

GULDEN SUTTON PARISH COUNCIL

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

Chairman: Cllr D Hughes (absent)

Present: Cllr A Davis, Cllr M Littlewood, Cllr P M Paterson, Cllr V Roberts, Cllr R Whelan

Clerk: M Roberts

In attendance: Mr B Lewin, Mrs S Proctor and 3 members of the public.

MOTION: It was proposed by Cllr Paterson, seconded by Cllr Whelan and agreed that, in the absence of the Chairman and Vice Chairman, Cllr M Littlewood would be appointed to chair the meeting.

Cllr Littlewood in the chair.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from The Chairman and the Vice Chairman.

Apologies were received and noted from Borough Cllrs Heatley and Parker.

(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 10th January 2024.

It was proposed by Cllr Paterson seconded by Cllr Whelan and agreed that the minutes of the ordinary meeting held on 10th January 2024 be agreed as a true record of the meeting.

(d) Confirmation of the minutes of the Extraordinary meeting held on 24th January 2024.

It was proposed by Cllr Paterson seconded by Cllr Davis and agreed that the minutes of the ordinary meeting held on 24th January 2024 be agreed as a true record of the meeting.

(e) Dates of future meetings.

6 th March	Communications Group
3 rd April	Annual Parish Meeting
1 st May (Annual)	Q4 Audit
5 th June	Open Forum
17 th July *	Q1 Audit
4 th September	Communications Group
2 nd October	Open Forum (Budget)
6 th November	Q2 Audit
4 th December	Open Forum

2. Community Engagement/Communications

(a) Visiting members' speaking time

There were no visiting members.

(b) Visiting officers' speaking time

Mr Lewin noted that a new gate was to be installed at the Tile Barn footpath entrance and that there was a fallen tree adjacent to Summerfield House.

(c) Public Speaking Time

Mr Peacock noted that the additional play space had been installed.

Mrs Proctor thanked the Clerk with regards to recent progress on the Wildflower garden. Following a public vote, the garden had been named 'Fox Meadow'. Cheshire West and Chester Council had agreed to supply a new tree for the site. Bird boxes and new seeds were ready and planters and seating would follow on from this.

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

Correspondence had been received regarding:

The new play equipment

Parking at the Primary School

Pest control

Church lane highways matter

A cycle ramp between Fox Meadow and Church Lane

A maintenance issue at Fox Meadow (which had since been resolved)

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

Cllr Whelan reported that 3 residents had spoken at the recent surgery, two of whom had complimented play space, and another who thanked the Council for work on ensuring an unused property was brought back into use.

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

Cllr Littlewood reported that the latest newsletter had been distributed with the bus survey, to which there had been a very strong response.

(g) To receive a report from the Support Group

The support group had co-ordinated the delivery of the newsletter.

(h) To consider matters regarding sustainability

Cllr Whelan reported that an open forum had taken place.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Nothing further.

(b) Wildflower Garden LAMA agreement

Cllr Roberts reported on the updated LAMA agreement. It was agreed that further discussions would take place with the Clerk.

(c) Old School Field

Cllr Whelan reported with regards to the adjacent wall. It was noted that the issue of the gate would be revisited upon agreement of the grounds maintenance contract.

(d) Play Area Extension and S106 monies

Cllr Whelan reported that the new trim trail had now been installed adjacent to the existing play area. Cllr Whelan had raised concerns with regards to the matting with the contractor, the contractor will re-grass the area if required. There would be the possibility of having the whole area matted in order to prevent mud spreading. Seating would be installed shortly. It was suggested that the Council could consider installing signage.

(e) Dog fouling

Cllr Paterson reported that there were increased issues with regards to dog fouling.

(f) Hilltop Road area

Nothing further.

(g) Graveyard Green Waste

It was proposed by Cllr Davis, seconded by Cllr Roberts and agreed that the Parish Council would reimburse the Church the amount of £50 incurred for subscribing to the green waste collection service. It was noted that this item was not covered as part of the Graveyard grant recovered from Cheshire West and Chester Council.

4. Transport and Highways

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

Cllr Littlewood reported that a very strong response had been received to the survey, around 300 completed responses had been received across the paper and online returns. Cllr Paterson noted that it would be very important to support the new Saturday service in order to ensure its viability.

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

Cllr Littlewood reported that the relevant land owner was still supportive of the proposal in light of the legal matters surrounding the proposed footpath.

(c) To receive an update on Community Speedwatch

It was reported that two further volunteers were awaiting training.

5. Planning

(a) New applications:

24/00019/FUL	3 The Stables Erection of wooden cabin within rear garden	13 February 2024 TP/RW
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(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
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(c) Decision Notices:

23/01730/FUL	Land At Belle Vue Lane Erection of detached bungalow with associated landscaping works	REFUSED
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 panels and rooflights, cladding to all external elevations (ground and first floor).	APPROVED

(d) Neighbourhood Plan.

Cllr Paterson reported that a meeting had taken place and another was scheduled for February. A stall was planned for the fete.

6. Village Green

Nothing further.

7. Finance

(a) To note recent items of income

Bank Interest (Scottish Widows 1)	£76.23
Bank Interest (Scottish Widows 2)	£16.58

(b) To approve recent items of spending

Botanica Landscapes (Grounds Maintenance)	£240.00	(inc. £40.00 VAT)
Botanica Landscapes (Lengthsman)	£234.00	(inc. £39.00 VAT)
M Littlewood (Printing)	£11.00	(no VAT)
DevaPrint (Newsletters)	£65.00	(no VAT)
M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)
M Roberts (Survey Subscription)	£75.00	(inc. £12.50 VAT)
Deva Print (Bus Surveys)	£342.00	(inc. £57.00 VAT)
St John’s Church (Green Waste Subscription)	£50.00	(no VAT)

(c) To approve updated account balances	
Co-Operative Current Account	£2,362.37
Co-Operative Deposit Account	£70,917.64
Scottish Widows Business Fund 1	£19,700.49
Scottish Widows Business Fund 2	£4,286.15

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

(d) To discuss arrangements for the Grounds Maintenance contract for 2024-25

It was proposed by Cllr Davis, seconded by Cllr Paterson and agreed that the contract with Botanica Landscapes would be renewed for the next two years.

It was proposed by Cllr Paterson, seconded by Cllr Whelan and agreed that the Council would place an advertisement to recruit an employed Lengthsman and a decision would be taken with regards to this at the March meeting.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was noted that the S115e application was still outstanding with the Borough Council.

9. Primary School

Cllr Davis reported that a Bingo night would be taking place. Cllr Whelan reported that there appeared to have been increased problems with parking and traffic.

10. Members Information

Cllr Paterson reported that the gullies on Oaklands had been cleared.

Cllr Littlewood suggested that business cards could be produced in order to support communications with residents.

11. Exclusion of the Press and Public

It was proposed by Cllr Littlewood, seconded by Cllr Paterson 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

(a) Planning Enforcement

Two planning enforcement matters were discussed. It was noted that one matter did not require planning permission. Two members would visit another site within the Parish in order to determine whether a referral should be made to the Borough Council.
