

Guiden Sutton Parish Council**Minutes of the meeting held Wednesday 7th December 2016 at 7.30pm**

Chairman: Cllr A Davis

Present: Cllr I Brown, Cllr D Fisher, Cllr D Hughes, Cllr W Moulton, Cllr P Paterson, Cllr S Ringstead, Cllr M Roberts.

Clerk: Mrs K Lowe

In attendance: One member of the public.

1. PROCEDURAL MATTERS

- a. No apologies were received
- b. Declarations of Interest

There were no new declarations of interest made and no dispensations sought.

- c. Cllr Hughes stated that he had not offered to assist with displaying notices on the noticeboard, the Clerk amended the minutes in writing for the Chair to sign. It was thereafter RESOLVED unanimously to accept the minutes of the meeting held on 2nd December 2016 as a true and accurate record of the meeting. The Chairman signed the minutes of the meeting.
- d. Dates of future meetings. The Clerk has circulated a list of proposed meeting dates for 2017 as follows:

Wednesday 4th January

Wednesday 1st February

Wednesday 1st March

Wednesday 12th April

Wednesday 3rd May

Wednesday 7th June

Wednesday 12th July

Wednesday 6th September

Wednesday 4th October

Wednesday 1st November

Wednesday 6th December

- e. Late information report. The late information report was received and noted

2. COMMUNITY ENGAGEMENT

- a. Visiting Officers – None were in attendance
- b. Visiting Members – None were in attendance
- c. Members of the public speaking time

There were no members of the public who wished to raise anything at this point, Mr Brian Lewin in attendance specifically to feedback regarding the village website.

d. Noticeboard

There was a request made that old information be removed from the noticeboards.

e. Website

Mr Brian Lewin who manages the village website updated the Parish Council that the website has now been moved to the ZEN hosting service. The cost of this is £4.79 per month. Mr Lewin will submit details to the Clerk quarterly for re-imburement of these costs and will advise accordingly should there be any changes.

Transfer of the domain name ownership was discussed, there is no immediate rush to do this as it does not expire until 2018.

It was agreed to discuss the website at the next meeting and include an item on the Transparency Code which is interlinked with what the Parish Council publish online.

f. Feedback from local surgery 3rd December

Mr Etherton asked for information about new houses and the village hall extension.

3. PLANNING

a. New/recent applications

- i. 16/03048/OUT | Construction of two dwellings. | Land At Belle Vue Lane
Guilden Sutton Chester

Comments were received from the Parish Council by the Planning Department on 17th November objecting to the revised application and it is now awaiting a decision.

- ii. 16/05273/FUL | Two storey rear extension | Roseleigh, Hare Lane, Guilden
Sutton

Cllrs Davis and Fisher will visit the applicant and feedback their comments on the application.

b. New Planning Decisions

No new planning decisions had been received by the Clerk. The Clerk noted that Cheshire West and Chester had been advised about the handover from Mr Norbury to Mrs Lowe but that planning information had been received by Mr Norbury in the last week and Cllrs are advised it may take a short time for the change of contact details to filter through the CWAC departments.

c. Section 106 monies

Two new ideas for the use of Section 106 monies were put forward. One was to create a nature area from an unused strip of land and the other was related to possible flood defence.

Cllr Hughes reported that he had spoken informally to the school who may be willing to consider selling a small section of land for an extension to the playground.

ACTION: Clerk to write to the Chair of Governors on behalf of the Parish Council to formalise this discussion.

ACTION: Clerk to contact Cllr S Parker to ascertain what process the Parish Council needs to follow in order to apply for the money allocated to Guilden Sutton.

d. Neighbourhood Plan

There was no new information to report as the meeting scheduled for November had to be cancelled. The next meeting is Monday 12th December.

e. New building / Affordable housing

There was no new information to report.

4. TRAINING.

The Clerk had previously circulated information about a Planning Forum taking place on 30th January 2017.

Cllrs Paterson and Ringstead would like to attend this event.

ACTION: Clerk to notify ChALC about attendees from Guilden Sutton Parish Council.

5. PARISH CAR PARK

The Cherry trees have now been planted, they will need to be watered during dry spells. Cllr Hughes thanked the Chair for his hard work in planting the trees

6. LEISURE SERVICES

- a. Children's Playing field. There was no new information to report.
- b. Children's Play Area.

ACTION: Clerk to clarify the quote for fixing the playground gate, if it is the region of £250, Cllrs wish to proceed.

- c. Footpaths / Footways.

The guttering in Oaklands is blocked with leaves and needs cleaning

ACTION – Clerk to contact Streetscene.

The paving slabs near the shop are wobbly,

ACTION – Clerk to check with Mr Norbury about safety of the steps.

- d. Grounds Maintenance – Cllr Paterson has chopped the Willow branches hanging over the path outside The Rectory.
- e. Mobile Library – Mrs Sue Davis has managed to get an extra stop at Hare Lane on the mobile library route. The council wishes to express thanks for the work done to promote the mobile library and for liaising with CWaC about this.

ACTION – Clerk to write to Mrs Davis and to also thank her for work in organising the poppy wreath on behalf of the Parish Council.

7. PUBLIC TRANSPORT.

Discussions are ongoing with Mr Prince around bus services for residents at Summerfield House.

8. HIGHWAYS

- a. SID Group – Cllr Moulton reported that the SID group structure would alter slightly when it re-starts in the spring. Cllr Moulton wanted to reassure the Parish Council that they would still be in control and responsible for the use of the SID in the village and that he would continue to audit and arrange rotas as well as keeping full responsibility for the data, Mr Roy Stewart would be offering support taking delivery of the SID and making arrangements for it to be deployed.
- b. Reduced speed limits – A letter was noted from Alston Simcock, a volunteer at Chester RUFC requesting support for a reduced speed limit on Hare Lane.

ACTION – Clerk to reply to say that speed limits in the village are being considered, the council would support the installation of triangular hazard signs ‘children crossing’ near to the rugby club. Letter to also request that the rugby club consider any action they can take, e.g. improving visibility at the entrance/exit.

- c. Planters – The Council wishes to congratulate Mr Stewart for the work he has done on Guilden Sutton Lane.
- d. Verges – There was no new information to report
- e. School Parking – The council have been considering high visibility jackets for a while to assist with things such as the SID work, school parking notices and other projects in the village that the Parish Council are involved with.

It was **RESOLVED** unanimously to purchase 8 XL size high visibility vests with ‘Guilden Sutton Parish Council’ on the back.

ACTION – Clerk to look into ordering these items.

- f. Diversions – No new information to report
- g. Lighting - No new information to report

9. FINANCE

The Clerk reported that she had spoken to The Co-operative branch and had been advised that any changes to the address on the account had to be done by two signatories who should present to a branch with photographic identification. This is due to the status of the account being dual signatory and no changes can be made without dual authentication. Cllrs Brown and Paterson offered to visit the branch to authorise the change of address to the new clerk. Mrs Lowe passed on written details of the account number, sort code and her home address.

- a. Income - £2.02 Bank interest
- b. Payments
 - i. Playing Field Rent (Mrs Blythe) £160.00
 - ii. Clerk (1st Oct – 31st Dec) £949.37 (net)
 - iii. F Morrey and son (Cherry trees) £133.25
 - iv. Upton British Legion £17

- v. P.M.Paterson (Pink dog spray) £25.97
c. Balances

The most recent statement for account number 65226696 gave a closing balance of £32933.59. This was checked by Cllr Hughes.

Cllr Hughes proposed the acceptance of the receipts, payments and balances, this was seconded by Cllr Ringstead.

It was **RESOLVED** unanimously to accept the financial information and authorise the payments made or pending.

Cllr Hughes requested that the most recent bank statement be brought by the Clerk to each Parish Council meeting. Cllr Hughes queried changing the date of the bank statement to give the council the most up to date picture of financial standing at the monthly meeting. The Clerk stated that she would prefer the statement to be dated month end to help with accounting purposes and avoid any delay waiting for year end transactions to complete the audit paperwork. Cllr Hughes asked whether an interim statement could be requested. Cllrs Brown and Paterson will ask at the branch if there are any charges associated with additional statements and feedback.

- d. Grant Applications

Two completed grant applications have been received by the Clerk and each was considered in turn.

1. Guilden Sutton pre-school

The Parish Council felt that the pre-school grant application was not sufficiently specific to a project or detailed enough to approve the full amount applied for of £1500. The Parish Council were however, very keen to express support for the work of the pre-school and the desirability of maintaining a pre-school as a village service. It was felt that the Parish Council could not support ongoing day to day operating costs as this is not sustainable but the Parish Council acknowledge there is a new team in place at the pre-school and they wish to support the ongoing work to make the pre-school viable. It was therefore agreed that the Parish Council could offer a £500 grant to the pre-school at this stage as a gesture of their support and would be willing to consider a further grant should a specific project or detailed cost breakdown be provided.

2. Guilden Sutton PCC – The Church Hall

The Parish Council felt that the Church Hall project was something that they wanted to support as the building is of potential benefit to the whole village. The PCC at St John's have attracted grants and investment from many different sources and the Parish Council were satisfied that they had received full costings and details of the project. It was agreed to approve the full amount of £2000.

It was **RESOLVED** unanimously to approve grants of £500 for Guilden Sutton pre-school and £2000 for St John's PCC for works on the Church Hall.

ACTION – Clerk to write to both applicants to advise.

e. Budget 2017-18

The Clerk had circulated a draft budget to Councillors prior to the meeting, this was discussed in the light of the two new grant applications approved.

ACTION – Clerk to circulate updated budget with numbers discussed for Councillors to consider in preparation for setting the Precept at the January meeting. (Draft attached to minutes)

10. ENVIRONMENT

- a. Bulb Planting - There was no new information to report.
- b. Streetscene – There was no new information to report.
- c. Dog fouling – Cllr Paterson has purchased the pink spray and has started to spray in the areas that are worst affected.

11. TREES AND HEDGES

- a. Cllr Brown had received a phone call from an Oaklands resident in relation to a tree at The Vetches. The Parish Council are waiting for a tree report from Mr Murray

12. CWAC and other organisations

- a. ChALC/NALC - There was no new information to report.
- b. CPRE – There was no new information to report
- c. Defibrillator – The postcode needs to be posted to the defibrillator CH3 7SW. The possibility of having a defibrillator based at the Church Hall was discussed.
ACTION – Clerk to write to the PCC Chairman to ask the view of the PCC, it would need to be on the outside of the building and have access to a power supply.
- d. Police and Fire – The Police Crime Commissioner is running an open session on 18th January at Tarvin Community Centre, Cllrs Davis, Hughes and Moulton expressed an interest in attending.

13. GILDEN SUTTON PRIMARY SCHOOL

Cllr Hughes reported that a Christmas Fete would be held on 8th December between 3.30 and 5pm. Cakes, toys etc would be available to buy and the school would appreciate any support.

14. COMMUNITY EVENTS

The next Cinema Club event is on 4th February when 'Trolls' will be showing.

There would be a village quiz on 4th March, Cllr Ringstead expressed thanks to Cllr Davis for volunteering to do the PA.

15. VILLAGE HALL MANAGEMENT COMMITTEE

There was no new information to report.

16. MEMBERS INFORMATION AND SPEAKING TIME

Cllr Paterson explained she had seen a consultation on Special Expenses.

ACTION – Clerk to investigate.

Cllr Paterson raised two village issues

1. The pond on Belle Vue Lane has two caravans sited nearby, it could perhaps be related to the sub-station.
2. The Farm at Pipers Ash has a lot of rubbish in the yard and this is not all Agricultural rubbish.

Cllr Paterson will forward details of each of these to the Clerk who will see if there is any follow up action to be taken.

Cllr Hughes requested that Parish Council minutes be circulated in draft in the middle of the month and not with the agenda.

The meeting closed at 9.55pm

Next Meeting Wednesday 5th January 2017 at 7.30pm