

Guilden Sutton Parish Council

Minutes of the Ordinary Meeting of the Council held on Monday 13 July 2015 in Guilden Sutton Village Hall at 7.30pm.

Chairman: Cllr P M Paterson.

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

In attendance: Cllr S Parker, B M Lewin Esq, R Stewart Esq.

1 Procedural matters.

(a) Apologies for absence.

Members: None.

Visitors: Cllr M Parker, Cllr P Hall, PC R Boulton. Noted.

(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.

Cllr P M Paterson declared an outside bodies interest in the payment to Guilden Sutton Community Association of a grant of £1,000 towards the installation of a new boiler in the Village Hall by virtue of her position as Treasurer of the Association.

Cllr D Hughes declared an outside bodies interest in the payment to Guilden Sutton Community Association of a grant of £1,000 towards the installation of a new boiler in the Village Hall by virtue of his position as Chairman of the Association.

Cllr S Ringstead declared an outside bodies interest in the payment to Guilden Sutton Community Association of a grant of £1,000 towards the installation of a new boiler in the Village Hall by virtue of her position as Secretary of the Association

(c) Confirmation of the minutes of the Ordinary Meeting of the Council held on Monday 1 June 2015. The minutes of the Ordinary Meeting of the Council held on Monday 1 June 2015 were proposed by Cllr Ringstead, seconded by Cllr Moulton and agreed subject to recording the following declarations of interest.

Cllr P M Paterson declared an outside bodies interest in the payment to Guilden Sutton Community Association of a grant of £1,000 towards the installation of a new boiler in the Village Hall by virtue of her position as Treasurer of the Association.

Cllr S Ringstead declared an outside bodies interest in the payment to Guilden Sutton Community Association of a grant of £1,000 towards the installation of a new boiler in the Village Hall by virtue of her position as Secretary of the Association

(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.

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(f) Dates of future meetings: 7 September, 5 October, 2 November and 7 December 2015.

(g) Parish election 7 May 2015. (i) Costs. Members noted the borough council had accepted the Council's request to pay the due amount over two years. An invoice in the sum of £537.63 was subsequently received and a cheque was raised under urgency given the period to this meeting of the Council. (ii) Expenses. The Clerk informed he had been made aware that NIL returns were required using the forms provided in the Election pack as these were due to be available for public inspection. If Members wished to provide these he would forward them to the Returning Officer.

(h) Late information report 13 July 2015. The late information report for the current meeting was received and noted.

(i) FOI request. The Council noted the Clerk had responded to a request on behalf of Making Parishes Better Places by directing the inquiry to the website and offering to provide any further information which may be thought to be helpful.

(j) Appointment of office holders: Parish Rights of Way Warden. The Clerk informed Mr Lewin had resumed his duties.

(k) Pipers Ash Advisory Panel. There was nothing further to report at this stage.

(l) Transparency requirements. The Council noted correspondence from the Chief Officer, ChALC as to the implementation of the long-awaited transition fund.

The guidance stated that the monies could be used for:

1. Helping you to understand the requirements of the Code
2. Developing a package this end to support you
3. Helping you to access funds
4. Helping you to work on compliance including: setting up and hosting websites, hardware, staff time and training

The Chief Officer was required to do a baseline survey to quantify need to which the Clerk had responded as follows:

1. Confirm you turnover is less than £25k. *Usually but not in 2014/15 due to a play area.*
2. Are you a member. *Yes.*
3. Have you got a website? *Yes.*
4. Does it end in gov.uk? *No.*
5. Are you Transparency Code Compliant? *No.*
6. Are you close to compliance? *Probably, s/t to the agreement of the Volunteer Webmaster to handle the additional work.*
7. Do you NOT have the capacity to be compliant? *Yes, we do not if the Webmaster is unable to assist.*
8. Do you have access to another organisation's website that you could use? *Not applicable.*

(m) Parish Councils: Data Controllers. Members noted advice from the borough council via ChALC which had been circulated. The Clerk informed no approach had been received by this Council from the person concerned.

Members and Clerks were advised to check they were meeting the legal requirements relating to data protection. The Information Commissioner's website included details of who needed to be registered as a data controller and how to apply. This was available on <https://ico.org.uk/for-organisations/register/>

It was noted that all Borough Councillors were registered individually with the ICO as data controllers for their Council activities.

2 Community engagement.

(a) Public speaking.

(i) Mr B M Lewin. Mr B M Lewin reported on rights of way and web site issues in his capacities as Public Rights of Way Warden and Webmaster respectively.

15/16 049

In respect of Restricted Byway 7 the advice of the borough council would be sought as to materials which were proposed to be laid to secure an improvement. It was noted a refresh was proposed to the web site. Mr Lewin was thanked for his contributions by the Chairman.

(ii) Cllr S Parker. Cllr S Parker reported on the change in control of the administration of the borough council to Labour consequent upon the outcome of the May elections and indicated that new policies were awaited. Cllr Parker was thanked for his contributions by the Chairman.

(b) Surgeries. (i) Report of surgery held on Saturday 4 July 2015. Cllrs Fisher and Ringstead had presided. Issues had arisen as to grass cutting by the borough council and overgrowth from privately occupied land obstructing the adjoining footway. (ii) Future surgeries. It was agreed Cllrs Davis and Hughes would preside at the surgery due 1 August 2015 and Cllrs Paterson and Roberts at the surgery due on 5 September 2015.

(c) Notice boards (i) Hare Lane. Further to the Council accepting the estimate received from Mr J Carswell in the sum of £380 plus VAT for a replacement board, the Clerk informed Mr Carswell had been given authority to proceed. (ii) Church Lane. Following the report by the Clerk as to the condition of this notice board, it was agreed Mr Carswell should be asked to estimate for a replacement and a refurbishment. **Action: The Clerk.**

3 Planning.

(a) New/current applications.

Single Storey Extension to Front

1 Oaklands Guilden Sutton Chester Cheshire CH3 7HE

Ref. No: 15/02676/FUL | Received: Thu 25 Jun 2015 | Validated: Thu 25 Jun 2015 | Status: Pending. NEW APPLICATION.

The documents were awaited. Members were invited to indicate.

Single Storey Extension with garage conversion. Open for Comment

1 Green Lane Pipers Ash Chester Cheshire CH3 7EQ

Ref. No: 15/02617/FUL | Received: Mon 22 Jun 2015 | Status: Awaiting decision. NEW APPLICATION.

The documents were awaited. Members were invited to indicate.

Non-material amendment of planning application 14/05173/FUL (single storey extension to side and rear) to amend the roof

52 Guilden Sutton Lane Guilden Sutton Chester Cheshire CH3 7EY

Ref. No: 15/02541/NMA | Received: Tue 16 Jun 2015 | Status: Approved. NEW APPLICATION, NEW DECISION.

Fell 1x Ash and 1x Sycamore adjacent to the Dingle public footpath between Oaklands and Church Lane, Guilden Sutton. Both trees are structurally compromised and pose a risk to users of both the footpath and Church lane.

Tile Farm Wicker Lane Guilden Sutton Chester Cheshire CH3 7EL

Ref. No: 15/02443/TPE | Received: Wed 10 Jun 2015 | Status: Approved NEW APPLICATION, NEW DECISION

Felling of Field Maple Tree

The Hollies 13 Belle Vue Lane Guilden Sutton Chester Cheshire CH3 7EJ

Ref. No: 15/02340/TPO | Received: Wed 03 Jun 2015 | Validated: Wed 03 Jun 2015 | Status: Pending. NEW APPLICATION

Cllrs Davis/Hughes.

Cllrs Davis and Hughes reported. It was accepted the tree was totally impractical as the garden was very dense but there would be regret at its felling as there were similar trees around the village. It was noted there were also root issues. No objection was recommended and agreed.

Single storey rear conservatory

April Cottage 8 Heath Bank Chester Cheshire CH3 7EZ

Ref. No: 15/02351/HHE | Received: Tue 02 Jun 2015 | Validated: Tue 02 Jun 2015 | Status: Pending

Members recalled notification this proposal had been withdrawn although it was still shown as pending on the borough council web site.

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
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: Planning permission. NEW DECISION.
Cllr Moulton. Davis.
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: Planning permission. NEW DECISION.
Cllrs Ringstead, Moulton.

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 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: Planning permission. NEW DECISION.
Cllrs Paterson, Brown.
Objection

The following response was 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: Approved NEW DECISION.
Cllr Fisher.
No objection.

Two Storey Side Extension
16 Oaklands Guilden Sutton Chester Cheshire CH3 7HE
Ref. No: 15/01138/FUL | Received: Thu 19 Mar 2015 | Status: Approved.
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: Approved.
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: Approved.
Cllr Paterson.
No objection.

The following response was 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: REFUSAL OF PLANNING PERMISSION.
Cllrs Hughes, Davis.

No objection was 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.

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: Approved. NEW DECISION.
The Clerk.

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.

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.

(b) Unconventional energy sources. Proposed IGas Seismic Survey - Guilden Sutton Parish Council Area.
Cllr Fisher.

Documents relating to a 3D survey by TESLA Exploration in the Ellesmere Port/Chester area which included the parish were being considered by Cllr Fisher. It was noted that such surveys were considered to be permitted development but there was a requirement for TESLA to obtain the landowner's permission before entering onto land. The parish was included in the second phase of the overall survey which was being carried out in two phases.

(c) Appeal:

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: REFUSAL OF PLANNING PERMISSION.
Cllrs Hughes, Davis.
The Council had raised no objection. It was noted the appeal had been made under the householder approach which precluded further representations.

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

(e) Community planning.

(i) Parish Plan. There was nothing 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 Clerk informed the following advice had been received 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.

The suggestions received from Mrs S R Proctor, Ash Bank, as to desirable actions in the newly acquired areas of Pipers Ash, are repeated beneath for Members' information. Those already not in hand would be pursued with the Area Manager, Place Operations or other appropriate officers 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.

15/16 053

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 Notice board.

(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.

(f) Strategic Planning.

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

Following previous correspondence with the borough council and to the newly emerging potential for the parish could be designated as a local service centre through the Local Plan process, which was out of step with the considerations of the Neighbourhood Plan Steering Group the Clerk informed he had been discussing the possibility of an officer attending to provide a briefing to the Chairman, in her capacity as Chairman of the Steering Group in particular to deal with the position should the community wish for a 'no growth' option.

An officer would attend on Wednesday 15 July 2015 to clarify the position.

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.**

Clerks & Councillors induction training session, 3 June 2015, Wychwood Village Hall.
No indications had been received

Chairmanship 1 training session, 29 June 2015, Congleton.
No indications had been received

Members noted the following:

ChALC will be running a Councillor 2 training session on the afternoon of 20th July 2015 at Sandbach.

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

*Introducing Councillors to the powers and duties that local councils have
Linking the powers and duties to councils' policies and priorities
Examining the councillor's role in financial matters, including setting budgets, monitoring and audit*

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 pm and finish at 4.30 pm.

Cost: Member Councils £30 per person

Members wishing to attend would indicate to 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. The guide was being circulated separately for Members' consideration at a future meeting.

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.**

(e) Valuation. The Council noted a request from the Valuation Office Agency for information. **Action: The Clerk.**

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 Clerk informed the issue had now been raised by the grounds maintenance contractor. It was noted the issue was being 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 under part 2. **Action: The Clerk.**

(vi) Playing Pitch Study. There was nothing further to report at this stage. The Council had responded to the borough council's needs assessment, being carried out by a consultancy, indicating that public facilities within the parish were poor.

(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 under part 2. **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 had been sought by the Clerk for the official opening. A response had been received from WREN proposing 6 August, 2015 at noon. This would be confirmed. **Action: The Clerk.** The Clerk was also providing Cllr Hughes with a CAD image of the project as proposed. **Action: The Clerk.**

(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 Clerk indicated he had responded to the review of the Landfill Communities Fund details of which appeared in the minutes of the June 2015 meeting.

The following response was made:

I write to support the responses you will have had in favour of reforming the LCF to speed up the flow of money to community groups and make administration of the fund more effective and efficient.

Since first acquiring a small area of land to create a children's play area for the parish, conveniently adjacent to the primary school, we have had three installations, all of which have been supported by LCF funding. Our most recent refurbishment, completed in 2014, attracted LCF funding in the region of £5,000, equivalent to 25% of the cost.

Given my Council's total budget for that financial year was less than £20k, you will appreciate the value of that contribution which enabled the refurbishment to proceed and was vital to its success. The same applied to grants allocated on previous occasions.

The play area is the only equipped space in the village for children outside the school grounds, which are closed outside of school hours and during school holidays and it is a greatly appreciated facility which would not have been possible without the help of LCF funding.

(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. The issue raised during public speaking would be actioned. **Action: The Clerk.**

(ii) Footpath 2. There was nothing further to report at this stage, concerns having been 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. (a) General. There was nothing further to report at this stage. (b) 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 continued to monitor the extent to which arisings were distributed on footways, in gulleys and in the highway when cutting followed vigorous growth. (ii) Parish Council contract 2015/16. There was nothing further to report at this stage to that minuted above.

(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. Continued growth in this area was being monitored.

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

(h) Wild flower meadow. Further to the Chairman referring to possible planting at the dingle path including marsh marigolds, it was agreed a quantity of marsh marigold seeds should be purchased.

(i) Hare Lane beacon. Arrangements would be made for information as to the operation of the beacon to be transferred from Great Boughton PC to the Beaconmaster.

(j) Open Space, Sport and Recreation study, Town and Parish Councils, Needs and aspirations. The Council noted the following:

Cheshire West and Chester Council has commissioned Ethos Environmental Planning to undertake an Open Space, Sport and Recreation Study - to collect information about how much and what type of spaces and facilities are required to meet the needs of local people.

The study will be used by the Council as part of the evidence base for the Local Plan and it will also feed into considerations regarding the use of developer contributions/Community Infrastructure Levy (CIL) funds collected by the Council.

The study is very wide ranging and covers things like village greens and recreation grounds; play areas and youth facilities; allotments; wildlife areas/nature reserves, natural green spaces; footpaths, bridleways etc; and amenity and informal green spaces.

Please note that this study does not include formal sports pitches/courts which are being covered within a different project (the Playing Pitch Study).

Your feedback will help the Council to understand the needs and aspirations of local people. It will help the Council and its partners, such as yourselves, to plan for future provision based upon sound evidence.

We would be very interested in hearing your views on the adequacy of local outdoor recreational provision; which you can do so by returning the attached survey in one of three ways:

- By completing the survey online via the web link: <https://www.surveymonkey.com/r/CWACOpenSpaces>*
- By completing the survey form attached and returning it to us by email*
- By printing it out and returning it by post to the address on the bottom of the form*

Additionally, if you have any other information, plans or documents that you think might be relevant we would be keen to receive them.

We need your response by Wednesday 30th September please, though do get back to me if this causes any difficulty for you.

We look forward to your response which will be very valuable in building up a picture of the level of provision and needs for improvement and/or new provision.

If you have any queries at all about the study please contact Paul Greateorex on 07938 543736 or paul@lande.co.uk. Our primary contact for this study at CWAC Council is Graham Bench in the Planning Policy team (email: Graham.Bench@cheshirewestandchester.gov.uk).

Yours faithfully,

Paul Greateorex

Ethos Environmental Planning on behalf of Cheshire West and Chester Council.

(k) Active Cheshire. To note the following received through ChALC on behalf of Active Cheshire.

Dear Colleagues,

We need your help to construct a plan for the borough that can help to enhance and extend lives.

Active Cheshire is the lead body for physical activity across Cheshire and Warrington. We also deliver sports development services for Cheshire West and Chester Council.

15/16 057

This year we have been mandated to produce a strategy that will help to get more people active on a regular basis, this encompasses the full spectrum from active travel to sport.

We would love the opportunity to come and talk to you about the scope of the plan and also chat through the local level issues, opportunities and ways we can work together.

In particular we would be really keen to hear about local issues around transport, facilities, access to services, young people and rural isolation.

I am happy to come out to you whenever is convenient or if there was enough interest to speak the next time you convene as a group. We can also talk through some of the opportunities available through Active Cheshire and Sport England.

7 Public transport.

(a) Services, general. C27/DB8. Members were informed the DB8 operated by GHA which served Ince/Elton-Guilden Sutton-Vicars Cross-Chester-Chester Business Park (Monday to Friday) would be withdrawn on 30 August 2015. No replacement was indicated.

(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. Further to Members being informed of unattended SID sessions taking place on Guilden Sutton Lane operated by the PCSO Cllr Moulton would discuss with officers the lease requirement for borough council owned devices to be attended. **Action: Cllr Moulton.**

Further to it being agreed sessions would be sought in June/July and September, 2015, it was agreed the first such session due to take place between Monday 20 July to am Monday 27 July 2015 should be cancelled due to the impact of the closure of Wicker Lane in connection with the Scottish Power cable lay. A session would be sought in September.

(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. It was noted the issue of the A41/Guilden Sutton Lane junction had now been superseded by the introduction of the 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. 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. The Clerk was to meet Streetscene to agree an acceptable location on the green and supply arrangements.

(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 Area Manager, Place Operations 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. There was nothing further to report at this stage.

(x) A 41 Speed limit. It was noted the 50mph restriction had now been introduced. (vi) A41, 50mph speed limit. The Clerk had inquired of the Area Manager, Place Operations as to the short length of 60mph which remained on Guilden Sutton Lane following the introduction of the 50mph restriction on the A41 and had questioned why this might have perhaps been consolidated into the Order.

(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) Beacon bench. The Council noted the Clerk had held a site meeting with the Network Steward from which it appeared the view had been obstructed by the hedge on the A41 and clearing the Hare Lane thicket by itself might have little effect. The Steward would continue with pruning to confirm the position. Cllr P Hall, Great Boughton ward, had also kindly raised the issue with officers following an approach by the Clerk.

(xvi) Assessment, 60mph limit Hare Lane/Belle Vue Lane. The Clerk informed the highway authority had advised it required a commitment from the Parish Council to meet 50% of the cost of the Order if a lower limit was recommended. The advised indicative figures were as follows. The Clerk assumed a bid would be made to the Member Budgets:

If changes are recommended a TRO would be between £600 and £1200, changing terminal signs about £400 and repeater signs would be required if there are suitable posts they would be about £60 per location every 350m. Additional posts will be about £120 each.

These are only estimates and it all depends on a formal engineering assessment and design which will be carried out after any resident consultation.

Members expressed a wish for the requirement to be clarified as they believed it was reasonable to anticipate the commitment could be informed by a preliminary assessment of traffic figures. **Action: The Clerk.**

(xvii) Speed limit, Wicker Lane. To note Mr D Walters, Wicker House has made an approach to Cllr S Parker re the existing 60mph limit on Wicker Lane.

(xviii) Water, Porters Hill. It was noted water had been flowing down Porters Hill following heavy rainfall.

(d) Lighting.

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

(ii) Lighting: Heath Bank, Outstanding invoice. The Clerk informed that following confirmation both bracket lights were now functioning, he had raised a cheque under urgency in view of the period to this council in payment of the invoice in the sum of £1430.36 (inc VAT £238.39) already held. Cllr Roberts informed a neighbour on Heath Bank had expressed appreciation.

9 Finance:

(a) Income

Co-operative Bank

Current account interest

5 May 2015	£	4.46
5 June 2015	£	7.17

(b) Payments

To note the following payments agreed under urgency due to the extended period prior to this Council:

20 June 2015

CWAC

2 no street lights
73001482 £ 1430.36 (inc VAT 238.39)

Part election costs
71103192 £ 537.63

Devaprint
Printing re Neighbourhood plan
8487 £ 480.00

New payments.

Northwich Town Council

May 2015 contract work
Invoice 1407 £ 235.20 (inc VAT £39.20)

June 2015 contract work
Invoice 1418 £ 235.20 (inc VAT £39.20)
£ 470.40

HMRC (Post Office Ltd)
BR tax £ 300.00

BDO LLP
External audit
Invoice 1412818 £ 240.00 (inc VAT £40.00)

GSCA
Grant re boiler replacement £ 1000.00

GCSA
Grant re fete. £ 250.00

Mrs P Blythe
Playing field rent
July – September 2015 £160.00

Clerk

Expenses.

Telephone £ 0.00
Postage £ 0.00
Miles
8 @ 45p £ 3.60
Copies
587 @ 5p £ 29.35
£ 32.95

Salary

Arrears
1 January – 31 March 2015 £ 44.58 (net)
Salary
1 April – 30 June 2015 £ 1080.05 (net)
Lengthsman
1 April - 30 June 2015 £ 78.00 (net)
£ 1202.63 (net)

Proposed by Cllr Moulton
Seconded by Cllr Brown
and agreed.

(c) Balances

Co-operative Bank

Current account

1 June 2015	£41039.48
1 July 2015	£39091.63

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.

(e) Report on contingency payments.

Budget:	£ 983.00
Payments:	£ 0.00

(f) Audit issues.

(i) Audit group. NALC/SLCC agreed salary scales for 2014 – 2016. It was noted a calculation of the Clerk's new salary from 1 January 2015 together with the non consolidated payments had been completed.

(ii) External Audit. The Council noted the Annual Return had been forwarded to the External Auditor in advance of the due date. An unqualified opinion had been received. The Auditor had recommended action to be taken in the event of an eventuality to be considered under Part 2.

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

(h) Insurance.

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

(i) Clerk's gratuity.

Members noted the Council had previously agreed the following transfer:

2012/13.

$8.66\text{hrs pw} \times 11.549 \text{ pr hr} \times 52 \times 3.75\% = \text{£}195.03$

2013/14

$8.66\text{hrs pw} \times 11.665 \text{ pr hr} \times 52 \times 3.75\% = \text{£}196.99$ (total £392.02)

For 2014/15 the transfer had been calculated as:

April - December 2014 $11.665 \times 8.66 \times 39 = \text{£}3939.74$

January - March 2015 $11.922 \times 8.66 \times 13 = \text{£}1342.18$
£5281.92

$3.75\% = \text{£}198.07$

Total transfer £590.09

Proposed by Cllr Roberts, seconded by Cllr Ringstead and agreed.

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. Further to the correspondence from Mr Tony Fisher, Killearn House, Church Lane as to the verge at the junction of Wicker Lane and School Lane, which had been referred to the supervisor, there was nothing further to report at this stage.

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.

The Council noted overgrowth from the school boundary was again obstructing the footway providing access to the school at the rear of Orchard Croft. Members expressed concern at the condition of the path during the summer and it was agreed a further meeting should be sought with the borough council to resolve the issue on a definitive basis. **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 had been pursued but no response had been received.

Cllr Paterson informed the dog bin on Hare Lane did not have a handle.

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, which had been lying on the verge having snapped, had been removed.

(q) Replacement trees, Scottish Power. The suggestion by Cllr Hughes re 2 no cherry, 2 no flowering crab trees and 1 no almond tree being planted in the bank to the rear of the parish car park had been actioned by the Clerk.

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

12 Cheshire Association of Local Councils.

(a) Chester Area Meeting. Further to it being noted the final meeting in the current quadrennial had taken place on Wednesday 4 March 2015 and to the Clerk previously informing 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) Audit and Finance Update. This had been referred to the Audit Group.

13 Cheshire West and Chester Council.

(a) Community governance reviews.

15/16 064

(i) Guilden Sutton. Members noted the Clerk had been in contact with Cllr P Hall, Great Boughton ward, to provide an update as the borough council has yet to realign the parish and ward boundaries.

(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.

(b) Members budgets applications. (Speed activated indicators, 2 no Bracket lights, Defibrillator.) The Clerk reported he had met Sarah Dobbins, Rural Localities Officer, Cheshire West and Chester Council, to discuss progress with Member Budget grant funded schemes.

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

(d) Members budgets applications: 1 no speed activated device, 1 no defibrillator. There was nothing further to report at this stage to that previously minuted.

(e) Community resilience. Cllr Paterson reported further.

(f) 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.**

14 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. The Clerk informed that Sarah Dobbins, Rural Localities Officer, Cheshire West and Chester Council was in a position to advise on procurement and training.

17 Policing/Fire Service.

(i) Police and Crime Commissioner: Have Your Say On Policing survey. Details of this survey had been circulated by the Clerk.

(ii) Revised policing arrangements. Rural Inspector's Monthly Newsletter July 2015. This newsletter giving details of revised policing arrangements from 6 July 2015 had been circulated by the Clerk..

(iii) WOW Awards. Members noted the following from the Cheshire Constabulary.

Cheshire Constabulary is going public with their appreciation of the work officers and staff do , with the introduction of the WOW! Awards.

WOW! Gives the public and staff the opportunity to nominate the men and women who face adversity in the work they do on a daily basis, who are often faced with defusing violent situations or are involved in complex and often sensitive investigations ensuring offenders are brought to justice.

You can nominate for outstanding work, this could be by Call Handlers, CSI, or local Police Community Support Officers. Anyone who you believe has gone above and beyond what is expected of them to deliver a service we can all be proud of.

If you'd like to nominate someone for a WOW! Award visit the www.cheshire.police.uk

(iv) Meeting With Parish & Town Council Representatives. Members noted the following from the Police and Crime Commissioner.

Dear Chairman

Meeting With Parish & Town Council Representatives

15/16 065

I would like to invite you to a meeting of Parish & Town Council representatives from across Cheshire West & Chester to be held on Thursday 30 July 2015 at 6.30pm in the Edna Rose Room, Tarvin Community Centre, Meadow Close, Off Crossfields, Tarvin, Chester, CH3 8LY.

As you will be aware I am fully committed to working with partners in order to improve community safety and I welcome the views of Parish & Town Councils on these matters.

I hope you are able to attend or if not please send a representative to the meeting. To assist in making the necessary arrangements, please would you advise Lesley Booth, either by email lesley.booth@cheshire.pnn.police.uk or by 'phone 01606 364103, who will be attending from your Council.

I attach for your information a copy of the issues raised and actions undertaken from the last meeting.

I look forward to meeting you and continuing to develop a good understanding of each other's views and a positive working relationship.

*Yours sincerely
John Dwyer
Police & Crime Commissioner*

Member wishing to attend would advise the Clerk.

(v Crime. There were no action items to report.

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

(vii) 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.**

18 Newsletter. There was nothing further to report at this stage.

19 War Memorial.

(i) 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.

Further to the Clerk referring to the overgrown state of the garden, an estimate had been sought from Northwich Town Council. **Action: The Clerk.**

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

21 Parish IT.

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

(ii) 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.

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

22 Primary School. Cllr Hughes reported further.

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.

(i) Film group. It was noted a showing had taken place on 6 June 2015. The next showing would take place on 17 October 2015.

(ii) 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, it was noted that in future the payment should be made through Guilden Sutton Community Association with the first such payment of £100 to cover 2014 and 2015 to be made in December 2015.

(iii) 200th anniversary of the rebuild of St John's Church, 21 June 2015. The request for support had proceeded through collective individual donations by Members and the Clerk. The anniversary had been marked successfully.

(iv) Guilden Sutton Fete. Members considered an application by the fete for a grant of £250 towards the estimated cost of £7,000. It was proposed by Cllr Moulton, seconded by Cllr Brown and agreed that the application should be approved. Cllr Fisher expressed the view the Council's contribution should be acknowledged with those of other sponsors.

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 further.

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.

Garden fires. Cllr Fisher referred to a historic reduction in the number of garden fires within the parish.

Cycle path, Green Lane South. Cllr Moulton expressed the view this path was not fit for purpose due to overgrowth and the condition of the surface.

Condition of social housing property. Cllr Davis informed action was to be taken by the housing association.

Boundary changes. Cllr Paterson informed that following the boundary changes a Littleton sign was now within Guilden Sutton.

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 Further to the Clerk reporting 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 and to the Auditor querying whether or not payment was still necessary, the applicant had confirmed payment would still be appreciated and this had been progressed.

33 Leisure Services: Inspection charges. The Clerk informed of the charges raised by the previous (PIMS) and present (NTC) inspectors with the change being favourable to the Council. It was noted the present inspector's charges would become public information in due course.

The change involved reduced charges during the seven month growing season when the inspector would be on site and higher charges for the remaining five months which would necessitate special visits.

34 Clerk's gratuity

The Clerk informed the external auditor had drawn attention to the Council building up reserves for an employee gratuity fund and to this provision having been repealed from 16 January 2012. The Council was recommended that before any payment was made it must seek legal advice in respect of any contractual obligations which it felt it may have to fulfil as these may have been made void.

It was noted that at its meeting on 9 January 2012 the Council had minuted as follows:

Terms and conditions. Repeal of discretionary payments regulations. The Clerk reported the receipt of further advice from the Cheshire Association of Local Councils with respect to the repeal of these regulations on Monday 16 January 2012. After that date the Council would have no discretion to award a gratuity in lieu of pension to a retiring Clerk. Ministers were minded, however, that any contractual arrangement involving a gratuity should be met. The Clerk informed the Council at a meeting on 20 June 2005 had agreed to open a deposit account to provide funding for a gratuity, initially with a sum of £2,000 in lieu of contributions which would have been made from 1 April 1982 to 31 March 2005. The equivalent of 3.75% of current salary would be made each future year. The bank had been instructed to open such an account by letter dated 9 May 2006 and the Clerk had confirmed at a meeting of the Council on 17 July 2006 that the account had been opened. Subsequent annual deposits had been made. It was proposed by Cllr D Hughes, seconded by Cllr Fisher and agreed that (i) the Council confirms its intention the payment of a gratuity to the Clerk should be a contractual obligation and that (ii) the outstanding payments of 3.75% of salary for 2010/11 and 2011/12 should be transferred forthwith.

Following the auditor's comments, advice had been sought from the Chief Officer of the Cheshire Association of Local Councils who had drawn attention to a legal note issued by the National Association of Local Councils which stated: "The effect of the 2011 Regulations is that after 15 January 2012, councils will no longer have the discretion to pay a retirement gratuity. However, the Government's view (with which NALC is in agreement) is that local councils may still fulfil any extant contractual obligations which relate to the payment of gratuities."

Members took the view this would suffice to meet the external auditor's recommendation.

The meeting concluded at 2127.

Date of next meeting: Monday 7 September 2015