

**Guilden Sutton Parish Council****Minutes of the meeting held Wednesday 2<sup>nd</sup> May 2018 at 7.30pm****Annual Parish Council Meeting**

Chairman: Cllr S Ringstead/Cllr I Brown

Present: Cllrs Davis, Hughes, Moulton, Paterson.

Clerk: Mrs K Lowe

In attendance: 3 members of the public.

Councillor Ringstead opened the meeting as the Chair preceding the election of Chair and Vice-Chair for the year ahead.

**1. PROCEDURAL MATTERS**

- a. It was proposed by Cllr Hughes to nominate Cllr I Brown as the Chairman for the year ahead, this was seconded by Cllr Ringstead. RESOLVED unanimously. Cllr Brown accepted the role and took the Chair for the rest of the meeting. It was proposed by Cllr Paterson that Cllr Moulton be nominated as Vice-Chair, this was seconded by Cllr Davis. RESOLVED unanimously. Cllr Moulton accepted the role of vice-chair.
- b. Apologies from Cllr Roberts due to work commitments were received and accepted. Apologies from PC Boulton and the newly appointed PCSO were also received.
- c. Cllr Brown declared an interest in planning application at 3 The Dell because she is a next door neighbour.
- d. It was proposed by Cllr Ringstead and seconded by Cllr Paterson to accept the minutes of the previous meeting. RESOLVED unanimously to accept the minutes of the meeting held on 7<sup>th</sup> April as a true and accurate record of the meeting. The Chairman signed the minutes of the meeting.
- e. Dates of future meetings. The Clerk has circulated a list of proposed meeting dates for 2018 as follows:

Wednesday 6<sup>th</sup> June, Wednesday 11<sup>th</sup> July, Wednesday 5<sup>th</sup> September, Wednesday 3<sup>rd</sup> October, Wednesday 7<sup>th</sup> November, Wednesday 5<sup>th</sup> December.

- f. The Clerk had circulated the details of an individual ready to be co-opted onto the Parish Council. Members were pleased to receive the details but did not feel able to move to co-opt the new member as some existing members had not met the individual. It was suggested that the interested party be invited to the next Parish Council meeting with a view to staying on for the meeting. The Clerk will agenda the co-option item at the beginning of the agenda.

**2. COMMUNITY ENGAGEMENT**

- a. Visiting Officers – PC Boulton was not in attendance at the meeting. Mr Lewin discussed putting stone chippings on the footpath at Green Lane, members felt this would need a risk assessment and would like a quote for materials.

- b. Visiting Members – Cllr S Parker reported that some of the councils business was on hold due to the by-election taking place. He encouraged members and local residents to continue to report pot holes using the online system. Cllr Parker also reminded the members that there is an amount of members budget which he can use to support projects in the Chester Villages ward.
- c. Members of the public speaking time – No members of the public wished to speak at this this stage of the meeting.
- d. Newsletter – The Clerk has booked a double page in the next edition of Vicars Cross (and Guilden Sutton) Voice. Topics for inclusion are:
  - i. No permitted development on the Oaklands estate
  - ii. Dog fouling
  - iii. Reporting pot holes
  - iv. Operation Shield
  - v. Use of speed gun and request for new volunteers
  - vi. Mobile library
- e. Local surgery – The local surgery had taken place with Cllr Davis and Cllr Ringstead the following issues were raised.
  - i. The litter bin on Guilden Sutton Lane has disappeared.
  - ii. A local resident reported post going to the wrong address
  - iii. Speeding through the village

The next surgery will take place on Saturday 2<sup>nd</sup> June 18. Cllr Davis and Paterson will attend.

3. PLANNING

a. New/recent applications

18/01590/FUL 3 The Dell. Cllr Brown had declared an interest in this application and left the room. Cllr Paterson explained that she had visited the site and discussed with the applicant when the original planning application was submitted in September 2017. The site was re-visited on 1<sup>st</sup> May but members did not feel the application had significantly changed.

It was RESOLVED unanimously to OBJECT to the application.

New applications at 18/01244/FUL, 10 Cinder Lane and 18/01474/FUL, 34 Arrowcroft Road were discussed, there were no objections to either of these applications.

b. New Planning Decisions

|              |   |  |               |         |
|--------------|---|--|---------------|---------|
| 18/00438/FUL | Heather Cottage, Wicker Lane, Guilden Sutton. |  | No objections | Refusal |
|--------------|---|--|---------------|---------|

- c. Bird in Hand – The clerk read an email from Mike Allard, Planning enforcement who had reviewed the photos of development works at the Bird in Hand and suggested there may be a case for enforcement action. The email stated that the department would open a case with the Parish Council as complainant if GSPC wished to pursue

the matter. There followed some discussion about why the Parish Council was being asked to act as complainant as this is not something that has happened before and members felt that bringing the matter to the attention of the planning department should be sufficient. Cllr Parker suggested asking planning when an officer would be able to visit the site. ACTION – Clerk to contact Mike Allard at planning to raise members concerns.

- d. Section 106 monies – Cllr Brown and Cllr Hughes have been working on cost assessments for a potential project and will report back to the next meeting.
- e. Neighbourhood Plan – The next meeting takes place Tuesday 22<sup>nd</sup> May at the Village Hall.

#### 4. TRAINING.

The Clerk reported she wished to attend a GDPR training course should an appropriate course become available, the council approved the Clerk being authorised to book onto an appropriate course action be needed in between meetings.

The Clerk will forward details of ChALC Chairman training dates to new Chair Cllr I Brown.

#### 5. PARISH CAR PARK

It was reported that there was leaf debris and overhanging branches obstructing the Parish Car Park. The Clerk will contact Northwich Town Council to enquire about the cost of cleaning.

It was noted that repairs have now been completed to the sandstone wall fronting the car park.

#### 6. LEISURE SERVICES

- a. Grass cutting

Grass cutting has begun but very wet conditions have meant some areas cannot be fully accessed with the equipment.

- b. Playing Field

There was no new information to report.

- c. Footpaths / Footways

Members agreed that the road sweeper and footpath mechanical brush was needed for a village sweep due to the amount of leaf and general debris. The Clerk will investigate with CWaC.

- d. Mobile Library – The mobile library is next in the village on 21<sup>st</sup> May and 11<sup>th</sup> June. All members and residents are encouraged to borrow a book.

#### 7. PUBLIC TRANSPORT.

There have been changes to the number 9 bus. Cllr Moulton will make enquires.

#### 8. HIGHWAYS

- a. SID Group – There were not enough volunteers to deploy the speed gun. Cllr Moulton has therefore booked the SID device for the end of May.
- b. Standing Consideration of Highways matters – Pot holes on Wicker Lane continue to be a problem.

## 9. FINANCE

- a. Income – The Clerk confirmed receipt of £655 from the Transparency Code grant funding for the purchase of a laptop, printer/scanner and appropriate software.

- b. Payments

The Clerk had received a request from Mr Norbury for shredding costs amounting to £45, this had been discussed and agreed with the Chair and Vice-Chair in between the meeting. RESOLVED unanimously to approve £45 shredding costs.

The following payments were approved:

N Rowland Sandstone repairs £385

Mrs P Blythe £160

Clerk Pay May £329.60

Q4 pay Lengthsman £156

ChALC Membership £455.40

Clerk expenses £29.64

- c. The bank statement was checked and signed.

It was proposed by Cllr Davis and seconded by Cllr Hughes to accept the financial information and approve the payments put forward. RESOLVED unanimously.

## 10. ENVIRONMENT

- a. Streetscene – There was no new information to report.
- b. Dog fouling – Continues to be a problem in the village, there will be a piece in the next newsletter asking residents to take appropriate action.
- c. Trees and hedges, planters and bulbs – The planters are looking very nice.

## 11. CWAC and other organisations

- a. CWAC correspondence – There was no new information to report.
- b. ChALC/NALC – The Clerk had circulated the GDPR guidance to members in advance of the meeting.
- c. CPRE – No new information to report.

- d. Defibrillator – Mr Norbury has confirmed he makes visual checks to the defibrillator and would be willing to complete the record of this if it were not too onerous.
- e. Police and Fire – There is a meeting with the Police and Crime Commissioner on Tuesday 8<sup>th</sup> May. Cllr Hughes and Moulton hope to attend.

## 12. GDPR

The Clerk is working through the recommendations for GDPR from ChALC and will put together a data audit of the types of information held by the council so that agreement can be reached on how to secure the data. The model privacy notice will be adopted and published on the website. Costs for computer equipment will be sourced in advance of the next meeting.

## 13. GILDEN SUTTON PRIMARY SCHOOL

The school are building a covered outdoor area for Year 1 with some new play equipment. They are also extending the Year 5 / 6 classrooms to take additional numbers.

## 14. COMMUNITY EVENTS

The Village Fete will take place 14<sup>th</sup> July

Battle's Over 11<sup>th</sup> November.

There have been two discos held in the village hall, each one has raised over £350 for charity.

## 15. VILLAGE HALL MANAGEMENT COMMITTEE

The pre-school OfSTED report highlighted the need for more outside play opportunities. A parent who is a landscape gardener has completed work to create a nice play area that the pre-school can use.

## 16. MEMBERS INFORMATION AND SPEAKING TIME

Cllr Davis raised concerns about a property that is causing a nuisance for neighbours. Cllr Davis will provide the clerk with further information.

Cllr Brown noted the hairdressers had closed and asked if anyone knew if it was being replaced.

## PART 2

Due to the confidential nature of matters to be discussed members of the public were asked to leave the meeting.

Cllr Hughes updated about the Scottish Widows bank accounts, passwords were agreed and the Clerk will now re-send the paperwork to Scottish Widows.

The meeting closed at 9.27pm

Next Parish Council Meeting will be Wednesday 6<sup>th</sup> June 2018 starting at 7.30pm