

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on 6th March 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr D Hughes

Present: Cllr A Davis, Cllr P M Paterson, Cllr V Roberts, Cllr R Whelan

Clerk: Mr M Roberts

In attendance: Mrs V Downing, Mr B Lewin and two members of the public.

MOTION: The Chairman reported the recent passing of former Councillor David Kane. Mr Kane's contributions as a Councillor were noted and members stood as a mark of respect.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllrs Littlewood and Ringstead

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 7th February 2024.

It was proposed by Cllr Davis seconded by Cllr Paterson and agreed that the minutes of the ordinary meeting held on 7th February 2024 be agreed as a true record of the meeting.

(e) Dates of future meetings.

3 rd April	Annual Parish Meeting
1 st May (Annual)	Q4 Audit
5 th June	Open Forum
17 th July *	Q1 Audit
4 th September	Communications Group
2 nd October	Open Forum (Budget)
6 th November	Q2 Audit
4 th December	Open Forum

2. Community Engagement/Communications

(a) Visiting members' speaking time

None

(b) Visiting officers' speaking time

Mr Lewin reported a fallen tree in the Summerfield House area.

(c) Public Speaking Time

None.

(d) To receive a report concerning recent Public Correspondence.
None.

(e) To receive a report from Councillors presiding at the recent Surgery
Cllrs Davis and Paterson reported that a resident had enquired with regards to the new bus timetable. It was agreed that Cllrs Davis and Roberts would preside at the next surgery on 30th March.

(f) To receive a report from the Communications sub-committee
It was agreed that the Council would order business cards to aid communication with residents, particularly at the regular surgeries.

(g) To receive a report from the Support Group
Nothing further.

(h) To consider matters regarding sustainability
Cllr Whelan reported that an initial group meeting had taken place. Cllr Whelan noted an intention to start a social media page.

3. Open Spaces

(a) Guilden Sutton GreenSpace
Nothing further.

(b) Wildflower Garden LAMA agreement
The response from CWAC was noted. It was agreed that the LAMA could be signed subject to successful agreement of any dispute resolution processes.

(c) Old School Field
Cllr Whelan reported that a meeting would be arranged with a nearby resident.

(d) Play Area Extension and S106 monies
A discussion took place with regards to signage and a quotation was being obtained to install matting in the future.

It was proposed by Cllr Davis, seconded by Cllr Hughes and agreed that Cllr Whelan would be authorised to secure signage up to the amount of £50.

The Clerk reported that the new installation would need to be insured, and a quote had been received in the region of £50 to cover the Council until the annual renewal in October. It was proposed by Cllr Hughes, seconded by Cllr Whelan and agreed that the additional premium could be paid on receipt of a formal quote.

(e) Dog fouling
Nothing further.

(f) Hilltop Road area
Nothing further.

4. Transport and Highways

(a) To receive an update on Public Transport issues and recent survey

Cllr Paterson reported that the new Saturday service had been very well received. 14 people had taken one service on the day. Cllr Paterson noted thanks to Cllr Ringstead for her work with regards to liaison with CCA, production of the survey and campaigning on the matter.

The survey results had been computed and analysed in order to produce a report which could help to secure funding for maintenance and expansion of the service.

(b) To receive an update from Councillors involved in the footpath working group.

A working group meeting would be arranged.

(c) To receive an update on Community Speedwatch

It was reported that PCSO Bailey was no longer working in the Parish and that PC Hughes had been contacted to see if further training could be arranged.

5. Planning

(a) New applications:

None

(b) Awaiting Decision:

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
24/00019/FUL	3 The Stables Erection of wooden cabin within rear garden	NO OBJECTION

(c) Decision Notices:

None

d) Neighbourhood Plan.

Cllr Paterson reported on further progress.

6. Village Green

Nothing further.

7. Finance

(a) To note recent items of income

None

(b) To approve recent items of spending

Botanica Landscapes (Grounds Maintenance)	£240.00	(inc. £40.00 VAT)
Botanica Landscapes (Lengthsman)	£234.00	(inc. £39.00 VAT)

M Roberts (Salary)	At agreed rate	(no VAT)
R Ringstead (Salary)	At agreed rate	(no VAT)
M Roberts (Website)	£9.00	(inc. £1.50 VAT)
Pentagon Sport Limited (Trim Trail)	£16,512.00	(inc. £2,752.00 VAT)
Information Commissioner (Registration)	£35.00	(no VAT)
M Roberts (Phone Bill)	£15.10	(inc £2.51 VAT)
ChALC (Training)	£25.00	(no VAT)
M Roberts (Zoom)	£15.59	(inc £2.60 VAT)
Pentagon Sport Limited (Seating)	£1,068.00	(inc. £178.00 VAT)

(c) To approve updated account balances

Co-Operative Current Account	£1,214.78
Co-Operative Deposit Account	£70,917.64
Scottish Widows Business Fund 1	£19,700.49
Scottish Widows Business Fund 2	£4,286.15

It was proposed by Cllr Paterson, seconded by Cllr Whelan 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.

(d) To discuss arrangements for the Grounds Maintenance contract for 2024-25

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that Botanica Landscapes Ltd be appointed to carry out lengthsman duties in the Parish until 31st March 2026.

(e) Appointment of an internal auditor

It was proposed by Cllr Roberts, seconded by Cllr Paterson and agreed that Mr Robert Wilkinson be appointed to act as the Council's internal auditor for 2023/24.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was noted that the public consultation for seating had been placed on 16th February.

9. Primary School

Cllr Hughes reported having visited the Primary School in his capacity as Governor.

10. Members Information

Cllr Whelan reported having received correspondence with regards to the restricted byway.

11. Exclusion of the Press and Public

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that members of the press and public would be excluded in order that the Council discuss urgent exempt items under the Local Government Act 1972.

12. Part Two

(a) Planning Enforcement

Cllrs Davis and Paterson had visited a resident regarding development concerns. It was agreed that referrals would be made to the planning department of Cheshire West and Chester Council with regards to this and a further potential change of use matter.

Meeting closed: 2050
