

GUILDEN SUTTON PARISH COUNCIL
Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on Wednesday 7th
December 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 Ringstead

Clerk: Mr M Roberts

In attendance: Mr B Lewin, Mrs V Downing, PCSO Bailey and 2 members of the public

1. Procedural Matters

(a) Apologies

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

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

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

(c) It was proposed by Cllr Moulton, seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 2nd November 2022 be agreed as a true record of the meeting. **(22/043)**

(d) 2023 meeting dates:

11th January*

1st February

1st March

5th April

10th May (ANNUAL) *

12th July *

6th September

4th October

1st November

6th December

(e) It was noted that a Parliamentary by-election had taken place on 1st December, the Clerk had written to Samantha Dixon (Labour) to offer the Council's congratulations.

2. Community Engagement/Communications

(a) Visiting Officers

Mr Lewin reported that the footpaths around Oaklands had been cleared, although further leaves had fallen. It was suggested a group of volunteers may be able to re-clear leaves.

Mr Lewin noted that some of the website's features required updating.

PCSO Bailey reported that training was due to take place for Community Speedwatch.

(b) Visiting Members

There were no visiting members.

(c) Public Speaking

No members of the public wished to speak

(d) Correspondence

Significant correspondence had been received regarding a recent LDC application.

Concerns were raised with regards to:

An unadopted area of communal land

Section 106 monies

Aggressive hawking

Vandalism and trespass

The Old School Field

Parking

Volunteer Opportunities

An overgrown hedge

(e) Surgery

Cllr Littlewood reported that a resident had requested a weekend bus and an additional bus service on weekdays.

A resident had reported that one of the Middlecroft signs was broken.

It was agreed that Cllrs Moulton and Paterson would preside at the next surgery on 7th January.

(f) Communications

Cllr Proctor, by correspondence, had suggested that an open forum could be considered for the February or March meeting to discuss ways the Council could increase community engagement.

It was noted that the Code of Conduct and GDPR regulations required the registration of separate email addresses solely for Council business. It was proposed by Cllr Ringstead, seconded by Cllr Kane and agreed that the Council would set up separate email addresses solely for Council business.

(22/044).

It was noted that the Communications group had proposed, in 2021, to upgrade the Council phone systems to improve flexibility. It was agreed that this would be a separate agenda item for the next meeting.

(g) Support Group

Cllr Littlewood reported that the Support Group had helped with recent leaflet drops, and one member of the group had been successful in securing the removal of the Openreach barriers close to the War Memorial.

3. Open Spaces

(a) Guilden Sutton Greenspace

Nothing further.

(b) Wildflower Garden

It was noted that a diseased tree had been removed from the Wildflower Garden site.

(c) Old School Field

It was noted a decision on the funding application was awaited.

Cllr Paterson reported that the football nets were in a poor condition, it was agreed that Cllr Kane would investigate and that the issue of replacements could be considered at the next meeting if necessary.

Cllr Kane enquired as to the condition that organised games cannot be organised on the Old School Field.

(d) Hedgehog Highway

It was agreed the Hedgehog highway project would be publicised and revisited at the next meeting.

(e) Section 106 monies

Cllr Littlewood circulated a report detailing options and suggestions for the Section 106 monies. It was agreed that Cllr Kane would follow up with Hooks Wood and CWAC, Cllrs Paterson and Hughes would follow up with the Community Association and Cllrs Littlewood and Hughes would follow up with the Primary School.

4. Transport and Highways

It was proposed by Cllr Hughes, seconded by Cllr Moulton to purchase 10 bags of grit at a cost of £80 for use on the Car Park.

Cllr Kane expressed concerns that this was not a good use of public funds as the Council did not own the Car Park.

The motion was agreed with 5 votes in favour and 1 against. **(22/045)**

(a) Public Transport

It was agreed that the Clerk would write to the bus company to enquire about the possibility of an expanded service.

Cllr Moulton enquired about the A41 feasibility study. The Clerk informed that the study concluded at the end of November and the report was awaited.

(b) Footpath Station Lane

Cllr Littlewood reported that some landowners had expressed support for the idea, but searches for the owner of 3 adjacent fields had been inconclusive.

(c) Community Speedwatch

Cllr Hughes, Paterson, Moulton and Ringstead had initial training and could therefore be refreshed by the PCSO. Other members would require training from Ian Rutherford. It was agreed that notices would be displayed asking for additional volunteers.

(d) Footpath to the rear of Oaklands

It was noted that the footpath had been swept and cut back.

5. Planning

(a) New applications:

22/04078/FUL	Holly Lodge Belle Vue Lane Porch extension, first floor front extension, first floor side extensions, demolition of existing conservatory and two storey rear extension	22 December 2022 ML/DH
22/01883/FUL	1 Heath Bank Demolition of existing car port and outbuilding, erection of single storey side/rear extension	20 December 2022 SR/TP

(b) Awaiting Decision:

21/03995/TPO	28 Cinder Lane Hornbeam (01) – prune lower branches to lift crown and limit growth	NO OBJECTION
22/01292/LDC	The Old School Guilden Sutton Lane	-
22/01883/FUL	1 Heath Bank Demolition of existing car port and outbuilding, erection of part single part two storey side/rear extension	NO OBJECTION (revised application submitted)
22/02039/FUL	Land At Belle Vue Lane A new farm access track and a drainage/conservation pond	OBJECTION
22/03160/FUL	9 Porters Croft Two storey side extension	NO OBJECTION
22/03834/TPO	8 Oaklands Oak tree - Crown lift over footpaths and driveway to provide 3m clearance over ground level, crown lift over road to provide 5-6m clearance over ground level (back to kerb +1m of turf), remove major deadwood and crossing branches, and reduce lateral branches to provide 2m vertical clearance from the garage roof and 2m lateral clearance from the property elevations (no pruning of branches larger than 5cm diameter).	NO OBJECTION
22/03683/FUL	2 The Stables Erection of detached garage	NO OBJECTION

(c) Decision Notices:

22/03552/LDC	Tile Farm Wicker Lane Application for a Certificate of Lawfulness for mixed use of land at Tile Farm for agriculture, haulage operation with associated vehicle parking, residential,	REFUSED
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	livery stables and the keeping/exercising of horses, quad bike/off road bike riding, motocross track and clay pigeon shooting	
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.	APPROVED
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.	APPROVED
22/01854/FUL	8 Cinder Lane Relocation of driveway to include new footpath crossing and dropped kerb, erection of 1.8 m high side boundary fence.	APPROVED

(d) Neighbourhood Plan
Nothing Further

6. Village Green

It was proposed by Cllr Moulton, seconded by Cllr Littlewood and agreed that reimbursement be granted for replacement plants for the Village Green planters of £8.99+VAT. **(22/046)**

7. Finance

Grant Application

It was proposed by Cllr Moulton, seconded by Cllr Littlewood and agreed that a grant application for £150 to support the Christmas Lights switch-on be approved. It was further noted that donations of £33.00 had been collected using the Council's sum-up machine which after fees had equated to £32.41. It was noted that the sum of 98p had been collected the previous year. It was agreed to remit these funds to the Community Association. **(22/047)**

(a) Income:

Scottish Widows BF1 Interest	£11.60
Scottish Widows BF2 Interest	£2.52
Co-Op Deposit Account Interest	£68.74
Sum Up Payments	£32.41

(b) Payments:

Deva Print (Newsletter)	£50.00	(no VAT)
Christmas Lights (?) (Grant Application)	£150.00	(no VAT)
UK Landscapes (Grounds Maintenance)	£145.01	(inc. £24.17 VAT)
M Roberts (Zoom)	£14.39	(inc. £2.40 VAT)
Community Heartbeat Trust (VETS System)	£120.00	(inc. £20.00 VAT)
M Roberts (Salary)	£545.53	(no VAT)
M Roberts (Website)	£4.80	(inc. £0.80 VAT)
M Roberts (Zoom)	£14.39	(inc. £2.40 VAT)

Christmas Lights (Donation Disbursement)	£33.39	(no VAT)
V Downing (GreenSpace Plants)	£11.97	(inc. 1.99 VAT)
(c) Balances:		
Co-Operative Current Account	£14,447.75	
Co-Operative Deposit Account	£60,161.27	
Scottish Widows Business Fund 1	£19,459.98	
Scottish Widows Business Fund 2	£4,233.83	

It was proposed by Cllr Paterson, seconded by Cllr Littlewood and agreed that a sum of £10 be contributed to a prize for the annual Christmas Lights competition. **(22/048)**

It was proposed by Cllr Moulton, seconded by Cllr Littlewood and agreed that the above payments be made and the financial information as above be agreed. The Clerk would process payments and Cllr Hughes would authorise. **(22/049)**

(d) The Clerk noted that PKF Littlejohn had again been appointed as the Council's external auditor for the next 3 year period.

8. Grounds Maintenance

(a) Hilltop Road Area

Councillors discussed advice that had been received from ChALC with regards to the maintenance of an unregistered piece of land. It was agreed that more information would be sought from CWAC.

(b) Hare Lane Village Green

It was noted that the application was currently being assessed.

(c) Grounds maintenance Contract

The working group had met and a site meeting was to be arranged for the new year.

9. Remembrance Sunday

Members expressed disappointment that a number of cyclists had contravened the road closure order, despite requests to dismount. It was noted that PCSO Bailey had expressed a wish to attend to support next year.

10. Primary School

Cllr Hughes reported that he had attended the KS1 Christmas celebration.

11. Members Information

Cllr Kane expressed thanks to Mr Lewin for removing the poppies after Remembrance day.

Cllr Moulton expressed concerns that the hedges alongside Guilden Sutton Lane had not received attention.

Cllr Littlewood had purchased cards for volunteers within the Parish.

12. 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 be excluded from the meeting, in order that the Council discuss urgent exempt items under Schedule 12 of the Local Government Act, 1972. **(22/050)**

Part 1 closed at 2115