

Guilden Sutton Parish Council
Minutes of the ordinary meeting held on Wednesday 19th January 2022 at
7:30PM at Guilden Sutton Village Hall

Chairman: Cllr P M Paterson

Present: Cllr I Brown, Cllr D Hughes, Cllr M Littlewood, Cllr W Moulton, Cllr S Proctor, Cllr S Ringstead.

Clerk: Mr M Roberts

In attendance: Mrs V Downing, Mr B Lewin and 1 member of the public.

1 Procedural matters.

(a) Apologies

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

(b) Declarations of interest.

Cllrs Hughes and Littlewood declared an interest as a member of Guilden Sutton Green Space.

Cllrs Hughes and Paterson declared an interest as members of Guilden Sutton Community Association.

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

Cllrs Brown and Proctor declared an interest as a member of the Village Green Group.

(c) Confirmation of the minutes of the Ordinary Meeting held on 1st December.

It was proposed by Cllr Ringstead, seconded by Cllr Moulton and agreed that the minutes of the meeting held on 1st December be agreed as a true record of the meeting.

(d) Dates of future meetings. An asterisk indicates where a meeting is moved from the first week of the month.

2nd February

2nd March

6th April

4th May (annual)

8th June*

20th July*

7th September

5th October

2nd November

7th December

2. Community engagement/Communications

(a) Visiting officers

Mr Lewin noted that there had been flooding at the footpath off Belle Vue Lane which had caused two members of the public to fall.

(b) Visiting Members

There were no visiting members.

(c) Public speaking time

Mrs V Downing asked for an update regarding planters and associated funding, CCTV on the Village Hall and the insurance status of volunteers.

(d) Public correspondence

The Council had received correspondence on:

A proposal to reduce the speed limit on Guilden Sutton Lane to 30mph.

Information relating to a recent LDC application.

Flooding on Church Lane.

An overgrown hedge.

Issues relating to traffic on Hare Lane.

A request for a pavement to be installed on Station Lane.

Landscaping on Guilden Sutton Lane, in the area of the A55 dip.

An environmental issue for investigation.

Day burning Street Lights.

The Clerk noted that all highways matters had been reported to the Highways authority. Members agreed to approach Mickle Trafford Parish Council to see if they would support a joint request to CWAC for a footpath on Station Lane.

(e) Village Surgery

Cllrs Littlewood and Hughes reported that there were temporary changes to the bus service.

Another member of the public had reported that the pathway at the back of the School and at Heath Bank was slippery due to fallen leaves.

It was agreed that Cllr Ringstead would preside at the next surgery with another member to be decided.

3 Village Green

(a) Section 115e application

The Clerk reported that the Section 115e application for a planter had been submitted and a response was awaited.

4. Finance

(a) Payments.

	Amount
M Roberts (December salary)	At agreed Rate
Community Association (Grant – Christmas Event)	£150.00
UK Landscapes (Grounds Maintenance)	£120.00 (inc. £20.00 VAT)
M Roberts (Zoom)	£14.39 (inc £2.40 VAT)
HMRC (PAYE)	£387.40

M Roberts (Website)	£2.40 (inc 40p VAT)
SLCC (ILCA Training)	£144.00 (inc £24.00 VAT)
Autela Payroll Services	£53.54 (inc £8.92 VAT)
M Roberts (Zoom)	£14.39 (inc. £2.40 VAT)
B Lewin (Website)	£68.30 (inc. £11.40)
Information Commissioners Office	£35.00
M Roberts (January Payroll)	At agreed Rate
UK Landscapes (Ground Maintenance)	£120.00 (inc. £20.00 VAT)
M Roberts (Website)	£2.40 (inc £0.40 VAT)
M Roberts (Cork Roll for Noticeboards)	£53.98 (inc. £9.00 VAT)
Playing Field Owner 1 (Rent)	£80.00
Playing Field Owner 2 (Rent)	£80.00

Income:

	Amount
Sum-Up Payment	£0.98

(b) Balances / Bank statements/Payment schedule cash book.

Account	Balance	Effective Date
Co-op current account	£8,636.87	01/01/2022
Co-op savings account	£60,082.40	01/11/2021
Scottish Widows Business Fund account 1	£19,440.73	28/02/2021
Scottish Widows Business Fund account 2	£4,229.64	28/02/2021

It was proposed by Cllr Ringstead, seconded by Cllr Hughes and agreed that the above payments be made and the financial information as above be agreed. The Clerk would process and Cllr Hughes would authorise payments, with the exception of the items paid by cheque or direct debit. January salaries would be post-dated to the 28th January.

Cllrs Paterson and Brown noted that actions were continuing to close the Scottish Widows accounts.

(c) Budget and Precept 2022/23

(i) Public Consultation

The Council noted the receipt of the outcomes of the public questionnaire, which would be discussed in detail at the next meeting.

(ii) Budget Report

The Clerk had circulated items of forecast expenditure for the 2022-23 financial year to members.

(iii) Precept 2022/23

A draft budget was circulated to members. Cllr Proctor felt that it would be appropriate to increase the precept by the sum of £259, resulting in a freeze to the household charge, at £35.43 for an average Band D property.

It was proposed by Cllr Kane, seconded by Cllr Ringstead and agreed, to amend the draft budget to account for an increase to the precept of £259, reducing contingency by £100 and increasing the budget for Grants by £359.

The total precept requested is therefore £23,880. The council agreed to fund additional expenditure of £4098 from reserves and anticipated the receipt of a Graveyard Grant, which would be paid directly to the Church.

(d) Grant Application

The Clerk confirmed that the Graveyard Grant application had been submitted. The Council wished to thank the Church Treasurer for the clarity of information contained within the application.

5. Parish Car Park

(a) Trees

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that the quote received from UK Landscapes Ltd be accepted and the relevant work ordered.

6. A41 Pedestrian Safety

Since the last meeting letters had been received from the MP and were circulated to members. Cllr Hughes thanked the Clerk for making contact with the MP and CWAC.

7. Business Continuity Plan

Members agreed to adopt the Business Continuity Plan should the Council be unable to make a quorum at a future meeting in light of the Coronavirus situation.

8. Members information items

Cllr Moulton raised the issue of the trees on the Hoole side of Guilden Sutton Lane.

Cllr Ringstead noted that there was no budgetary allowance for electric vehicle charging points.

Cllr Hughes noted that the gully cleaner had visited the Village twice in recent weeks.

Cllr Proctor reported that a suggestion had been made as to whether the Beacon could be moved from Hare Lane to the GreenSpace.

Cllr Paterson reported that CWAC were organising a Crowdfunding seminar, Cllr Proctor would make attempts to attend.

Meeting closed at 20:18

DRAFT

APPENDIX A
Agreed budget for 2022-23

Employees	A	£9,670
Office	B	£270
Grounds Maintenance	C	£1,440
Communications	D	£600
Website	E	£140
Professional Services	F	£724
Subscriptions	G	£585
Play area	H	£500
Training	I	£860
Mileage/Parking	J	£50
Graveyard grant	K	£0
Phonebox renovations	L	£0
Insurance	M	£1,365
Grants	N	£1,859
Playing field rent	O	£640
Phone	P	£120
Defib	Q	£100
Meeting costs	R	£0
Events	S	£2,150
Election	T	£0
GreenSpace	U	£0
Other	V	£800
Adjustment	W	£0
Contingency	X	£2,007
TOTAL		£23,880

This will result in a 0% increase to the household charge in comparison to 2021-22. The total precept is increased by £259.

The Council has agreed to fund the Year 2 GreenSpace grant from reserves (£4,098). In addition, the Council anticipates the receipt of a Graveyard Grant from CWAC (£600). The total benchmark budget is therefore **£28,578**.

The Council agreed to consider the proposals laid out in the recent consultation and that should any be taken forward, the Year 1 costs would be funded from Contingency reserves, with the exception of Village Green activities which are included in the budget.