 – 2016 were with the group. It was noted a calculation of the Clerk's new salary from 1 January 2015 together with the non consolidated payments was in hand. **Action: Audit Group.**

The Clerk reported the receipt from the Cheshire Association of Local Councils of an Audit and Finance Update which he had forwarded to the group.

(ii) Audit. It was noted the external audit had been set for 29 June 2015. Members were pleased to hear the Council's accounts for 2014/15 had received a clean bill of health from the Internal Auditor. The Auditor had also provided helpful accountancy advice.

With respect to the Annual Return it was proposed by the Chairman, seconded by the Vice Chairman and agreed the Council should approve the annual accounts together with the Governance Statement and the supporting notes including bank reconciliations prior to their submission.

(g) HMRC: (a) Real Time PAYE Returns. There was nothing further to report at this stage.

(h) Insurance. The Clerk invited the Council to note the following from the Council's insurers.

I confirm having made the following alteration within the Property Damage – All Risks and Theft Sections of the Aviva Policy effective from 2nd May 2015.

Increased the Street Furniture sum insured by £5,524.00 to a new total of £22,464.40 to include the beacon valued at £1,050.00, barrier valued at £2,874.00, notice board valued at £600.00 and two seats valued at £1,000.00.

This alteration has increased the total Risk Sum Insured to £73,645.58.

As this alteration increases the annual premium by only £25.18 including 6% Insurance Premium Tax (IPT) I have amended the policy and waived the pro rata additional premium until the next renewal date of the policy on 1st October 2015 as you confirmed that you do not need a new policy schedule at this time.

I trust these arrangements meet with the Parish Council's approval but please contact me again if I can be of any further assistance.

*Thomas Millward
Came & Company Local Council Insurance*

Pensions Regulator. Automatic Enrolment. Members noted the receipt of correspondence requiring the Council to register ahead of this provision being introduced in 2017. This had been action by the Clerk.

(i) Clerk's gratuity. The Clerk informed he was progressing the proposed transfers for 2012/13 and 2013/14 calculated as follows:

2012/13.

8.66hrs pw x 11.549 pr hr x 52 x 3.75% = £195.03

2013/14

8.66hrs pw x 11.665 pr hr x 52 x 3.75% = £196.99 (total £392.02). **Action: Noted.**

The contribution for 2014/15 would be transferred following finalisation of the Clerk's salary for the same period.

10 Environment Services.

(a) Waste collection and recycling issues. (i) General. There was nothing further to report at this stage.

(b) Environmental issues.

(i) Areas of concern. 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. Overgrowth affecting that part of Wicker Lane in the vicinity of the former vicarage where there was no footway and concerns as to the steps from Heath Bank to Guilden Sutton Lane were with the borough council.

Other Streetscene issues being monitored included visibility at the junction of the Guilden Sutton Lane diversion and the CDS, opposite Wood Farm at the junction of Oaklands and School Lane due to basal growth on nearby oaks, at the junction of Wicker Lane and Church Lane and nettles on the Church Lane steps.

It was noted overgrowth from the school boundary was again obstructing the footway providing access to the school at the rear of Orchard Croft. **Action: The Clerk.**

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

(iii) 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.

(iv) Dog fouling: Requests remained outstanding for additional bins on School Lane and Garners Lane together with that from Cllr Ringstead for a bin on Station Lane to assist users of the greenway.

Further to Cllr Paterson referring to a recent borough council initiative enabling fouling to be marked with pink paint the Clerk advised the council had launched a dog fouling campaign within identified hotspot areas and communities with a dog fouling problem. Pink spray paint was provided to highlight the issue, particularly to offenders, to let them know that someone was watching and to provide warning of the presence of the fouling. A supply had been requested at the suggestion of Cllr Paterson, with the reference number 101002823537 but no response had been received. Subsequently the borough council had published further information as to the availability of the materials to enable action to be taken outside the identified hot spots. This would be pursued. **Action: The Clerk.**

(v) Streetscene. (a) Verge, Church Lane/ Wicker Lane. Further to the correspondence from Mr Tony Fisher, Killearn House, Church Lane which had been referred to the supervisor there was nothing further to report at this stage.

11 Trees and hedges.

(a) Hedges. The increasing obstruction of the footway on Guilden Sutton Lane and at other locations in the village by overgrown hedges during the growing season continued to be 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.

(b) Land, Church Lane. There was nothing further to report at this stage.

(c) Hare Lane. There was nothing further to report at this stage.

(d) 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 there was nothing further to report at this stage. Cllr Paterson's concerns as to the state of other trees adjacent to the path remained.

(e) 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, action had now be taken by the Clerk as minuted above. The matter would be progressed with Cllr Davis who kindly indicated.

(f) Growth, Wicker Lane/Church Lane junction. Growth at this junction continued to be monitored. (minute 10 (b) refers).

(g) Overgrowth, Heath Bank. There was nothing further to report at this stage.

(h) Visibility, junction Guilden Sutton Lane/Guilden Sutton Lane CDS. Further to Cllr Davis referred to the ongoing concern as to visibility for emerging vehicles being obstructed, this issue was with Area Manager, Place Operations.

(i) Overgrowth, School Lane. There was nothing further to report at this stage

(j) Basal growth Oaklands. Basal growth on the oaks at the junction with School Lane and Oaklands opposite Wood Farm had been reported at the request of the Chairman. There was nothing further to report at this stage.

(k) Willow, the dell. There was nothing further to report at this stage

(l) Overgrowth 24 Oaklands. There was nothing further to report at this stage

(m) Canopy Porters Hill. There was nothing further to report at this stage as to Cllr Ringstead referring to the presence of dead branches.

(n) Overgrowth Guilden Sutton Lane/Heath Bank. **Cllr Roberts.** There was nothing further to report at this stage.

Members who had raised particular issues listed above were requested to indicate to the Clerk if they should remain on the agenda.

(o) Trees, dingle path, There was nothing further to report at this stage as to a constituent in Guilden Green raising concerns with Cllr M Parker who was progressing the issue having spoken to the Clerk.

(p) Fallen tree, 43 Oaklands. Members noted this tree was lying on the verge having snapped. Various branches had been pruned.

Cheshire Wildlife Trust. There was nothing further to report at this stage.

12 Cheshire Association of Local Councils.

(a) Chester Area Meeting. It was noted the final meeting in the current quadrennial had taken place on Wednesday 4 March 2015. The Clerk had previously informed he did not intend to seek nomination as Honorary Secretary having held the post since 1994. Future arrangements for the continuance of the Area Meeting were in the hands of the County Association. **Action: Noted.**

(b) Clerk's terms and conditions: The advice from NALC and the SLCC of agreed salary scales for 2014 – 2016 was with the Audit Group as minuted above.

13 Cheshire West and Chester Council.

(a) Chester Villages Community Forum. There was nothing further to report. The inaudibility of proceedings would again be raised at an appropriate stage.

(b) Community governance reviews.

(i) Guilden Sutton. The Clerk informed the new boundaries had taken effect on 1 April 2015. The Chairman referred to the fact that the area transferred from Great Boughton remained within the Great Boughton borough council ward which had governance implications.

(ii) Great Boughton. Further to Cllr Fisher suggesting information should be sought as to the precept levels in Guilden Sutton and Great Boughton this had been researched by the Clerk who would contact Cllr Fisher. **Action: The Clerk.**

(c) Members budgets applications: Replacement children's playground, 2 no bracket lights, 1 no speed activated device, 1 no defibrillator. There was nothing further to report at this stage to that previously minuted.

(d) Community resilience. Cllr Paterson reported further.

(e) Precepts. The disparity in precepts across the borough raised by Cllr Fisher had been researched by the Clerk who would contact Cllr Fisher. **Action: The Clerk.**

4 Cheshire Community Action.

(i) Future funding. There was nothing further to report at this stage further to the Clerk signing the e petition requesting DEFRA to continue funding for community councils.

15 CPRE. There were no action items to report.

16 Health.

(a) Public access defibrillator.

Promotional NHS Ambulance Service led defibrillator package including training. (Full details circulated separately. The Clerk reported the receipt of these details and indicated cost appeared to be greater than the estimates received previously from other suppliers.

17 Policing/Fire Service.

(a) Policing.

(i) Crime. There were no action items to report.

(ii) Homewatch. There were no action items to report.

(iii) Cheshire Police and Crime Commissioner. The possibility of the proposed 'flashing 30' being partly financed by funds held by the Commissioner would be pursued in the event of evidence which met the guidelines becoming available. **Action: The Clerk.**

The Clerk had circulated a 'Have Your Say On Policing' survey from the Commissioner.

18 Newsletter. The Clerk reported newsletter 163 had appeared providing details of election candidates and encouraging nominations for the Community Champion of the Year. **Action: Noted.**

19 War Memorial.

(a) Memorial Garden. Further to the Chairman referring to the success of the installation at the Tower of London (where 888,246 ceramic poppies had been 'planted' to commemorate the British and Commonwealth dead of the Great War) and to him suggesting poppies might be planted in the garden, it was understood an alternative proposal might emerge.

The Clerk referred to the overgrown state of the garden and it was agreed an estimate should be sought from Northwich Town Council. **Action: The Clerk.**

(b) War memorials.

The Clerk invited the Council to note the following forwarded by ChALC.

Please see the information below, which you may find of interest, forwarded on behalf of Anna Wilson Senior Development Officer (War Memorials) Civic Voice.

It is estimated that there are 100,000 war memorials throughout the UK taking many different forms, such as obelisks, crosses, rolls of honour, lychgates, community buildings and playing fields. Throughout the centenary we would like to ensure that they are a fitting tribute to those who gave their lives in the First World War and subsequent conflicts. Over the next four years we will be helping volunteers throughout England to record the condition of their local war memorials and take steps to ensure they are conserved and protected for the future.

Volunteer Involvement

Volunteer involvement in the project is vital. Civic Voice, in partnership with Historic England, Imperial War Museums and War Memorials Trust, is asking for volunteers to carry out condition surveys of their local war memorials. This will provide an overall picture of the condition of memorials throughout England and enable grant funding to be directed to those in need of conservation. Volunteers will also be encouraged to apply to have their local memorials listed, giving them protection for the future. A series of free workshops is being organised to provide volunteers with all the necessary training, and ongoing support will be provided by Civic Voice and the War Memorials Trust.

Next Steps

A free workshop has been organised at Bishop Lloyd's Palace, Chester on Tuesday May 12, 2015. It will provide volunteers with the opportunity to discuss the project and find out how to identify and record the condition of their local war memorials. From the workshop volunteers will gain:

- *Background information about the project*
- *Training to undertake a condition survey.*
- *Training on how to record survey results on the War Memorials Online website*
- *The chance to ask questions*
- *A resource pack containing all the necessary information to get you started.*

Members who are interested in attending the workshop can reserve their place by visiting <https://www.eventbrite.co.uk/e/war-memorial-condition-survey-workshop-chester-tickets-15780116754>

20 Bulb planting. Further to Cllr Moulton revisiting the value of communal planting by Members, the issue would be revisited.

21 Parish IT.

(a) Google Groups (Parish Plan and Bird in Hand). There were no action items to report.

(b) Ownership of site. Further to Members revisiting the ownership of the site and the excellent work being carried out by the webmaster and to it being agreed the primary purpose should be to provide information to the community and that comment should generally be avoided particularly on sensitive issues, further consideration would be given to the need, if necessary to revise the terms of the current disclaimer.

(c) Business section. There was nothing further to report at this stage.

(d) Purdah. Cllr Fisher said he had been unhappy with an approach by the webmaster inviting election candidates to provide brief details. Differing views were expressed.

22 Primary School. Cllr Hughes informed the composition of the governing body was to change and from September 2015 the Council would no longer nominate a community governor. **Action: Noted with regret.**

23 Land ownerships. 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.

(a) VE Day 8 May 2015. The Council noted the following which had been received from the Secretary of State for Communities and Local Government:

Dear colleagues,

VE Day 70th Anniversary

On VE Day 1945 millions of people across the UK shared an unprecedented moment of relief and euphoria that the war in Europe was over. Service men and women were coming home; families no longer needed to live in fear and young evacuees could return from the countryside where they had been sent for their protection. Britain could finally catch its breath, and start to think about how it would rebuild. Within every community today there are people who will remember that day.

At the weekend William Hague announced details about the celebrations and commemorations Government has planned to mark the 70th anniversary of VE Day on Friday 8th May, and across the weekend of 9th and 10th May. I am sure you will want to remember and celebrate this important day in your own areas, and I know that in some communities plans are well underway. Communities will want to choose the events that mean the most to them, and to VE Day veterans from their areas.

I encourage you to support your communities in their celebrations. To tie in with commemorations that are happening nationally, you might want to consider:

- Participating in the national two minute silence at 3pm on Friday 8th May.*
- Celebrations on the evening of Saturday 9th May, to support the VE concert that will be live on the BBC*
- Holding or facilitating picnics and street parties on the afternoon of Sunday 10th May*
- Illuminating landmarks or buildings which are important to your areas to remember the buildings that were lit up on VE Day in 1945.*

We would also like to invite you, as an upper tier authority, to take part in lighting a national chain of Beacons on Friday 8th May. Beacons were used to celebrate the 50th Anniversary of VE Day in 1995, and we want to use them to celebrate the 70th Anniversary. To provide further information on how to participate I enclose a letter from Bruno Peek LVO OBE OPR, Pageantmaster of this Anniversary event, and a copy of the official 'Guide To Taking Part in the 70th Anniversary of VE Day - 8th May 2015'.

As part of the preparation you might also want to make links with your local branch or area office of The Royal British Legion; with local schools (encouraging them to visit www.tes.co.uk/df for ideas and resources); with local churches and cathedrals (who are being encouraged to get involved with bell ringing) and other faith institutions; and older people's services to make sure veterans are the VIPs. 15/16 046

You have great experience in supporting communities celebrate national events. To help you remove any red tape or burdens from these fantastic celebrations, we have reissued our guidance on street parties and on bonfires (to refer to if you will be lighting beacons). These are attached here; and more information and resources for you and your communities are available on the website www.gov.uk/VEDay70 and more will follow in the coming weeks.

We want this to be a national celebration and look forward to seeing and supporting what you and your communities have planned.

(b) Community cinema nights. Cllr Paterson informed the next event would take place on 6 June 2015.

(c) Christmas tree project. Further to the Council agreeing its annual contribution of £50 towards a community tree should continue under a transfer to the costs associated with the permanent tree in place in the grounds of the Village Hall, the Clerk would be advised as to whom the cheque should be paid.

(d) 200th anniversary of the rebuild of St John's Church, June 2015. In relation to the celebrations proposed by the church, to which the Council was invited to contribute and to the Chairman discussing the matter with the Rector, the Clerk indicated his inquiries had suggested Members were properly able to consider both issues previously discussed, namely a donation towards the cost of flowers and a more permanent commemoration of the anniversary.

S144 of the Local Government Act 1972 empowered the Council to promote tourism. He s suggested it may be thought a flower festival marking a church anniversary met that requirement. The amount of the donation would be for decision. A gift towards furniture in the widest ecclesiastical sense would be covered by S137 which allowed expenditure not permitted under any other provision for the benefit of all or part of the community. Members considered their approach to a possible financial contribution and it was agreed this would be on the basis of individual donations.

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 was being pursued by the Clerk. **Action: The Clerk.**

26 Enhanced broadband. There was now nothing further to report.

27 Village Hall Management Committee. Cllr Hughes reported Guilden Sutton Community Association had achieved a modest surplus during 2014/15. It was now the intention to progress a proposed improvement.

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, although it was noted at least one substation had been repainted.

29 Members' information items.

Agincourt. Cllr Fisher informed the 600th anniversary of the Battle of Agincourt would occur in October.

30 Information correspondence. Members noted information items contained within the agenda and the late information report.

Matters considered in the absence of the press and public.

31 Highways issue. Further to a Member revisiting a highways issue which the previous Network Steward had understood would be resolved but on which no action had been taken and to the Clerk advising the issue has been re referred to the highway authority, there was nothing further to report at this stage.

32 Grant The Clerk reported attention had been drawn by the Internal Auditor to a pump priming grant approved in principle by the Council which had not been progressed by the applicant who had now completed the work. The Auditor had queried whether or not payment was still necessary. This would be raised with the applicant. **Action: The Clerk.**

The meeting concluded at 2155.

Date of next meeting: Monday 13 July 2015