

## GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on 1st November 2023, at  
7:30PM at Guilden Sutton Village Hall

**Chairman: Cllr D Hughes**

**Present: Cllr A Davis, Cllr M Littlewood, Cllr S Ringstead, Cllr R Whelan**

**Clerk: R Ringstead**

**In attendance: Mr B Lewin, Mrs V Downing, Mr R Norrie, and 6 other members of the public.**

### 1. Procedural Matters

(a) Apologies

Apologies were received and accepted from Cllr Paterson and Cllr D Walters.

Apologies were received and accepted from Cllr G Heatley. Cllr M Parker and PCSO Bailey.

(b) To consider the Code of Conduct and Members' interests

Cllrs Hughes and Littlewood as members of Guilden Sutton Green Space.

Cllr Hughes as a member of Guilden Sutton Community Association.

Cllr Ringstead as a member of her household is a member of Men in Sheds.

Cllr Ringstead as a representative of the Village Green Group.

Cllr Paterson, Cllr Littlewood and Cllr Ringstead as members of the Wildflower Garden project group.

(c) Confirmation of the minutes of the Ordinary meeting held on 4<sup>th</sup> October.

It was proposed by Cllr Hughes seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 4<sup>th</sup> October 2023 be agreed as a true record of the meeting.

(d) Dates of future meetings.

6th December

10<sup>th</sup> January \*

Q3 Audit

7<sup>th</sup> February

Open Forum

6<sup>th</sup> March

Communications Group

3<sup>rd</sup> April

Annual Parish Meeting

1<sup>st</sup> May (Annual)

Q4 Audit

5<sup>th</sup> June

Open Forum

17<sup>th</sup> July \*

Q1 Audit

4<sup>th</sup> September

Communications Group

2<sup>nd</sup> October

Open Forum (Budget)

6<sup>th</sup> November

Q2 Audit

4<sup>th</sup> December

Open Forum

(e) To consider an application for co-option

(i) Mrs Victoria Roberts -It was proposed by Cllr Hughes, seconded by Cllr Ringstead and approved that Mrs Roberts be co-opted to the Council until the quadrennial elections in May 2027.

## **2. Community Engagement/Communications**

### **(a) Communications**

It was noted that the Communications group would meet in November. Work is in progress for the next newsletter and to develop social media activity.

It was also noted that work is underway to gather resident views on the need for an improved bus service, which will be gathered via an online survey and a hand-delivered questionnaire.

QR codes.

### **(a) Visiting Members.**

There were no visiting members.

### **(b) Visiting Officers**

Mr Lewin provided an update regarding public rights of way. In particular the need to follow-up with Cheshire West and Chester Council (CWAC) to arrange for the Dingle footpath to be swept.

### **(c) Public Speaking**

Mr Peacock followed up on the support from the Parish Council regarding the installation of a permissive footpath on Station Lane – particularly progressing the first 100 meters. He asked for an update on the outcome of the meeting with the Cheshire Association of Local Councils (ChALC), the support from CWAC and funding available, as well as response from relevant landowners and whether members of the footpath group can take on responsibility for aspects of the project.

Mr Peacock also noted his support for the new sustainability working group and asked how members of the public volunteer to get involved.

Mrs Downing noted that the football goal nets need to be replaced.

### **(d) Correspondence**

Correspondence had been received regarding:  
Recent flooding and future flood risks in the village  
Accessibility on walkways for disabled residents  
Haulage vehicles on Belle Vue Lane

### **(e) Surgery**

Cllr Whelan reported that she had attended the recent surgery with Cllr Ringstead. Concerns had been raised with regards to the bus service and ongoing planning situations.

It was agreed that Cllr Davis and Cllr Littlewood would preside at the next surgery to be held on 2 December.

### **(g) Support Group**

Cllr Littlewood updated on the work by the local support group during the recent flooding in the village. Discussion followed about steps that can be taken to help guard against future flood risks, including identifying responsibility for drainage that may be failing in the village.

(h) Sustainability

Cllr Whelan reported that a number of topics are being explored with regards to sustainability, such as becoming a Terracycle Scheme. Cllr Whelan confirmed that volunteers would be needed to join the new working group and invited local residents to put themselves forward.

### **3. Open Spaces**

(a) Guilden Sutton Greenspace

Nothing further.

(b) Wildflower Garden

It was noted that the revised lease was still outstanding. The Clerk will continue to progress with CWAC. Interim funding for bulbs and seeds was discussed.

(c) Old School Field

Cllr Whelan reported that replacement football nets have been identified. It was proposed by Cllr Whelan and seconded by Cllr Davis that these nets are purchased and replaced.

(d) Section 106 monies

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Cllr Whelan reported that three prospective contractors have provided quotes for play equipment in response to a brief and illustrations were circulated. Following consultation with children in the village a more detailed brief will be given to the contractors to ascertain final costs and progress with the best option.

e) Dog fouling

Cllr Littlewood noted that an increase in dog fouling has continued and reported that Cllr Davis has put more signage up in the village and updates have been posted on social media. There was further discussion on potentially increasing the number of bins in areas where they are lacking.

f) Hilltop Road area

Cllr Littlewood reported that after the Beavers planted wildflowers on Hilltop Road the area has become overgrown. It was agreed that the advice of the grounds maintenance team would be sought regarding whether it is appropriate to cut the area back and check the expense for doing so.

### **4. Transport and Highways**

(a) Public Transport

It was proposed by Cllr Hughes and seconded by Cllr Davis that £150 in contingency funding will be made available for printing a research questionnaire to ascertain what improvements to the bus service are needed.

(b) Footpath Station Lane

Cllr Littlewood reported that it has been agreed that a permissive footpath from The Stables junction with Station Lane to Footpath 7 will be pursued and is being progressed, with The Clerk due to follow up with Chalc and CWAC on the matter.

(c) Community Speedwatch

Cllr Littlewood updated that community speed watch volunteer agreements have been returned and shared with PCSO Bailey, with a view to getting volunteers trained in advance of spring when speedwatch activity will resume.

(d) Grit Box

Cllr Littlewood reported that it has been agreed with the Community Association that the cost of a grit box will be split with the Parish Council to store grit bags and sandbags for village use. This will be in addition to an additional grit box that the Community Association will also purchase for use around the Village Hall. It was proposed by Cllr Littlewood and seconded by Cllr Ringstead that the Parish Council go back to the Community Association with a recommendation for which grit box should to be purchased and once agreed to move ahead and jointly purchase.

Cllr Littlewood will also investigate and share ideas for further, smaller grit boxes that can be placed in other parts of the village to ensure ease of access during weather challenges.

(e) A55

Nothing further.

**5. Planning**

(a) New applications:

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(b) Awaiting Decision:

23/01730/FUL	Land At Belle Vue Lane Erection of detached bungalow with associated landscaping works	OBJECTION
23/00017/ENF	Tile Farm, Wicker Lane Without planning permission a material change of use of the Land from agricultural use to a mixed use of agriculture and MX Motorcross/Quad bike use and Clay Pigeon Shooting use [“the Unauthorised Development”].	OBJECTION
23/02244/FUL	Newhall Rise School Lane First floor side extension to create new bedroom and stairwell, single storey front extensions, side porch extension to include new canopy. window alterations and replacement/new windows, creation of first floor side balcony, replacement of existing rear balcony. Partial replacement roof to include solar	NO OBJECTION

	panels and rooflights, cladding to all external elevations (ground and first floor).	
23/02727/FUL	Holly Lodge Belle Vue Lane Demolition of existing conservatory. Porch extension, first floor side extension and single storey rear extension. Dormers to front and rear and render (re-submission of 22/04078/FUL)	NO OBJECTION
23/02804/TPO	Guilden Sutton Church of England Primary School Ash (T8) - Remove crown to form pollard in order to make safe. The decay fungus <i>Inonotus hispidus</i> (Shaggy polypore) was present in the main fork and with this type of fungus present there is always a risk that the tree will fail.	NO OBJECTION

(c) Decision Notices:

23/02270/FUL	3 Wood Croft Demolition of the existing conservatory, erection of single storey side extension, alterations to existing openings	APPROVED
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(d) Neighbourhood Plan

Nothing further.

**6. Village Green**

It was reported that Village Green members have replanted the flower troughs by the Parish Council Notice Board in the car parks with winter pansies. The group's support of any plans to install a permissive footpath along Station Lane, and to raise the Parish Precept to fund more maintenance of open spaces, especially if it included more frequent gutter clearing, was noted.

**7. Finance**

(a) Income:

Bank Interest (Co-Op Deposit) £485.90

(c) Payments:

M Roberts (Website)	£8.40	(inc. £1.40 VAT)
M Roberts (Phone Bill)	£15.10	(inc. £2.51 VAT)
M Roberts (Salary)	£356.16	(no VAT)
R Ringstead (Salary)	£176.45	(no VAT)
Amberon TM (Road Closure)	£192.00	(inc. £32.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00	(inc. £39.00 VAT)
Botanica Landscapes Ltd (Grounds Maint)	£240.00	(inc. £40.00 VAT)
M Roberts (Stationery)	£1.79	(inc. £0.30 VAT)
Community Heartbeat Trust (VETS System) (paper invoice)	£120.00	(inc. £20.00 VAT)

ChALC (Training)	£25.00	(no VAT)
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(d) Balances:

Co-Operative Current Account	£8,427.46
Co-Operative Deposit Account	£70,917.64
Scottish Widows Business Fund 1	£19,556.84
Scottish Widows Business Fund 2	£4,254.90

It was proposed by Cllr Hughes, seconded by Cllr Ringstead and agreed that the above payments be made and the financial information as above be agreed. The Clerk would process payments and Cllr Hughes would authorise.

## **8. Grounds Maintenance**

(a) Hare Lane Village Green

Nothing further.

## **9. Primary School**

Cllr Hughes updated that he has relinquished his role as Chair of the School resources committee. He reported that the children are rehearsing for remembrance day, and that he had accompanied children on a visit to Chester Cathedral. Cllr Littlewood updated that School Trustees have organised a shopping fundraising event on 30 November.

## **10. Remembrance Sunday – 12<sup>th</sup> November**

Cllr Hughes noted that members of the Council have contributed £2 for the Council's wreath. It was noted that Cllr Whelan has put up poppies around the village. Cllr Hughes and Cllr Davis will put further poppies around the village as needed.

## **11. Members Information**

Cllr Davis and Cllr Littlewood will share the update with residents that the local dentist has flagged that it currently has capacity to take on more local patients.

Cllr Whelan and Cllr Davis will investigate the drainage plans of a local golf club

Cllr Littlewood updated that the Church is planning a live nativity in partnership with the Bird in Hand on Christmas Eve. Marshals are being sought and the Parish council will loan high visibility jackets to marshals. There are plans for the Church Hall car park to be closed for a short period during the nativity, with leaflets being shared locally to notify local residents.

Cllr Ringstead shared an update on the work of Men in Sheds, which will be publicised on social media groups.

## **12. Exclusion of the Press and Public**

It was proposed by Cllr Hughes, seconded by Cllr Ringstead and agreed that members of the press and public would be excluded in order that the Council discuss urgent exempt items under the Local Government Act 1972.

### **13. Part Two (for publication)**

It was noted that a commercial premises in the Parish had been issued with an enforcement notice and separately a site visit was due to be carried out with regards to another planning enforcement issue.

Commercial quotes for the purchase of potential playground equipment were shared for evaluation.

A HR matter was agreed

Policy guidelines for communications were agreed

Meeting closed at 21:52

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