

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on Wednesday 6th September 2023 at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr D Hughes

Present: Cllr A Davis, Cllr M Littlewood, Cllr P M Paterson, Cllr S Ringstead, Cllr R Whelan

Clerks: M Roberts*, R Ringstead

In attendance: Mr B Lewin, PCSOs Bailey and Netherton, and 5 members of the public

1. Procedural Matters

(a) Apologies

Apologies were received and accepted from Cllr D Walters.

(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 12th July 2023.

It was proposed by Cllr Davis, seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 12th July 2023 be agreed as a true record of the meeting.

(d) Dates of future meetings.

4th October

1st November

6th December

2. Community Engagement/Communications

(a) Visiting Members

There were no visiting members.

(b) Visiting Officers

Mr Lewin noted that most footpaths were in good condition but there was concern with the overgrowth with the footpath at the rear of Oaklands.

Mr Lewin reported that there had been a near miss with regards to a fallen branch in the village to which CWAC had responded to quickly.

PCSO Bailey reported that there had been a number of burglaries in other villages in the rural Chester area. It was reported that new operating guidelines have been implemented for Community Speedwatch and these would be circulated. PCSO Bailey would attend the Remembrance Day service.

(c) Public Speaking

Mr M Peacock referred to the proposal for a footpath along Station Lane, and felt that the first 100 metres proved the greatest risk in terms of pedestrian safety.

A member of the public noted that there had been a near miss at the site earlier in the day.

Mr Lewin noted that there were increasing incidents of inconsiderate parking on Oaklands.

(d) Correspondence

Correspondence had been received with regards to:

An overgrown verge (resolved)

Station Lane Footpath proposal

The local bus service

Nettle growth at Fox Cover

Growth in gutters on Oaklands

Parking

Weeds at the Railway bridge

Football nets at the Old School Field

Ragwort on the Greenway

Vegetation overgrowing a footpath

Grit Boxes

Event planning

(e) Surgery

Cllr Davis reported that he and Cllr Walters had attended the recent surgery. A resident had raised concerns with regards to parking on Oaklands, overgrowth on Guilden Sutton Lane and loose paving on Heath Bank.

It was agreed that Cllrs Littlewood and Davis would preside at the surgery to be held on 30th September.

(f) Communications

Cllr Littlewood reported that a draft newsletter had been developed.

It was agreed that an open forum would be held in November to consider ideas for the 2024-25 budget.

(g) Support Group

Cllr Littlewood had reported that the summer had been relatively quiet but some concerns had been raised with regards to cold calling.

(h) Sustainability

Cllr Whelan reported that the sustainability group had communicated by correspondence.

3. Open Spaces

(a) Guilden Sutton Greenspace

The Clerk reported that an invoice had been received with regards to some works, and these would

be deducted from the Year 3 grant.

(b) Wildflower Garden

Cllr Paterson reported that a report had been received from Mrs Proctor.

(c) Old School Field

The Clerk reported that the works at the Old School Field had been completed. A number of remedial works had been suggested which would be considered in due course following advice from ChALC.

(d) Section 106 monies

Cllr Whelan had reported that drainage searches had been completed. Details of potential contractors had been obtained and consultations would be booked.

(e) Dog fouling

Cllr Littlewood reported that a number of signs had been installed with the support of Cllr Davis.

4. Transport and Highways

(a) Public Transport

It was noted that the open forum had taken place at which a number of ideas had been shared. It was agreed that approaches would be made to other Councils in the area to see if any collaboration for community led transport was possible.

(b) Footpath Station Lane

It was proposed by Cllr Hughes, seconded by Cllr Davis and agreed that the working group had the Councils support in principle to progress the installation of a permissive footpath on Station Lane.

(c) Community Speedwatch

Cllr Littlewood reported changes to the Speedwatch working procedures were expected after which point the group could reconvene.

(d) Grit Box

Cllr Littlewood reported that discussions were ongoing. The Community Association had offered materials in order to build a bespoke box.

(e) A55

It was noted a volunteer had started work in the area, the Clerk would approach the volunteer to offer out-of-pocket expenses, and give the Council's thanks.

5. Planning

(a) New applications:

23/02244/FUL	Newhall Rise School Lane First floor side extension to create new bedroom and stairwell, single storey front extensions, side porch extension to include new canopy. window alterations and replacement/new windows, creation of first floor side balcony,	DH/SR NO OBJECTION
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	replacement of existing rear balcony. Partial replacement roof to include solar panels and rooflights, cladding to all external elevations (ground and first floor).	
23/02270/FUL	3 Wood Croft Demolition of the existing conservatory, erection of single storey side extension, alterations to existing openings	AD/TP NO OBJECTION

(b) Awaiting Decision:

23/01730/FUL	Land At Belle Vue Lane Erection of detached bungalow with associated landscaping works	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:

There were no new decision notices.

(d) Neighbourhood Plan

Cllr Paterson reported that it had not been possible to arrange a meeting over the summer. A landowner had been in contact to discuss the plan.

6. Village Green

(a) Consideration of a proposal to lease land for seating.

Cllr Littlewood updated new Councillors on progress to date. Councillors felt that the likely costs involved would not be an appropriate use of public funds. It was agreed that alternative solutions would be explored.

7. Finance

(a) Insurance Quote 2023-24

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that the Council accept the quote of £1,775.77 obtained by the insurance broker for the Council’s insurance for 12 months from 1st October. The policy will be held by Hiscox. The Council noted that a £50.00 brokerage fee was also due.

(b) Income:

Scottish Widows 1 Interest	£44.93
Scottish Widows 2 Interest	£6.65

(c) Payments:

M Roberts (Website)	£8.40	(inc. £1.40 VAT)
M Roberts (Phone Bill)	£14.00	(inc. £2.51 VAT)
R G Groundwork (Grounds Maintenance)	£1,982.00	(no VAT)
M Roberts (Zoom)	£15.59	(inc. £1.60 VAT)

B Lewin (Website)	£97.09	(inc. £16.20 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00	(inc. £39.00 VAT)
Botanica Landscapes Ltd (Grounds Maint)	£240.00	(inc. £40.00 VAT)
M Roberts (Website)	£8.40	(inc. £1.40 VAT)
M Roberts (Salary)	At agreed rate	(no VAT)
R Ringstead (Salary)	At agreed rate	(no VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00	(inc. £39.00 VAT)
Botanica Landscapes Ltd (Grounds Maint)	£240.00	(inc. £40.00 VAT)
A J Gallagher (Insurance Premium)	£1,825.77	(no VAT)
M Roberts (Defibrillator supplies)	£466.80	(inc. £77.80 VAT)
Man Coed VM Ltd (GreenSpace Works)	£1986.00	(inc. £331.00 VAT)
M Roberts (Zoom)	£15.59	(inc. £1.60 VAT)
M Roberts (Phone Bill)	£15.10	(inc. £2.33 VAT)
PKF Littlejohn (External Audit)	£252.00	(inc. £42.00 VAT)
M Roberts (Stationery)	£2.49	(inc. £0.41 VAT)

(d) Balances:

Co-Operative Current Account	£18,914.62
Co-Operative Deposit Account	£70,431.74
Scottish Widows Business Fund 1	£19,556.84
Scottish Widows Business Fund 2	£4,254.90

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 payments and Cllr Paterson would authorise.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was noted that the Section 115e application had been approved by highways and would proceed to public consultation in September.

The refurbished noticeboard had been installed.

9. Primary School

Cllr Hughes reported that he had been invited to the Year 6 leavers' service. The book tokens provided by the Parish Council had been mentioned in the event program and had received a mention from the Headteacher.

10. Remembrance Sunday

The Clerk had submitted an event plan to Cheshire West and Chester Council for the memorial event and associated road closure. Amberon TM had again been contacted in order to service the road closure.

It was agreed that, per tradition, the Chairman would undertake the readings at St John's and at the memorial service.

It was agreed that lamppost poppies would be displayed again this year. It was proposed by Cllr Paterson, seconded by Cllr Littlewood and agreed that a further 20 lamppost poppies would be ordered.

11. Defibrillators

The Clerk reported that the Hare Lane defibrillator had required replacement battery during August. The emergency expenditure had been authorised by the Audit and Governance Group. It was noted that the Council previously had a maintenance plan with an organisation that was no longer trading. It was noted that the Council would need to take responsibility for maintaining the equipment going forward.

The Hare Lane and Village Hall defibrillators both required replacement pads at the end of September. Due to the shortage of electrical parts, it was noted that delays were anticipated. The Clerk had received advice that expired pads should still be used in an emergency and were serviceable for several months beyond their listed expiry date.

12. Members Information

Cllr Paterson noted that 20MPH speed limits were to be enforced in Wales from 17th September. These changes would not necessarily be signed.

Cllr Paterson reported that a tree on The Dell had fallen and another on Oaklands for which debris was still in situ.

Cllr Paterson reported that 6th February 2024 was the 80th anniversary of D Day.

Ms Ringstead reported that Upton PC had been in touch to request information on Event planning and had been referred to the Fete Committee.

Cllr Davis was concerned that a member of the public had been struck off the register for the Dental Surgery and asked if the Council could provide support.

Cllr Hughes was concerned about the speed of private contractor vehicles through the Village.

Cllr Whelan reported recent utilities work should be completed by the end of the

Cllr Hughes enquired as to the sale of land close to Hoole Hall.

Cllr Hughes asked that the volunteer be thanked for their work on the A55 hedgerow.

Meeting closed at 2111.