

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on 3rd April 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr D Hughes

Present: Cllr A Davis, Cllr M Littlewood, Cllr P Paterson, Cllr S Ringstead, Cllr V Roberts

Clerk: Ms R Ringstead

In attendance: Borough Cllr M Parker Mrs V Downing, Mr B Lewin, Mr. R Norrie and four members of the public.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr Whelan

Apologies were noted from Borough Cllr Heatley

(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 6th March 2024.

It was proposed by Cllr Paterson seconded by Cllr Davies and agreed that the minutes of the ordinary meeting held on 6th March 2024 be agreed as a true record of the meeting.

(e) Dates of future meetings.

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

Cllr Parker notified that some budget from Cheshire West and Chester Council (CWaC) should be available for Parish Council members to apply for from May, and it was suggested

that as in previous years councillors may apply in relation to the Summer fete and Christmas activities. It was also noted that CWaC is now in purdah.

(b) Visiting officers' speaking time

Mr Lewin reported a fallen tree on Green Lane, and also that the fallen tree in the Summerfield House area has not been resolved. Cllr Parker agreed to follow-up with CWaC and the Assistant Clerk will follow-up with Summerfield House.

(c) Public Speaking Time.

On behalf of the Community Association Mr Norrie thanked the Parish Council, particularly Cllr Whelan, for the success of the Trim Trail.

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

Correspondence had been received regarding:

- Proposed footpath along Station Lane
- Highway improvement works for Station Lane
- Grounds maintenance along Guilden Sutton Lane
- Accessibility on the footpath at the junction of Guilden Sutton Lane and the A41
- Stalled progress on the Fox Cover license and release of Spacehive funds
- Positive feedback on the new Saturday bus service
- Privacy and noise concerns from local residents living near to the new Trim Trail
- News of a Public inquiry in relation to a commercial premises in the Parish

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

Cllrs Davis and Roberts had presided. A resident had raised some concerns with regards to local hedges needing to be cut back, grids blocked on School Lane and effluent in a ditch on Belle Vue Lane.

It was agreed that Cllrs Paterson and Littlewood would preside at the next surgery due to be held on 27th April 2024.

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

It was agreed that the Chairman's Report from the Annual Meeting will be summarised for the next newsletter.

Cllr Littlewood shared an update on progress for Parish Council business cards

(g) To receive a report from the Support Group

Cllr Littlewood thanked the support group for sending out leaflets recently and updated activity in relation to a broken-down vehicle, raising awareness around a pothole on Church Lane that is experiencing worsening water damage related to a drain.

Cllr Parker updated that the Highways team is working with Sustrans to plan work around this pothole and along Station Lane more generally.

Discussion around flooding under the bridge by the Greenway also took place.

(h) To consider matters regarding sustainability

Nothing further

(i) Cheshire association of Local Councils

It was agreed that the Parish Council would like to renew its membership of Cheshire association of Local Councils at a cost of £479.94.

(j) Village Hall Booking Service

The Parish Councillors will review the new booking arrangements and conditions of hire for the Village Hall, including a proposed nominal fee of £1.

2. Open Spaces

(a) Guilden Sutton GreenSpace

Nothing further

(b) Wildflower Garden LAMA agreement

It was agreed that the Clerk would propose a virtual meeting with CWaC and Cllr Roberts to discuss the amends to the document and share an update for agreement over email with Councillors, given the need to expedite as soon as possible.

(c) Old School Field

Nothing further

(d) Play Area Extension and S106 monies

Given some concern from a small number of local residents regarding noise and privacy, it was agreed that the Parish Council will ask the local residents to monitor and record specific issues taking place. The Parish Council will also reach out to the school to remind those parking and using the play areas to consider local residents.

The council discussed amending the positioning of the playground signage and potentially also installing a further sign reminding users to consider local residents.

(e) Dog fouling

Given several reported incidents of dog fouling, it was agreed that another reminder to dog owners on removing any dog-fouling on public footpaths will be included in the next newsletter.

(f) Hilltop Road area

Clerk to reach out again to Botanica Landscapes regarding suggestions for maintaining this area.

4. Transport and Highways

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

It was agreed that Cllr Ringstead will reach out to Chester Community Action to share the results and analysis of the survey to support any opportunities to encourage further improvements to the service.

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

Cllr Littlewood and Cllr Ringstead will look to re-engage the landowner on this topic, with an aim to progressing and hosting a meeting.

(c) To receive an update on Community Speedwatch

Cllr Littlewood to reach out to PCSO Hannath, who is new in post, regarding reinstating Community Speedwatch.

(d) Mid-Cheshire footpath society renewal

It was agreed membership to the Mid-Cheshire footpath society would be renewed at a cost of £8.

5. Planning

(a) New applications:

24/00806/FUL	86 Oaklands, Guilden Sutton, Chester, CH3 7HG Single storey rear extension	24 April 2024
24/00444/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	28 March 2024 (Extension requested)

(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
24/00019/FUL	3 The Stables Erection of wooden cabin within rear garden	NO OBJECTION

(c) Decision Notices:

None

d) Neighbourhood Plan.

Cllr Paterson reported on further progress with regular meetings in place.

6. Village Green

Nothing further

7. Finance

(a) To note recent items of income

Graveyard Grant £660.00

(b) To approve recent items of spending:

Arthur J Gallagher (Insurance Amendment)	£50.66	(no VAT)*
M Roberts (Website)	£9.00	(inc. £1.50 VAT)
M Roberts (Phone Bill)	£15.10	(inc. £3.02 VAT)
St. John’s Church (Graveyard Grant)	£660.00	(no VAT)
HMRC (Payroll)	£437.20	(no VAT)
M Roberts (Salary)	At agreed rate	(no VAT)
R Ringstead (Salary)	At agreed rate	(no VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£288.00	(inc. £48.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00	(inc. £39.00 VAT)
Mid-Cheshire Footpath Society (Membership)	£8.00	(no VAT)
ChALC (Membership)	£479.94	(no VAT)

S Roberts (Playing Field Rent)	£80.00	(no VAT)
V A Jones (Playing Field Rent)	£80.00	(no VAT)

*Paid as interim payment in 2023-24 financial year

(c) To approve updated account balances

Co-Operative Current Account	£1,214.78
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 Davies, seconded by Cllr Paterson 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) Audit Process 2023-24

Nothing further

8. Grounds Maintenance

(a) Hare Lane Village Green

It was agreed that Cllr Roberts will follow-up on results of a recent consultation regarding a new bench at Hare Lane.

9. Primary School

Cllr Hughes reported on a recent discussion by Cllr Whelan with the primary school about replacing the Parish Council's previous gift of £10 book tokens for school leavers with a physical copy of a book. It was agreed that this could go ahead provided the school is happy to facilitate and the cost does not exceed the amount spent under the existing arrangement.

10. Members Information

Cllr Paterson mentioned the repeated challenges with a drain down School Lane which remains unresolved.

11. Exclusion of the Press and Public

It was proposed by Cllr Hughes, 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

Next steps on a local planning enforcement matter were discussed.

(i) Planning Application

A visit will take place by councillors regarding a planning application.

(ii) Commercial Premises

A local commercial premises was discussed.
