

**Guilden Sutton Parish Council**  
**Draft Minutes of the Ordinary Parish Council meeting held on**  
**Wednesday 3rd June 2020 at 7.30pm via Zoom**

**PART 1**

Chairman: Cllr D Hughes(DH)

Present: Cllr P Paterson(PP), Cllr I Brown(IB), 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: 3 members of the public.

The meeting commenced at 7.36pm due to SR having issues accessing Zoom.

**1 Procedural matters.**

(a) Apologies. Apologies received from PCSO Bailey and Cllr M Parker.

(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 6th May 2020. It was proposed by PP and seconded by Cllr WM and agreed that the minutes of the Ordinary meeting of the Council held on 6th May 2020 should be approved. The minutes will be signed as soon as possible by DH as a true record of the meeting.

(d) Dates of future meetings.

2020

15th July (pushed back to account for August gap)

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.

**2. Coronavirus**

- a) Support Group. LT confirmed that the support group were still arranging prescription delivery and shopping requests. The V.E.Ts system was discussed and questions raised. A Covid 19 snake has been created by the park from 160 pebbles.

ACTION :LT to prepare a press statement for the Chester Chronicle. LT to speak to Community Heartbeat Trust to discuss further.

- b) Grant. Nothing to report.

**3. Community engagement/Communications**

(a) Visiting officers. Mr Lewin confirmed that some footpaths have a lot of weeds and he has included photos of the covid 19 snake on the website.

(b) Visiting Members. No members present.

(c) Public speaking time. Sarah Jessop informed the Parish Council that a prescriptive easement application had been submitted for the land off School Lane.

(d) Public correspondence. The Clerk had received and responded to the following correspondence:

- Resident complaint about trees on Parish Car Park
- Grass verges not cut on Church Lane
- Weed and grass cutting issues on Cinder Lane
- Speeding on Guilden Sutton Lane and School Lane.

(e) Village Surgery. No surgery due to coronavirus.

(f) Website. Mr Lewin has been adding photos of the Covid 19 snake to the website.

(g) Communications sub-committee. Nothing to report

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

(a) Solicitors. No further updates.

(b) Paths. It was discussed that footpaths to the wooded area would go along the perimeter of the field.

(c) Maintenance Grant. Mrs Jessop is compiling a list of quotes for a 5 year plan on Green Space costs.

ACTION:LT to distribute information to all Councillors prior to the next meeting.

(d) Tree planting. Concerns were raised regarding who would maintain trees outside of the GSGS leased area.

ACTION:Mrs Jessop will confirm the location of all trees.

(e) Lease agreement. A draft lease agreement has been distributed to the Green Space group.

ACTION:LT and SP to arrange a meeting with solicitors to discuss lease agreement concerns.

#### **5. Environment**

(a) StreetCare. Nothing to report.

(i) Bins The Clerk provided quotes for cigarette bins. Concerns were raised about the location of the bins and who would be responsible for emptying them.

ACTION: LT to discuss the issues with the owners of the Wilding estate the possibility of a cigarette bin.

(ii) Strimmer

LT provided an update on the insurance policy in relation to strimmer use. It was proposed by WM and seconded by PP to buy a Makita strimmer and battery pack upto the value of £250. Payment will be made to Mr Lewin between meetings

ACTION BL to purchase strimmer.

(b) Dog Fouling. DH noted that dog fouling on pavements has reduced however, SP confirmed that dog fouling bags were being left on local footpaths.

ACTION: ML to ask residents to take dog fouling bags home after walks.

(c) Trees and Hedges, planters and bulbs. TP noted that a tree off Oaklands and a hedge on School Lane were overgrown.

ACTION:LT to write to local hedge and tree residents outlining concerns.

(d) Hedge behind Village Hall. The hedge has grown since the last meeting and no longer looks an eye sore. The hedge will be reviewed again in 12 months.

(e) Benches. LT provided photos of some of the benches that require painting. SP to enquire who the bench in Pipers Ash belongs to.  
ACTION:LT to arrange quotes for painting benches.

## 6. Planning.

(a) New/recent applications.

New planning Applications

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 DH reported that IB and he had visited the owner and examined the tree. The PC has no objection to removing the tree.
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Decisions made

20/01070/FUL	8 Moorcroft Crescent Guilden Sutton Chester Cheshire CH3 7HA Erection of rear conservatory Status:Approval
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(b) Neighbourhood Plan.

Nothing to report.

## 7. Training/Events/Meetings.

Nothing to report

## 8. Parish Car Park.

We are currently waiting for a report from Mid Cheshire regarding a tree on the car park.

## 9. Leisure Services.

(a) Playing field. SR noted gatherings of children who were not social distancing on the field. PCSO Linda Bailey has been made aware and will monitor the area.

ACTION: ML and Mr Lewin to advise people to social distance in public places on Facebook and the website. DH to repair goal posts

(b) Play Area. CWAC have confirmed park reopening will be reviewed at the end of June.

(c) Footpaths/Footways. Nothing to report

(d) Mobile Library.

The mobile library service is currently suspended due to coronavirus.

ACTION:LT to enquire with CWAC about "Mobile library stop" signs in the village.

## 10. Public Transport

Nothing to report.

## 11. Highways

(a) SID Group Nothing to report

(b) Standing consideration of Highways matter. The new grit bin has been installed on Old Hall Park. Mr Bateman from CWAC would like to review dropped kerbs in Guilden Sutton with WM.

ACTION:Clerk to arrange a meeting between Mr Bateman and WM.

(c). Hill Top Road/Arrowcroft Road junction. LT has not received a response to the emails sent to the company who supplied planters to Great Boughton Parish Council.

## 12. Finance

(a) Income. No income recieved

(b) Payments.

Between meetings

Vivian Downing (Fabric for scrubs)	£100	Online
Lisa Tiplady (Skipping ropes x 100)	£108	Online
Lisa Tiplady (Skip x 2)	£450.64	Online
Lisa Tiplady (Skip)	£225.32	Online

June

Derek Tubman (Internal Audit)	£50	Online
Lisa Tiplady (wages)	£363.52	Online
Lisa Tiplady (Giffgaff)	£20	Online
Mid Cheshire Grounds Maintenance Ltd	£120 including £20 VAT	Online
Lisa Tiplady (Zoom meeting subscription)	£14.39 including £2.40 VAT	Online

It was proposed by Cllr SP and seconded by Cllr DB to accept the financial information and approve the payments put forward. Cllr IB to authorise transactions.

(c) Balances / Bank statements/Payment schedule cash book. It was decided moving forward that staff wages for LT and Mr Norbury and regular transactions for Mid Cheshire Grounds Maintenance Ltd and one of the owners of the playing field would be paid via standing order.

Co-op account current account ( Balance Checked 1/5/20) £32,709.41

Co-op account savings account ( Balance Checked 4/6/20) £30,000

Scottish Widows Business Fund deposit account 1. ( Balance Checked 30/4/20)

£19,439.26

Scottish Widows Business Fund deposit account 2.( Balance Checked 30/4/20)

£4229.31

(d) Finance Risk Assessment. It was proposed by SP and seconded by PP to accept the financial risk assessment document.

(e) Grant applications. SR thanked the Parish Council on behalf of the scrub machinists for their kind donation.

(f) Internal Auditor. VAT claim submitted for £1615.99. The AGAR form has been posted to PKF Little John and published on the website with signatures removed.

(g) Asset register.

ACTION: SP to investigate Pipers Ash bench owner. LT to adjust asset register following strimmer purchase.

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

(a) CWAC correspondence Garden waste collections will recommence on the 12th June 2020. SR noted that recycling waste had been left at the entrance to the Stables. This has now been removed.

(b) ChALC. Nothing to report.

(c) Defibrillators. Nothing to report.

(d) Police and Fire services. Nothing to report.

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

DH confirmed that the school will be reopening to Reception, Year 1 and Year 6 on the 8th June. Plans have been put in place to social distance children where possible.

ACTION:LT to thank school for the teachers video.

### **15. Community Events**

PP noted that this years fete would be cancelled due to the coronavirus but plans are already being made for next years event on 10th July 2021. The normal Joan Emerton award will still take place but in a different format.

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

The Village Hall remains closed and preschool will review its situation at the end of June. The Parish Council now has a cupboard in the village hall for storage.

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

LT has observed a number of dead birds in the area around the Village Hall.

## **PART 2**

The public left and the Councillors discussed employment issues discussed at a recent employment committee group.