

**Guilden Sutton Parish Council**  
**Draft Minutes of the Ordinary Parish Council meeting held on Wednesday 15th**  
**July 2020 at 7.30pm via Zoom**

**PART 1**

Chairman: Cllr D Hughes(DH)

Present: Cllr P Paterson(PP), Cllr S Proctor (SP), Cllr M Littlewood(ML), Cllr S Ringstead(SR), Cllr W Moulton(WM) and Cllr D Broughton(DB).

Clerk: Mrs L Tiplady (LT)

In attendance: Cllr M Parker (Left 8.30pm), Graham Heatley( Arrived 7.51pm) and 3 members of the public.

**1 Procedural matters.**

(a) Apologies. Apologies received from Cllr I Brown and also from PCSO Linda Bailey.

(b) Declarations of interest. DH and ML declared an interest as members of the Guilden Sutton Green Space (GSGS) Group.

(c) Confirmation of the minutes of the Ordinary Parish meeting of the Council held on Wednesday 3rd June 2020. It was proposed by WB and seconded by PP and agreed that the minutes of the Ordinary meeting of the Council held on 3rd June 2020 should be approved. The minutes will be signed as soon as possible by the Chair as a true record of the meeting.

(d) Dates of future meetings.

2020

2nd September

7th October

4th November

2nd December

All meetings will be in the Village Hall at 7.30pm unless Zoom meetings are required due to social distancing regulations.

It was decided to restart the Village surgeries on the 29th August with PP and SR in attendance.

ACTION:ML and Mr Lewin to advertise surgery on Facebook and website

**2. Coronavirus**

a) Support Group.

Following a discussion with a representative from the VETS service it was proposed by PP and seconded by SR to pay £100 for the VETS system for 12 months. It was noted that face masks are available to buy from the Post Office with proceeds going to charity. ACTION:Clerk to send information about resilience plans from PP to all Councillors. Clerk to review volunteer criteria with SP. Clerk to set up VETS system.

b) Grant. Nothing to report

### **3. Community engagement/Communications:**

(a) Visiting officers.

Mr Lewin thanked all those involved in hedge cutting on the steps from Fox Cover to Church Lane. It was noted that wood chippings and other items were being fly tipped on the Dingle Path- this is private land and no rubbish should be left even green waste.

ACTION:ML to add to Facebook page. Clerk to report litter to CWAC. Clerk to write letter to residents involved in hedge cutting near Fox Cover. Clerk to speak to Tile Farm about fly tipping on their land. Cllr Parker to ask if CWAC can help clearing up fly tipping issues.

(b) Visiting Members. Cllr Parker confirmed that office based meetings at CWAC are currently not taking place and most CWAC workers are still working from home.

There is currently members budget available from Cllr Parker and Cllr Heatley. It was noted that the work will shortly commence on the A51.

(c) Public speaking time. Mrs Jessop has distributed an email today via the Clerk to all Councillors with more detailed figures about predicted expenditure for the first 5 years.

(d) Public correspondence.

A resident reported concerns about noise from quad bikes at Tile Farm. Cllr Parker has also received a complaint, this has been reported to CWAC as the track should only be used on a Wednesday.

ACTION:Clerk to contact resident advising them to make a diary of events.

A resident on Guilden Sutton Lane raised concerns about hard standing on a field on Guilden Sutton Lane. The Clerk discussed concerns with the resident but no further action will occur at the present time.

A resident was concerned about youths congregating and littering near Tile Farm.

Residents who received a hedge letter have now had hedges cut.

(e) Website. The Clerk noted that TP emails were bouncing back

(f) Communications sub-committee. Cllr Proctor is concerned that we have not communicated with the public recently. The sub-committee will meet remotely and plan and distribute their recommendations before the September meeting.

#### **4. Guilden Sutton Green Space**

(a) Solicitors. The Parish Council are still waiting for the prescriptive easement to go through. Concerns were raised on time scales. A letter has been sent to Bartletts from Jolliffes detailing outstanding concerns.

(b) Maintenance Grant

Mrs Jessop supplied the Parish Council with a 6 page document containing an overview of the project to date which was confirmed as an accurate record by all Councillors and a more detailed finance breakdown of the maintenance grant required with predicted figures for the first 5 years maintenance costs.

(c) Tree planting. Concerns were raised about the time scales relating to tree planting.

(d) Lease agreement.

Following discussions with the solicitors it was proposed by SP and seconded by WM to pay solicitors to write a lease at an approximate cost of £1000 if prescriptive easement goes through. It was noted that leases of over 7 years have to be filed with the land registry.

#### **5. Environment**

(a) StreetCare.

(i) Bins. The Clerk has been trying to get in contact with Wildings about the cigarette bins. SR reported overflowing bins in the village but this has now been rectified.

(ii) Dead birds

No further reports of dead birds have been received.

(iii) Benches

The Clerk approached 5 companies for painting quotes and 3 replied. It was proposed by ML and seconded by DB to accept the quote for £440 from Mr Pritchard.

ACTION: Clerk to arrange painting with Mr Pritchard.

(iv) Litter

Litter is an increased issue following lockdown and glass has been found on the playing field

ACTION: TP to print litter signs and put around the village including Hare Lane.

(b) Dog Fouling.

SP has asked for locations of dog fouling bins.

ACTION: TP to make a list of locations.

(c) Trees and Hedges, planters and bulbs.

ML thanked Mr Lewin for his help in removing the barbed wire by the golf course.

## 6. Planning.

(a) New/recent applications.

New planning Application

20/01785/FUL	Willow Corner Belle Vue Lane Guilden Sutton Chester Cheshire CH3 7EJ Single storey side and rear extensions. Rendering the property. Comments by 29th June 2020
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Awaiting Decision

20/01531/TPO	Firdale 1 School Lane Guilden Sutton Chester CH3 7ET 1x ash tree - to be felled. The tree is part of a hedgerow running alongside Firdale Comments by 2nd June 2020
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Decision made

No recent decisions made

Appeal

18/04703/OUT	Land At School Lane, Guilden Sutton, Chester. Outline application with some matters reserved for erection of two dwellings and associated access works. Appeal reference number:20/00041/REF
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The enforcement officer has been working with Heather Cottage on Wicker Lane to rectify concerns.

(b) Neighbourhood Plan.

Nothing to report.

## 7. Training/Events/Meetings.

Nothing to report.

## 8. Parish Car Park.

Mid Cheshire Grounds Maintenance Ltd visited the car park to provide a quote to remove a tree. It was proposed by SP and seconded by SR to pay £220 to remove the tree. The logs will be left for residents to take.

## 9. Leisure Services.

(a) Playing field. Mr Davies will repair the football nets.

(b) Play Area. DB and ML will visit the site on Friday and complete a risk assessment. New signage may be required. The relocation/reusing of the stones in a different way were discussed.

(c) Footpaths/Footways. Nothing to report

(d) Mobile Library.

This service is currently suspended due to lockdown. CWAC have confirmed they will look at the possibility of installing signs at the two stops in the near future.

## 10. Public Transport

The Clerk suggested painting the perspex in the village. This will be discussed further at the September meeting.

## 11. Highways

(a) SID Group The Clerk and her daughter and TP independently met up with PCSO Linda Bailey for speed monitoring on School Lane.

ACTION:ML and Clerk to meet with PCSO to discuss speed monitoring with local children.

(b) Standing consideration of Highways matter. We are currently unaware what impact the A51 will have on Guilden Sutton. WM will be attending a meeting with Stuart Bateman to discuss dropped kerbs in the village.

ACTION:WM to speak to Stuart BAteman about who to contact if issues with the A51 arise.

(c). Hill Top Road/Arrowcroft Road junction. Nothing to report.

## 12. Finance

(a) Income.

Sum Up	£1.96
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(b) Payments.

Lisa Tiplady (wages)	At agreed rate
Mid Cheshire Grounds Maintenance Ltd	£120
Lisa Tiplady (Zoom meeting subscription)	£14.99 (including £2.40 VAT)
Lisa Tiplady (Sum Up test transactions)	£2.00
Mel Littlewood (Coronavirus competition prize)	£23
HMRC (PAYE)	£299.40

David Norbury	At agreed rate
Brian Lewin Strimmer	£253.90
Cheshire Community Action	£50
Autela	£53.70 including £8.95 VAT
Lisa Tiplady (Book vouchers)	£328.95
Lisa Tiplady (school cards)	£27.98
Field Owner 1	£80
Field Owner 2	£80

Pre authorise for August

Lisa Tiplady (wages)	£363.52
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It was proposed by Cllr PP and seconded by Cllr SR to accept the financial information and approve the payments put forward. DH to authorise transactions.

(c) Balances / Bank statements/Payment schedule cash book.

No new statements available

### **13. CWAC and other organisations**

(a) CWAC correspondence Nothing to report

It was noted that the unauthorised encampment of 6 caravans at Chester Rugby Club, Hare Lane, Littleton has moved on..

(b) ChALC

ACTION:ML and SP to work on the motion for the ChALC AGM

(c) Defibrillators. The Clerk noted that books are still being jammed in around the defibrillator.

(d) Police and Fire services

Nothing to report.

### **14. Guilden Sutton Primary School**

The book tokens have now been delivered to the School. Mrs Evans and the children thanked the Parish Council for the gifts. Mr Davies is monitoring cars going up to the school during drop off and pick up times..

### **15. Community Events**

The Church are considering a harvest festival in October.

### **16. Village Hall Management Committee**

The Village Hall remains closed.

**17. Members information /speaking time.**

TP noted damage to the pavement on Church Lane near the bottom of the Fox Cover steps.

ACTION: Clerk to report to CWAC.

SR noted that chippings on footpath outside 46 Guilden Sutton Lane were causing issues to walkers and potentially road users. It was also noted that at the top of Porters hill there were a number of potholes.

ACTION: Clerk to write to residents of 46 Oaklands. WM to discuss pot holes with Stuart Bateman.

DB asked for an update on the planters on the Arrowcroft Rd/HillTop Road junction.

SP noted a hare was spotted on Hare Lane in Pipers Ash.

Meeting closed:21.25pm

**PART 2**

Greenspace lease length

Clerks pension

Employment policies