

Guilden Sutton Parish Council**Annual Parish Council Meeting****Minutes of the meeting held Wednesday 3rd May 2017 at 7.30pm**

Chairman: Cllr S Ringstead

Present: Cllr I Brown, Cllr D Fisher, Cllr D Hughes.

Clerk: Mrs K Lowe

In attendance: 2 members of the public.

Election of the Chairman and Vice-Chair for the year ahead

Cllr Hughes proposed Cllr S Ringstead as the Chairperson for the year ahead, this was seconded by Cllr Fisher.

It was RESOLVED unanimously to elect Cllr Ringstead to the Chair and she signed the acceptance of office as Chairman witnessed by the Clerk.

Cllr Hughes proposed Cllr Brown as Vice-Chair for the year ahead, this was seconded by Cllr Fisher.

It was RESOLVED unanimously to elect Cllr Brown as Vice Chair for the year ahead. Cllr Brown signed the acceptance of office witnessed by the Clerk.

Cllr Hughes congratulated the new Chair and Vice Chair and thanked Cllr Davis for all the hard work he had done in the previous year as Chairman, he was a very good Chair.

1. PROCEDURAL MATTERS

- a. Apologies from Cllr Davis (family) Cllr Moulton (holiday) Cllr Paterson (holiday) Cllr Roberts (work commitments)
- b. Cllr Ringstead declared an interest in the noticeboard item because she has sourced a quote from her brother in law for a new board.
- c. It was RESOLVED unanimously to accept the minutes of the meeting held on 12th April 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 previously circulated a list of proposed meeting dates for 2017 as follows:

Wednesday 7th June

Wednesday 12th July

Wednesday 6th September

Wednesday 4th October

Wednesday 1st November

Wednesday 6th December

- e. There was nothing to update about Pipers Ash
- f. It was agreed to discuss the Standing Orders at a future meeting when more members were present.

2. COMMUNITY ENGAGEMENT

- a. Visiting Officers – The police had given an update and an introduction to Operation Shield at the Annual Parish Meeting earlier.
- b. Visiting Members – Cllr S Parker explained that things were quieter than usual due to the forthcoming General Election. He is keen to see the six Parish Councils in the Chester Villages ward working together to tackle speeding and raised the question of Guilden Sutton Parish Council contributing to the cost of a shared speed gun device. Cllr Parker also asked the council to consider the papers on the Boundary Review and make representation. Finally the Storyhouse theatre/cinema opens on 11th May and he recommends a visit.
- c. Members of the public speaking time

The public speaking session had been held as part of the Annual Parish meeting and the following questions were raised:

Having heard about Operation Shield what will the Parish Council now do about it?

Since the last Parish Council elections there have been boundary changes, what are the Parish Council doing to ensure that all residents are represented? Should the number of councillors increase by the same percentage as the number of residents?

d. Noticeboard

Cllr Ringstead had obtained a quote but it was agreed to leave discussion of the noticeboard to the next meeting when more members were present.

e. Website

Work is taking place to allow the Clerk to access essential Parish Council information. Mr Lewin will continue to manage and update the website, the Clerk's access is to provide a backup should there be an occasion where Mr Lewin cannot update key Parish Council information.

f. Report from Local Surgery

No new matters had been raised at the surgery.

The next surgery will take place on Saturday 3rd June.

- g. Boundary Review – The Clerk had previously circulated papers on the Boundary Review for Cheshire West and Chester wards. Members were keen that the rural villages were kept together with areas sharing similar characteristics. They were also keen to remain as a two member ward to ensure that the village is appropriately represented and felt that it would be very difficult for one member to cover the rural villages by themselves.

ACTION – Clerk to write to the Boundary Commission expressing the views of members.

3. PLANNING

a. New/recent applications

The Clerk had circulated the latest planning register.

17/01293/FUL 2 Green Lane Pipers Ash Chester Cheshire CH3 7EQ, Single storey rear extensions

Cllr Brown and Cllr Hughes will visit and submit comments to the Clerk

b. New Planning Decisions

None

c. Section 106 monies

Cllr Hughes and Davis had visited the school to measure the land for extending the playground. Cllr Hughes had spoken to Adele Hault at Church House on 21st April to enquire about ownership of the land. It had been confirmed on 27th April that the land did belong to the school and that the Diocesan Board of Education is the trustee. Church House would wish to use a solicitor in London with specific knowledge of law relating to this kind of transaction. The Diocesan Board of Education would need to approve any sale but Cllr Hughes was under the impression this would not be a problem if the school agree and all costs are covered by the Parish Council. The Land Registry number is 365901. Adele is willing to explore the costs of the solicitor if the PC agree and confirm which piece of land they would be looking to buy according to plans supplied to Cllr Hughes.

It was agreed to get costs for the purchase of 36m length, Cllr Hughes will pursue and report back to the next meeting.

ACTION Cllr Hughes to provide the plans to the Clerk for her records and to attach with minutes

Cllr Paterson has been working to develop the idea of a nature trail and will report back at the next meeting.

d. Neighbourhood Plan

A meeting took place on 24th April and progress is being made on housing policies.

e. New building / Affordable housing

There was no new information to update.

4. TRAINING.

There was no new information to update.

5. PARISH CAR PARK

There was no new information to update.

6. LEISURE SERVICES

a. Grass cutting

There was no new information to update.

b. Children's Play Area.

The Clerk had circulated a quote to fix the playground gate. It was RESOLVED unanimously to accept the quote from Northwich Town Council to fix the Playground Gate at a cost of £390+VAT.

c. Footpaths / Footways.

There was no new information to report.

d. Grounds Maintenance

There was no new information to update.

e. Mobile Library – The mobile library returns on 8th May.

7. PUBLIC TRANSPORT.

Cllr Ringstead continues to seek a meeting with a representative from Archway Homes but this is proving difficult to achieve.

8. HIGHWAYS

a. SID Group –The SID group have resumed, it would be good to have some more members.

b. Reduced speed limits – No new information to report.

c. Planters –The planters are looking good as the new bulbs come through.

d. Verges – No New information to report.

e. School Parking – Cllr Hughes has been in touch with the PCSO via PC Boulton who is currently working with the school on issues related to school parking. At present the school children are designing warning notices for people who park badly and the PCSO will work with the children to issue the notices.

f. Diversions – No new information to report.

g. Lighting – No new information to report.

9. FINANCE

a. Income – No income had been received

b. Payments

No new payments were authorised

c. Balances

Cllr Hughes had undertaken a check of the accounts prior to the Annual Return process. He made the following comments

The purchase of an ipad had been made in dollars and it would have been helpful to have the conversion rate.

The new Clerk does not photocopy all cheques but he does not consider this a problem

Everything else was fine

It was suggested that Cllr Hughes reviews the accounts at the following times:

Q1 – After the July meeting

Q2 – After the October meeting

Q3 – After the January meeting

Q4 will be covered by internal audit anyway and the Clerk needs the paperwork to complete the Annual Return.

10. ENVIRONMENT

- a. Bulb Planting – Cllr Fisher asked whether the Parish Council intends to plan bulb planting as they have done in the past. It was agreed to discuss this at the next meeting
- b. Streetscene – No new information to report.
- c. Dog fouling – No new information to report.

11. TREES AND HEDGES

- a. The Clerk will attempt to contact either Mr Murray or Tim Williams at CWaC regarding the tree issues in the village and copy in Cllr S Parker.

12. CWAC and other organisations

- a. ChALC/NALC – No new information to report
- b. CPRE – There was no new information to report
- c. Defibrillator – The Clerk had provided information to Cllr Hughes about the defibrillator and the school had been pleased to receive this information.
- d. Police and Fire – The Police had been in attendance at the annual Parish Meeting and had given an update about local policing and Operation Shield
- e. Adoption of Phone Box – The Clerk was asked to check with CWaC the status of the phone box adoption. The phone box has been vandalised and this will be reported to BT.

13. GUILDEN SUTTON PRIMARY SCHOOL

Cllr Hughes reported that SATs exams start in the next week. Cllr Hughes visited the school recently and met a students from the Isle of Man who had chosen to come to Guilden Sutton after the school was recommended to her by a previous student.

14. COMMUNITY EVENTS

The next cinema club would be September/October time, date to be confirmed.

The Village Fete will take place on 8th July

15. VILLAGE HALL MANAGEMENT COMMITTEE

Wifi has now been installed at the Village Hall to support the pre-school. The AGM will take place on 22nd May.

16. MEMBERS INFORMATION AND SPEAKING TIME

Cllr Fisher reported that his house is on the market and he is hoping to move, he will keep the Parish Council updated but this may create a vacancy

Cllr Ringstead gave a vote of thanks to the outgoing Chairman and said that she hopes to continue in the same vain as Chair.

The meeting closed at 9.10pm

Next Meeting Wednesday 7th June 2017 starting at 7.30pm