

## GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary meeting held on 8<sup>th</sup> June 2022 at 7:30PM at Guilden Sutton Village Hall

**Chairman: Cllr M Littlewood**

**Present: Cllr D Hughes, Cllr D Kane, Cllr W Moulton, Cllr P M Paterson, Cllr S Proctor**

**In attendance: Borough Cllr G Heatley, Mr B Lewin and 18 members of the public.**

**Clerk: Mr M Roberts**

### 1. Procedural Matters

(a) Apologies

Apologies were received and accepted from Cllr Ringstead and Cllr Brown.

Apologies were received and noted from Borough Cllr Parker and Mrs S Jessop.

(b) Members confirmed their standing interests as follows:

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

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

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

Cllrs Brown and Proctor as members of the Village Green Group.

Cllr Paterson declared an interest in planning matters relating to The Old School.

(c) Representative vacancies

It was proposed by Cllr Littlewood, seconded by Cllr Paterson and agreed that Cllr Kane would be appointed SID and Speed Representative and Police Liaison Officer **(22/012)**. It was noted that Cllr Kane would liaise with Cllr Moulton with a view to arranging a SID session as soon as possible.

(d) It was proposed by Cllr Proctor, seconded by Cllr Moulton and agreed **(22/013)** that the minutes of the meeting held on 4<sup>th</sup> May be agreed as a true record of the meeting.

(e) Future meeting dates were noted as 20<sup>th</sup> July\*, 7<sup>th</sup> September, 5<sup>th</sup> October, 2<sup>nd</sup> November, 7<sup>th</sup> December.

It was noted that Cllr Littlewood would request the Marigold room for all further 2022 meetings due to increased levels of public interest.

(f) Code of Conduct

Cllr Littlewood explained changes to the Code of Conduct. It was proposed by Cllr Proctor, seconded by Cllr Paterson and agreed that the model code of conduct be adopted. **(22/014)**.

### 2. Community Engagement/Communications

(a) Mr Lewin noted he had been in contact with the PROW officer regarding the footpath to the rear of Oaklands.

(b) Cllr Heatley offered an update with regards to the local bus service and noted that there may be funding available to provide a reduced service from 1<sup>st</sup> July.

(c) Mr R Norrie asked if the Council would be able to provide an update with regards to the installation of benches on private land close to the shops and asked whether a minute could be included to reflect this.

A resident raised concerns that the local bus service may end on Friday 1<sup>st</sup> July. A number of residents raised issues as to why the bus service was essential to them.

A resident raised concerns with regards to the Wildflower Garden proposal and felt that there was a lack of consultation with members of the public. A further resident objected to the proposal for benches on the grounds of anti-social behaviour. Two residents noted that in the past, benches have caused anti-social behaviour in the area. A further resident objected to both the benches and pathways.

(d) Correspondence had been received regarding the following issues:

A local LDC planning appeal.

Potentially dangerous trees in the Parish

The provision of allotments

Overgrown hedges and verges

Day burning street lights

The Wildflower Garden Proposal

Feedback regarding the diamond jubilee event

Local historical artefacts and photographs

A planning enforcement appeal

(e) Surgery

Cllr Paterson reported 12 residents had attended the surgery with regards to bus services. Scanning of passes and tracking.

Two residents had referred to overgrown hedges in two separate areas of the village.

A resident had supported the creation of a wildflower meadow.

A resident raised concerns with overgrown verges.

It was noted that Cllrs Moulton and Hughes would preside at the next surgery scheduled for 16<sup>th</sup> July.

(f) Communications

Cllr Proctor asked if the whole Council would like to review press releases. Cllr Kane wished for them to be circulated prior to publication.

(h) Support Group

Cllr Littlewood noted that the support group remained active and this had recently resulted in a First Aider coming forward to support the Jubilee service.

### **3. Transport and Highways**

(a) Public Transport

Cllr Ringstead had circulated an update to members prior to the meeting. Cllr Ringstead had met with residents of Sumerfield House and a representative of Plus Bus. It was noted that Plus Bus was only available to certain residents, required 48 hours and was chargeable and therefore, whilst a valuable asset, would not entirely replace a scheduled bus service.

It was noted that the Clerk would write to Anchor Housing to seek further solutions.

(b) Station Lane/Townfield Lane issues

Councillors requested that Cllrs Ringstead and Littlewood update members of the public on progress

regarding the provision of a footpath on Station Lane, and requested that a member of the public be invited to join the working party.

(c) Long term parking

It was noted that regulatory services had responded to the Council's request for an update regarding some long term parking in the area.

#### 4. Planning

(a) New applications:

22/01292/LDC	The Old School Guilden Sutton Lane	2 June 2022 extended to 10 June
22/01389/FUL	13 Ash Bank Hare Lane Two storey and single storey side extension	8 June 2022
21/00175/EOPDEV	Tile Farm, Wicker Lane Appeal against the 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	4 July 2022
22/01585/FUL	5 Moorcroft Crescent Guilden Sutton Hip to gable loft conversion with new dormer. Extension and roof replacement to existing single storey rear extension.	28 June 2022
21/04393/FUL	Cedar Lodge School Lane Part demolition of existing extensions and construction of single storey extension to front, side and rear with first floor accommodation above including two dormers to front and side.	29 June 2022

It was noted that the Council would seek a range of views regarding the application at Tile Farm and inform residents how they could make their views known to the planning inspectorate. Cllrs Hughes and Littlewood would make further enquiries regarding the Moorcroft Crescent application and Cllrs Paterson and Ringstead would continue their work with the amended Cedar Lodge application.

(b) Awaiting Decision:

22/00037/REF (Appeal)	Tile Farm Certificate of Lawfulness for mixed use of land at Tile Farm for agriculture and quads/off road bikes	OBJECTION
21/03995/TPO	28 Cinder Lane Hornbeam (01) – prune lower branches to lift crown and limit growth	NO OBJECTION
21/04393/FUL	Cedar Lodge Part demolition of existing extensions and construction of single storey extension to front, side and rear with first floor accommodation above including two dormers to front and side. (Amended Description)	OBJECTION

(c) Decision Notices:

21/04538/FUL	Vicars Cross Golf Club Proposed level changes of the driving range and short game area and extension to the existing driving range building	APPROVED
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## 5. Guilden Sutton GreenSpace

It was requested that the Finance group meet prior to the next full Council meeting to consider the proposal regarding the remaining Section 106 monies and make a recommendation to the next Council meeting.

## 6. Village Green

### (a) Planters

Councillors wished to thank Village Green for their work in securing planters for the area, and also the installation of a bike to commemorate the Jubilee.

### (b) Benches

It was noted that the installation of benches on Summerfield Road would be considered as an exempt item, due to the involvement of a third-party.

## 7. Finance

### (a) Income:

None

### (b) Payments:

M Roberts (Zoom)	£14.39	(inc. £2.40 VAT)
M Roberts (May salary)	At agreed rate	(no VAT)
M Roberts (S137 – DofE Gift Vouchers)	£75.00	(no VAT)
M Roberts (Propane)	£100.00	(no VAT)
M Roberts (Expenses – Screwfix)	£43.98	(inc £5.07 VAT)
M Roberts (Expenses – Website)	£4.80	(inc. £0.80 VAT)
Men in Sheds (Planters)	£250.00	(no VAT)
UK Landscapes (Grounds Maintenance)	£145.01	(inc. £24.17 VAT)
M Roberts (Expenses – Toolstation)	£159.40	(inc. £26.57 VAT)
M Roberts (Book Tokens)	£318.95	(inc. £1.49 VAT)
M Roberts (Propane)	£38.00	(inc. £7.60 VAT)
V Downing (Plants)	£48.30	(no VAT)
V Downing (Plants)	£48.00	(no VAT)
M Roberts (Zoom)	£14.39	(inc. £2.40 VAT)
D Tubman (Internal Audit)	£55.00	(no VAT)
Amberon TM (Road Closure)	£954.00	(Inc. £159.00 VAT)

It was agreed that the finance committee would review invoices in the first week of July and make any interim payments.

### (c) Balances:

Co-Operative Current Account	£19,247.13
Co-Operative Deposit Account	£60,092.53
Scottish Widows Business Fund 1	£19,442.68
Scottish Widows Business Fund 2	£4,230.07

It was proposed by Cllr Hughes, seconded by Cllr Proctor 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. **(22/015)**

(d) Audit Process

It was noted that the Internal Audit had been completed and the certificate had been passed to the Clerk.

(e) The Annual Governance Statement was considered. Following discussion of each question, it was proposed by Cllr Kane, seconded by Cllr Paterson and agreed that the Council should respond 'Yes' to questions 1-8 and N/a to question 9. **(22/016)**. The Statement was thusly signed by the Chairman and Clerk.

(f) The Accounting Statements were considered. It was proposed by Cllr Moulton, seconded by Cllr Kane and agreed that the Accounting Statements would be approved. **(22/017)**. The Statements were thusly signed by the Chairman and the Clerk.

Cllr Hughes wished to thank the Clerk for completing the internal process effectively.

## **8. Grounds Maintenance**

(a) Parish Car Park

Councillors expressed severe dissatisfaction that works had still not been carried out by the contractor. Councillors wished for the Clerk to continue progressing this with the contractor.

(b) Hilltop Road Area

It was noted that the Clerk would provide the contact details of the CWAC officer who advised that the Village Hall owner was responsible for the area to the Community Association.

(c) Hare Lane Village Green

It was noted that a date still needed to be arranged to meet with a contractor to progress drawings for the proposed changes to the area.

## **9. Play Area**

It was suggested that a working group would consider prospective items of furniture in preparation should the Council be able to obtain relevant land. Cllr Littlewood and Cllr Kane would progress this prior to the next meeting.

## **10. Platinum Jubilee**

(a) Event

The Chairman thanked Cllr Proctor and numerous volunteers for their work on the event. Cllr Proctor noted that many volunteers had helped to make the event a success and particularly wished to thank Rev Heather Carty, Town Crier David Mitchell, David Roberts & Sue Knapman, Chester Rugby Club, Vivian Downing, Robin Norrie, Guilden Sutton Players, Richard Batterham, Dave Hudson, Sue Grey, John Stockdale, Miriam Badiru, Eileen Fantom, Brian Lewin and Stephanie Pinder. Graham Proctor, Ruth Proctor and Tricia Cadman, who had marshalled at the event and for Councillors Paterson, Ringstead, Moulton and Littlewood.

The Council wished to thank Cllr Proctor for co-ordinating the event and the Clerk for supporting and liaising with contractors and suppliers. The Clerk would write to all volunteers to thank them for their support.

(b) Wildflower Meadow

Cllr Proctor reported that consultation had taken place with regards to the Wildflower meadow proposal and noted that those involved in the project were keen to address concerns from nearby residents. Cllr Proctor felt that benches were important for older residents to be able to enjoy the area. It was noted that a plan existed to remove the benches should they result in anti-social behaviour. Cllr Proctor noted that there were many steps that would need to take place prior to funds being released for the proposal.

Cllr Kane noted that no final decision had been made on any of the features of the area.

Cllr Proctor noted that advice had been received from the Crime Prevention Team noting that whilst there was a low risk of benches resulting in anti-social behaviour the benefits of them to the Community outweighed this risk.

(c) Archives

It was noted that the Community Association was prepared to make some space available for the storage of archives, subject to securing repairs to the relevant cabinet. It was noted that it would be preferable to create digital archives of all material to ensure their safety should loss or damage occur to the originals. Cllr Hughes raised concerns with regards to the security of items if they were kept in the Village Hall.

**11. Primary School**

Cllr Hughes reported that the Year 6 Min-y-Don trip was taking place again this year. Cllr Hughes thanked the Council for the provision of the Book Tokens.

**12. Members Information Items**

Cllr Moulton noted concern as to the conduct of the meeting, it was noted that the seating arrangements could be reviewed to improve this at future meetings. Cllr Moulton offered to lend the Council some amplification equipment to aid those with hearing difficulties.

Cllr Paterson noted that there were a number of day burning streetlights in the area. It was noted that this did not appear to be a priority for the Borough Council.

Cllr Littlewood noted that there would be roadworks on School Lane for up to 5 weeks in the Porters Hill area.

**13. Exclusion of the Press and Public**

It was proposed by Cllr Paterson, seconded by Cllr Kane and agreed that members of the press and public be excluded from the meeting, in order that the Council discuss urgent exempt items under Schedule 12 of the Local Government Act, 1972. **(22/018)**.