

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held at Guilden Sutton Village Hall at 7:30PM on Wednesday 7th June 2023

Chairman: Cllr D Hughes

Present: Cllr M Littlewood, Cllr P M Paterson, Cllr S Ringstead

Clerks: R Ringstead, M Roberts*

In attendance: Mr B Lewin, Mr A Davis, Mr W Moulton, Mr D Walters, Mrs R Whelan and 7 members of the public.

1. Procedural Matters

(a) Apologies

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

(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 on 10th May 2023.

It was proposed by Cllr Paterson, seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 10th May 2023 be agreed as a true record of the meeting.

(d) Dates of future meetings.

12th July *

6th September

4th October

1st November

6th December

(e) Co-Option to fill four vacancies

(i) Mr Alan Davis - It was proposed by Cllr Paterson, seconded by Cllr Ringstead and approved that Mr Davis be co-opted to the Council until the quadrennial elections in May 2027.

(ii) Mr William Moulton – It was noted that Mr Moulton had withdrawn his application for co-option at this time.

(iii) Mr David Walters - It was proposed by Cllr Hughes, seconded by Cllr Ringstead and approved that Mr Walters be co-opted to the Council until the quadrennial elections in May 2027.

(iv) Mrs Rachael Whelan - It was proposed by Cllr Littlewood, seconded by Cllr Paterson and approved that Mrs Whelan be co-opted to the Council until the quadrennial elections in May 2027.

Cllrs Davis, Walters and Whelan signed the declaration of acceptance of office and joined the meeting.

(f) It was proposed by Cllr Littlewood, seconded by Cllr Hughes and agreed that the Clerk be authorised to arrange courses for new members and staff up to the total cost of £100.

2. Community Engagement/Communications

(a) Visiting Members

There were no visiting members.

(b) Visiting Officers

Mr Lewin reported that there were some overgrown areas on footpaths that would be addressed with the strimmer.

(c) Public Speaking

Mrs V Downing queried as to the Parish Council's representative on Village Green and asked if any progress had been made with regards to the siting of benches close to the shops.

Mrs Y Kirk thanked the individual who had been responsible for cutting an overgrown hedge.

Mr R Norrie reinforced the continuing interest in the community in the provision of a footpath on Station Lane.

Mr W Moulton raised concerns with regards to overgrown trees and hedges at the A55 bridge approaching Guilden Sutton as growth is encroaching onto the road.

(d) Correspondence

Correspondance had been received with regards to:

The condition of Station Lane and possible footpath provisions.

Broken street signs at Orchard Croft

Gutter clearance on Oaklands

The Neighbourhood Plan

The Wildflower Garden

A broken road sign at the A41

The planter at Cinder Lane

The Parish Car Park

(e) Surgery

A resident had raised concerns regarding the bin next to the bus stop. A resident noted an overgrown tree within the school grounds. A resident raised the issue of weeds in Arrowcroft Road. A resident suggested that the Parish Council could write to the local authority regarding weekend and bank holiday buses. A resident asked that other residents take care that their bins are not left in the middle of the road.

It was agreed that Cllrs Paterson and Ringstead preside at the next surgery on 1st July.

(f) Communications

It was noted that Newsletter 177 had been printed and distributed.

(g) Support Group

Cllr Littlewood reported that there had been a number of issues that the support group had been involved in, including the evacuation of 15 homes in the area. A few properties had been affected by a water stoppage. There had been requests for help in locating a lost dog. A request help at the fete had been sent out.

(h) Sustainability

Cllr Littlewood asked if the briefing on electric cars could be circulated to new members.

3. Open Spaces

(a) Guilden Sutton Greenspace

Nothing further.

(b) Wildflower Garden

It was agreed that the Clerk would obtain a quote from the contractor for grass cutting around the border and opposite side of the site.

(c) Old School Field

The Clerk would request a fixed date from the contractor for the works to commence to remove the border hedge.

(d) Section 106 monies

Cllr Littlewood noted that a further 12 month extension had been received and that a working group meeting would be convened prior to the next meeting of the Council. It was noted that the Hilltop Road site was the leading candidate for siting the equipment.

(e) Land at Hilltop Road

Nothing further.

(f) Dog fouling

Cllr Littlewood asked for assistance with placing dog fouling signs. Cllrs Davis and Whelan expressed an interest in supporting with this.

Cllr Paterson noted that the public footpath on Belle Vue Lane was heavily littered in dog waste, there had also been a significant amount on the footpath adjacent to the school, both short distances from existing bins.

Cllr Ringstead noted that there were issues with full bags being left on Porters Hill.

(e) Graveyard Grant

It was proposed by Cllr Paterson, seconded by Cllr Ringstead and agreed that the Council approve the grant application for £88.40 in top-up funding in respect of expenditure incurred by St. Johns for the maintenance of the graveyard.

4. Transport and Highways

(a) Public Transport

Cllr Ringstead had received correspondence from the Transport and Infrastructure manager at CWAC, having provided context of the local bus service.

It was suggested that the portfolio holder at CWAC could be invited to a future meeting. Cllr Littlewood suggested residents of Summerfield House could be involved.

(b) Footpath Station Lane

Cllr Littlewood noted that the Parish Council's involvement was presently on hold due to external

circumstances.

(c) Community Speedwatch

Cllr Littlewood reported that dates were awaited for the PCSO training session.

(d) Purchase of a TruCam

Cllr Littlewood noted that the suggestion of purchasing a trucam was on the agenda, but at the current time this was not necessary as other areas had not requested the use of the existing TruCam.

(d) Grit Box

Cllr Littlewood had sourced a possible grit box. The Clerk advised that a s115e application would be required if this was placed on the highway. It was agreed that Cllr Littlewood would approach the Community Association with regards to contributing to the cost and siting the box on Village Hall land.

5. Planning

(a) New applications:

23/01514/FUL	63 Oaklands +First floor side and rear wrap around extension	NO OBJECTION
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(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

(c) Decision Notices:

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.	APPROVED
23/00907/FUL	99 Oaklands Demolition of conservatory, construction of single storey side extension	APPROVED

(d) Neighbourhood Plan

Cllr Paterson reported that a meeting had taken place and further work was ongoing. A further meeting was planned prior to the next PC meeting.

6. Village Green

Nothing further.

7. Finance

(a) Income:

VAT Reclaim	£1309.18
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(b) Payments:

M Roberts (Website)	£6.16	(inc. £1.40 VAT)*
M Roberts (Salary)	£580.27	(no VAT)
S Ringstead (Coronation Plants)	£24.95	(inc. £4.15 VAT)
M Littlewood (Coronation Signs)	£51.59	(inc. £8.60 VAT)
M Roberts (Phone Bill)	£14.00	(inc. VAT)
Botanica Landscapes (Grounds Maintenance)	£240.00	(inc. £40.00 VAT)
Deva Print (Newsletter)	£65.00	(no VAT)
M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)
St. John's Church	£88.40	(no VAT)
Derek Tubman (Internal Audit)	£55.00	(no VAT)

(c) Balances:

Co-Operative Current Account	£22,598.05
Co-Operative Deposit Account	£70,431.74
Scottish Widows Business Fund 1	£19,511.91
Scottish Widows Business Fund 2	£4,245.12

It was proposed by Cllr Hughes, 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) Internal Audit

It was noted that the outcome of the internal audit had been received and would be published in due course by the Clerk.

(e) Accounting Statements 2022-23

It was proposed by Cllr Hughes, seconded by Cllr Littlewood and agreed that the accounting statement presented by the Clerk were agreed and would be published in due course. Cllr Hughes duly signed the accounting statements as Chairman.

(f) Annual Governance Statement

It was proposed by Cllr Hughes, seconded by Cllr Littlewood and agreed that the Council answer statements 1-8 of the Annual Governance Statement as Yes, and statement 9 be answered as not applicable.

8. Grounds Maintenance

(a) Hilltop Road Area

It was noted that the Contractor had commenced mowing of the grassed area.

(b) Hare Lane Village Green

It was proposed by Cllr Littlewood, seconded by Cllr Paterson and agreed that the quotation from Men in Sheds to refurbish the noticeboard be approved at a cost of £500.

9. Primary School

Cllr Hughes had attended a finance meeting and that positive intake numbers were expected next year.

10. Members Information

Cllr Walters requested an update on the Tile Farm planning appeal. Cllr Walters noted that there had been a number of badger deaths on Station Lane, that did not appear to have been caused by vehicles.

Cllr Paterson noted that CWAC now appear to cut grass monthly and reported an overhanging tree on Oaklands. Cllr Paterson reported that the footpath from Oaklands to the Primary School, surface broken.

Cllr Hughes asked if there should be a deadline for applications for the remaining vacant seat. In response to a statement at Public Speaking Time, Cllr Hughes noted that the Council had received an offer of hedge cutting on Guilden Sutton Lane, the Clerk would raise this with the new tree officer.

11. Exclusion of the Press and Public

It was proposed by Cllr Littlewood, seconded by Cllr Paterson 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 2039

13. PART 2

Cllr Littlewood updated new members on the latest situation with regards to a planning enforcement matter.

It was agreed that the Clerk would approach the planning officer with regards to disclosing information to the public.

It was noted that professional advice was awaited with regards to damage to a Parish Asset.

Meeting closed at 2107