

GULDEN SUTTON PARISH COUNCIL

Minutes of an Ordinary Meeting of Guilden Sutton Parish Council held on 17th July 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr D Hughes, Cllr M Littlewood, Cllr P M Paterson, Cllr R Whelan

Clerk: Mr M Roberts

In attendance: Mr B Lewin and 4 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr V Roberts.

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

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

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association.

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

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

Cllr Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 12th June 2024.

It was proposed by Cllr Davis seconded by Cllr Whelan and agreed that the minutes of the ordinary meeting held on 12th June 2024 be agreed as a true record of the meeting.

(d) Confirmation of the minutes of the Extraordinary meeting held 1st July 2024.

It was proposed by Cllr Davis seconded by Cllr Whelan and agreed that the minutes of the extraordinary meeting held on 1st July 2024 be agreed as a true record of the meeting.

(e) Dates of future meetings.

4 th September	Communications Group
2 nd October	Open Forum (Budget)
6 th November	Q2 Audit
4 th December	Open Forum

(f) Model Financial Regulations

The Chairman confirmed this would be considered at the next meeting.

(g) Vacancy in the office of Councillor

The Chairman reported that no by-election had been called and therefore the Council was able to co-opt a new member. A deadline would be set for applications to be considered at the September meeting.

The Chairman reported that Mike Amesbury had been elected as the Member of Parliament for Runcorn and Helsby. The Council had written to congratulate him on his election and was pleased that an invitation to attend the Parish had been received positively.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None

(b) Visiting officers' speaking time

Mr Lewin reported that footpaths were starting to become overgrown and the help of volunteers would be sought in maintaining and strimming public areas. A number of concerns had been raised with regards to overgrown verges impeding the view of oncoming traffic in a number of areas.

(c) Public Speaking Time

Mr Lewin raised concerns with regards to growth on road edges.

A member of the public raised concerns with regards to parking, the quality and frequency of grass cutting and other grounds maintenance particularly relating to the highway. Concerns were raised with regards to households using pebbles on driveways that then spill onto the highway.

Mr Lewin mentioned the Neighbourhood Plan and had been pleased to see activity at the fete. It was asked whether the plan would be reconsidered in light of the Kings Speech.

(d) To receive a report concerning recent Public Correspondence.

There was no new correspondence.

(e) To receive a report from Councillors presiding at the recent Surgery

The Chairman reported that there were no new items raised.

It was confirmed that Cllrs Davis and Paterson would preside at the next surgery on 31st August.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that the Council's new business cards had been issued. It was reported that a draft newsletter was in progress. Dog fouling, a survey on the use of noticeboards, the bus service, resident's voice from the Police and co-option were items for inclusion. In light of public comments at the meeting, trees, hedges and verges would also be included.

(g) To receive a report from the Support Group

Cllr Littlewood reported that the group had supported with lost dogs, road closures and setting up for the fete.

(h) To consider matters regarding sustainability

Cllr Whelan had circulated a draft sustainability policy. It was agreed that comments would be taken on board and the policy could be agreed at the next meeting.

(i) Cheshire Community Action

It was proposed by Cllr Hughes, seconded by Cllr Ringsread and agreed that the Council would renew membership of CCA at a cost of £50.

(j) Community Association

Cllr Whelan reported that the nominal charge had been discussed by the Community Association, and it was noted that this was deemed to be an acknowledgement of the terms and conditions of hire.

It was proposed by Cllr Paterson, seconded by Cllr Davis and agreed that the Council would accept the terms of hire.

3. Open Spaces

(a) Guilden Sutton GreenSpace

The Clerk and Cllr Davis reported that a meeting had taken place. It was felt at present that the GreenSpace group had sufficient reserves and it would not be necessary to transfer the Y4 grant at the present time.

(b) Wildflower Garden LAMA agreement

The Clerk reported that funds from Spacehive had now been received.

(c) Old School Field

Cllr Davis reported that there appeared to be an issue with regards to a mole infestation. It was agreed that the Clerk would obtain recommendations and quotations from specialists and the finance committee may be able to approve this prior to the next meeting.

The Clerk reported that invitations for quotes for replacement of the gate post had not yet been responded to.

(d) Dog fouling

Cllr Littlewood reported that the matter would be included in the next newsletter.

(e) Hilltop Road Area

Cllr Whelan reported having started some remedial work on the site. It was agreed that the Clerk would seek a quote to skim and spray the land adjacent to Hilltop Road. Cllr Hughes reported that there was a significant growth of nettles in an adjacent area.

(f) Noticeboard

Cllr Ringstead reported that a recommendation had been received to slightly reduce the width of the noticeboard and it was hoped that this would be resolved across the summer.

(g) Parish Car Park

The Clerk noted that the relevant utility company had been identified and would advise of the issue of wires hanging close to trees.

(h) Storage Unit

Cllr Whelan reported that the works had been scheduled. The Council would be paid a grant of £200 by the fete committee towards the balance of the project. Cllr Whelan had circulated a draft agreement however a further meeting would need to take place with stakeholders in order to produce a final draft. A risk assessment would also need to be drawn up.

Cllr Hughes noted that there was a will from the School Governors to reach an agreement.

4. Transport and Highways

(a) To receive an update on Public Transport issues and recent survey

Cllr Ringstead had carried out a short follow-up survey at the fete, in relation to the new bus service. Cllr Hughes asked with regards to a recent accident at the A41 junction and asked if an update would be available on the proposal for a pedestrian crossing.

(b) To receive an update from Councillors involved in the footpath working group.

Cllr Ringstead reported that a response was awaited from a local landowner.

(c) To receive an update on Community Speedwatch

Cllr Littlewood reported that the PCSO had attended the fete and had placed an emphasis on community speedwatch. As a result, a session would be arranged during the summer. There was one volunteer still to be trained.

5. Trees and Hedges

Cllr Whelan had identified a number of trees that may require a survey. 22 trees or groups of trees had been identified and a survey would cost in the region of £500.

Cllr Davis noted that whilst the Parish Council did not own the trees and was not liable, but is in a position to help ensure public safety.

It was proposed by Cllr Davis, seconded by Cllr Littlewood and agreed that Cllr Whelan, as tree officer, be authorised to make the relevant arrangements at a cost of up to £500.

6. Planning

(a) New applications:

None

(b) Awaiting Decision:

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
24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION

(c) Decision Notices:

24/00806/FUL	86 Oaklands Single storey rear extension	APPROVED
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d) Neighbourhood Plan:

Cllr Paterson reported that the neighbourhood plan group had held a stall at the fete. A further meeting was due to take place on 23rd July. Cllr Paterson had attended a meeting with regards to the Local Plan.

7. Finance

(a) To note recent items of income:

Spacehive Funds (Ringfenced Crowdsourced fund)	£7,379.64
Guilden Sutton Community Association (Grant)	£2,000.00

(b) To approve recent items of spending:

M Roberts (Website)	£11.40	(inc. £1.90 VAT)
S Roberts (Playing Field Rent)	£80.00	(no VAT)
V A Jones (Playing Field Rent)	£80.00	(no VAT) (ch)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00	(inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00	(inc. £39.00 VAT)
MustardPrint (Business Cards)	£54.00	(inc. £9.00 VAT)
M Roberts (Phone Bill)	£16.30	(inc. £2.72 VAT)
M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)
Cheshire Community Action (Membership Renewal)	£50.00	(no VAT)
Guilden Sutton Primary School (Grant)	£500.00	(no VAT)
Paul Proudfoot (Hare Lane Phonebox Repairs)	£233.00	(no VAT)
HMRC (Payroll)	£136.80	(no VAT)
M Roberts (Salary)	£376.96	(no VAT)*
R Ringstead (Salary)	£190.39	(no VAT)*
Autela Payroll Services (Payroll)	£75.05	(inc. £12.51 VAT)
C & R Outdoor Rooms Ltd (Storage Unit Deposit)	£2040.00	(inc. £340.00 VAT)**
C & R Outdoor Rooms Ltd (Storage Unit Balance)	£2040.00	(inc. £340.00 VAT)***
Botanica Landscapes Ltd (Grounds Maintenance July)	£312.00	(inc. £52.00 VAT)*
Botanica Landscapes Ltd (Lengthsman July)	£234.00	(inc. £39.00 VAT)*
M Roberts (Website)	£11.40	(inc. £1.90 VAT)
Robert Wilkinson (Internal Audit)	£75.00	(no VAT)
Guilden Sutton Community Association (Hire Agreement)	£1.00	(no VAT)

* Payments to be post-dated to 28/07.

** Paid prior as an interim payment required for the deposit.

*** To be paid on satisfactory completion, with Cllr Whelan authorised to sign off the works.

(c) To approve updated account balances

Co-Operative Current Account	£23,522.29
Co-Operative Deposit Account	£70,000.00
Scottish Widows Business Fund 1	£19,776.18
Scottish Widows Business Fund 2	£4,302.62

It was proposed by Cllr Hughes, seconded by Cllr Ringstead and agreed that the above listed payments would be made and balances be approved. The Clerk would process and Cllr Paterson would authorise.

8. Grounds Maintenance

(a) Hare Lane Village Green

The Clerk and Cllr Davis would visit and consider the feasibility of volunteers carrying out groundworks.

9. Primary School

Cllr Hughes reported that the school had retained its Outstanding OFSTED rating, against a national picture where only 15% of schools are retaining the status. As a Governor, Cllr Hughes had taken part in the inspection. It was agreed that the Council would write to congratulate the school on their achievement.

10. Members Information

Cllr Littlewood reported that Reverend Carty had requested that some car park spaces would be reserved for a funeral on 18th July. The Clerk had made the necessary arrangements to ensure cones were available.

Cllr Littlewood reported that the PCSO had expressed an interest in carrying out a youth engagement event at the Old School Field.

Cllr Paterson reported that the Village Hall was being closed for refurbishment and would inform the library users.

Cllr Paterson noted that the Council could obtain a .gov.uk domain.

Cllr Paterson noted that 7726 could be dialled in order to report spam/scam messages.

Cllr Paterson noted that a report of a mosquito box (device used to omit a high-pitched noise) had been received. The Clerk had confirmed that these were not currently subject to regulation.

11. Exclusion of the Press and Public

It was proposed by Cllr Paterson, 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.

12. Part Two (for publication)

A site meeting was confirmed for Tuesday 23rd July, Cllrs Ringstead, Davis and Whelan would attend.

A commercial/procurement exercise would be held over until the 2024/25 financial year.

Meeting closed at 21:25
