

GULDEN SUTTON PARISH COUNCIL

Minutes of the Annual Meeting held on Wednesday 10th May 2023 at 7:30PM at Guilden Sutton Village Hall.

Chairman: Cllr M Littlewood

Present: Cllr D Hughes, Cllr P M Paterson, Cllr S Ringstead

Clerk: Mr M Roberts

In attendance: Mrs S Proctor, Mrs S Jessop and 5 members of the public.

1. Procedural Matters

(a) Apologies

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

(b) Election of a Chairman for the Council year 2023-24

It was proposed by Cllr Paterson and seconded by Cllr Ringstead that Cllr Derek Hughes be elected chairman for the 2023-24 Council year. Having indicated a willingness to serve, Cllr Hughes was unanimously elected Chairman.

Cllr Hughes in the Chair

(c) To consider the election of a Vice Chairman for the Council year 2023-24

It was proposed by Cllr Paterson, seconded by Cllr Littlewood and agreed that Cllr Susan Ringstead be appointed Vice Chairman for the 2023-24 Council year. Cllr Ringstead accepted the office.

(d) To consider the Code of Conduct and Members' interests

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.

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

Cllr Ringstead declared an interest in the appointment of an Assistant Clerk

(e) To consider the appointment of sub-committees, working groups, officers and representatives to external organisations

Employment Committee – Cllrs Hughes, Paterson, Ringstead

Finance Committee – Cllr Hughes, Cllr Littlewood, Cllr Paterson

GSGS Steering Group – Cllrs Hughes, Littlewood

Neighbourhood Plan – Cllrs Paterson and Ringstead

Public Transport – Cllr Ringstead

Tree Warden – Vacant

SID and Speed Representative – Cllr Littlewood

Footpaths – Mr B Lewin

Communications, community website and Facebook – Cllrs Littlewood and Ringstead, Mr Lewin

Village Green Group – Cllr Ringstead

Police Liaison Officer – Vacant

Advisory Officer – Mrs S Proctor

It was noted that the Council would re-visit the appointments once new members were co-opted.

(f) Confirmation of the minutes of the Ordinary meeting held on 5th April 2023.

It was proposed by Cllr Paterson, seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 5th April 2023 be agreed as a true record of the meeting.

(g) Dates of future meetings.

7th June

12th July *

6th September

4th October

1st November

6th December

(i) Co-Option to fill four vacancies

It was agreed that the Council would attempt to fill the vacancies at the June meeting. It was agreed that the Council would set a deadline of 31st May for applications. If four or fewer candidates were nominated, a simple 'for or against' ballot would be held. If more than four candidates were nominated, a runoff ballot (or series of ballots) would be held until the vacancies were filled.

(j) Mid Cheshire Footpath Society

It was proposed by Cllr Hughes, seconded by Cllr Ringstead and agreed that the Council renew its membership of MCFS at a cost of £8.

(k) Assistant Clerk

It was noted that the employment committee had recommended the appointment of an Assistant Clerk. The new Assistant Clerk would not require a computer, but it was noted that an encrypted USB drive may be required in order to ensure compliance with the Data Protection Act. The Clerk noted that this would fall within the monthly expenses budget and could be purchased when a specification was agreed.

2. Community Engagement/Communications

(a) Visiting Members

There were no visiting members.

(b) Visiting Officers

Nothing further.

(c) Public Speaking

There was no public speaking.

(d) Correspondence

Correspondence had been received regarding:

Speeding traffic on School Lane

Multiple letters with regards to damage to a Tree in the Parish Car Park

The Old School Field

(e) Surgery

Cllr Ringstead reported that a resident had asked if the Council could request a weekend bus service. It was suggested that Cllr Ringstead could invite the portfolio holder to a future meeting. A resident enquired as to progress with the Neighbourhood Plan. A resident had enquired as regards to a development on Belle Vue Lane, a further resident had enquired with regards to a planning enforcement issue. A resident had raised issues with the Bus stop at Guilden Sutton Lane. Further issues raised included a hedge on Wicker Lane and Potholes on Station Lane.

(f) Communications

Cllr Littlewood noted that the group would need to be restructured due to the retirement of Cllr Proctor. A newsletter would be produced to advertise the vacancies for co-option.

(g) Support Group

Cllr Littlewood noted that some new volunteers had come forward following a request in the recent newsletter.

(h) Sustainability

The Clerk noted that the Council had asked to be included on an advice request regarding the installation of electric car charging points.

3. Open Spaces

(a) Guilden Sutton Greenspace

It was noted that revised items of expenditure for Year 2 had been incurred and therefore payment of the Year 3 grant would be deferred until such a time that the revised accounts were available.

(b) Wildflower Garden

It was noted that an update had been provided by Mrs Proctor to the Annual Parish Meeting.

(c) Old School Field

It was noted that the Clerk had been in contact with the contractor who had confirmed that the land was still too wet for the agreed works to be completed.

(d) Section 106 monies

Cllr Littlewood reported that a further 12 month extension had been secured in order to facilitate the use of the S106 monies. A working group consisting of Cllrs Littlewood, Hughes and Mrs Whelan would be convened in order to achieve this.

(e) Land at Hilltop Road

Nothing further.

(f) Dog fouling

Cllr Littlewood noted that new signs would be sited in the next few weeks.

(e) Graveyard Grant

The Clerk reported that a grant application had been received, however having identified a discrepancy with the explanation from CWAC regarding the short-payment, further information had been requested. The grant application would therefore be considered at the next meeting.

4. Transport and Highways

(a) Public Transport

It was noted that the matter had been raised again at the recent surgery, and the Clerk would advise Cllr Ringstead of the most appropriate contact at CWAC.

(b) Footpath Station Lane

Nothing further.

(c) Community Speedwatch

Cllr Littlewood reported that five speedwatch sessions had been completed. Cllr Littlewood was meeting with the PCSO to discuss the findings. Two further volunteers had come forward and this would be progressed when the new Councillors were appointed, as it was noted that new members may also wish to be trained.

Cllr Littlewood noted that further risk assessments to cover Guilden Sutton Lane and Wicker Lane had been requested from Ian Rutherford.

Cllr Littlewood Add purchasing our own trucam to next agenda.

5. Planning

(a) New applications:

There were no new applications.

(b) Awaiting Decision:

22/02039/FUL	Land At Belle Vue Lane A new farm access track and a drainage/conservation pond	OBJECTION
22/04685/FUL	The Lodge School Lane Two storey rear extension	NO OBJECTION
23/00203/FUL	Foot of The Hill Church Lane Single storey porch extension and reinstatement of garage	NO OBJECTION
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
23/00808/TPO	The Lodge School Lane 2x Lawson Cypress trees (T1, T2) - Reduce by 40 to 50% or fell to ground level. Yew (T3) - Reduce radial limbs by 2 to 2.5m.	NO OBJECTION
23/00907/FUL	99 Oaklands Demolition of conservatory, construction of single storey side extension	NO OBJECTION

(c) Decision Notices:

22/03683/FUL	2 The Stables Erection of detached garage	APPROVED
22/04510/FUL	5 The Vetches Single storey front and side/rear extensions. Alterations to external doors and windows with proposed photovoltaics to roof.	APPROVED
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	APPROVED
23/00010/FUL	4 Moorcroft Crescent Loft conversion extension	APPROVED
23/00460/FUL	16 Oaklands Single storey rear/side extension, part garage conversion and insulation to roof area.	APPROVED

(d) Neighbourhood Plan

Cllr Paterson reported that further drafting work was continuing.

6. Village Green

It was noted that Mrs Downing had written to the Council to note that some Village Green members had facilitated the installation of two standard photinia trees on the Village Hall terrace. They wished to thank the Guilden Sutton Players, who disbanded last year, for donating the trees to commemorate their many years of activity in the village.

Mrs Downing noted that Village Green members looked forward to a decision being made regarding the siting of benches near the shops.

7. Finance

(a) Income:

Precept	£24,043.00
Coronation Grant	£166.50
Interest (Co-Operative Deposit)	£270.47
Interest (Scottish Widows 1)	£30.59
Interest (Scottish Widows 2)	£6.65

(b) Payments:

M Roberts (Website)	£22.64	(inc. £3.77 VAT)
Deva Print (Newsletter)	£65.00	(no VAT)
Mid-Cheshire Footpath Society	£8.00	(no VAT)
M Roberts (Salary)	£580.27	(no VAT)
Botanica Landscapes (Grounds Maintenance)	£240.00	(inc. £40.00 VAT)

M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)
W Moulton (Coronation Flowers)	£29.16	(inc £4.86 VAT)
W Lloyd (Coronation Flowers)	£19.98	(inc. £3.33 VAT)

(c) Balances:

Co-Operative Current Account	£32,349.51
Co-Operative Deposit Account	£60,431.74
Scottish Widows Business Fund 1	£19,511.91
Scottish Widows Business Fund 2	£4,245.12

It was proposed by Cllr Paterson, seconded by Cllr Littlewood and agreed that the above payments be made and the financial information as above be agreed. Following a cash-flow recommendation from the Clerk, £10,000 would be transferred from the Current Account to the Deposit Account. The Clerk would process payments and Cllr Hughes would authorise.

8. Grounds Maintenance

(a) Hilltop Road Area

Nothing further.

(b) Hare Lane Village Green

It was noted that a quote for the refurbishment of the noticeboard had been received, but a decision would be deferred until the approval of the s115e application.

9. Coronation

Cllr Littlewood noted that a number of street parties had been held. Cllr Littlewood expressed disappointment that somebody had vandalised the display at the Parish Council noticeboard.

10. Primary School

Cllr Hughes noted that the Cinema group had provided litter pickers for the primary school's project which had been held on 29th April. The pupils had walked 2.5km of the parish collecting litter.

It was proposed by Cllr Paterson, seconded by Cllr Ringstead and agreed that £10 book tokens would be provided for Year 6 pupils under section 138 of the Local Government Act. Cllr Hughes would confirm the number of tokens required and inform the Clerk.

Cllr Hughes reported that SATS test had been conducted in the past week.

11. Members Information

Cllr Littlewood reported that a garden box may be required to store grit in the area of the Village Hall, it was noted that this would be included on the agenda for next meeting. It was noted that an approach could be made to the Community Association prior to the meeting.

Cllr Ringstead noted that there was waterlogging at Wicker Lane.

12. Exclusion of the Press and Public

It was proposed by Cllr Littlewood, 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.

Part 1 closed 2030

13. PART 2 (for publication)

Assistant Clerk

It was noted that the Employment Committee had recommended the appointment of Rachel Ringstead as Assistant Clerk. The Council confirmed the appointment and appointed Ms Ringstead as a Proper Officer of the Council.

Damage to Parish Asset

It was noted that advice had been received from PC Hughes and Jackie Weaver at ChALC. It was agreed that the Council's advisor be asked to visit and assess the damage.

Part 2 closed at 2105