

GULDEN SUTTON PARISH COUNCIL

Minutes of the Annual Meeting of Guilden Sutton Parish Council held on 1st May 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr D Hughes

Present: Cllr M Littlewood, Cllr P Paterson, Cllr S Ringstead, Cllr V Roberts, Cllr R Whelan

Clerk: Mr M Roberts

In attendance: Mr B Lewin, and one member of the public.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr Davis.

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

Cllr Hughes reported that a seat had become vacant by virtue of a member having not attended a meeting in the last 6 months. It was proposed by Cllr Hughes, seconded by Cllr Ringstead and agreed that the Council declare a vacancy in the office of Councillor and that the Clerk would inform the returning officer.

(b) Election of a Chairman for the 2024-25 municipal year.

It was proposed by Cllr Paterson, seconded by Cllr Littlewood and agreed that Cllr Ringstead would be elected Chairman for the coming year. Cllr Ringstead duly accepted office.

Cllr Ringstead in the Chair.

Cllr Ringstead congratulated the outgoing Chairman on a successful year where a number of long-term projects had come to fruition.

(c) Vice Chairman

It was proposed by Cllr Hughes, seconded by Cllr Whelan and agreed that Cllr Davis be elected Vice Chairman for the coming year. The Clerk would contact Cllr Davis to confirm he is happy to accept office.

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

(e) Committees

Employment Committee – Cllrs Hughes, Paterson, Ringstead (Cllr Davis as an alternate member)

Finance Committee – Cllr Hughes, Cllr Ringstead, Cllr Paterson

GSGS Steering Group – Cllrs Hughes, Littlewood

Neighbourhood Plan – Cllrs Paterson, Ringstead and Whelan

Public Transport – Cllr Ringstead

Tree Warden – Cllr Whelan

SID and Speed Representative – Cllr Littlewood, Cllr Roberts

Footpaths – Mr B Lewin

Communications, community website and Facebook – Cllrs Littlewood, Ringstead and Whelan, Mr Lewin, the Assistant Clerk

Police Liaison Officer – Cllr Littlewood
Sustainability Lead – Cllr Whelan
Advisory Officer – Mrs S Proctor

(f) Confirmation of the minutes of the Ordinary meeting held 3rd April 2024.
It was proposed by Cllr Paterson seconded by Cllr Littlewood and agreed that the minutes of the ordinary meeting held on 3rd April 2024 be agreed as a true record of the meeting.

(g) Dates of future meetings.

12 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

Councillors confirmed that the June meeting would move from the 5th June to 12th June.

2. Community Engagement/Communications

(a) Visiting members' speaking time

There were no visiting members.

(b) Visiting officers' speaking time

Mr Lewin referred to having inspected most footpaths in the Parish, and had arranged the removal of a fallen tree on the Green Lane. Flooding had continued to be an issue.

(c) Public Speaking Time.

Mr Lewin was pleased that the appointment of a tree officer had been confirmed and raised the issue of several dangerous trees within the area including a fallen tree in the grounds of Summerfield House.

(d) To receive a report concerning recent Public Correspondence.

Correspondence had been received regarding:

A Change of use application

Flooding

Grant applications from the Primary School~

The Village Green Group

It was confirmed that the Clerk would invite a member of the CWAC Highways team to the next Open Forum meeting. Cllr Littlewood would provide the Clerk with a contact.

(e) To receive a report from Councillors presiding at the recent Surgery

Cllr Littlewood reported that issues had been raised regarding:

Planning enforcement

Play equipment

Gutter cleaning

Overgrown trees

It was agreed that Cllrs Ringstead and Whelan would preside at the next surgery on 1st June.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that the latest newsletter had been produced. Cllr Littlewood noted with sadness that Deva Print, who had produced the newsletter for many years, had ceased trading.

It was suggested that if a positive response was received from Highways, flooding could be considered as the topic for the next Open Forum.

(g) To receive a report from the Support Group

Cllr Littlewood reported that evidence regarding recent flooding had been gathered. In addition, an electrical fire had been reported.

(h) To consider matters regarding sustainability

Cllr Whelan reported that a number of meetings had taken place with regards to sustainability. Potential sites for additional wildflower areas in the Parish were discussed.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Nothing further.

(b) Wildflower Garden LAMA agreement

It was proposed by Cllr Paterson, seconded by Cllr Ringstead and agreed that the Wildflower group would be authorised to incur additional spending of £2,500 subject to agreement of the LAMA. It was noted that these funds would be remitted to the Council, and would be held on behalf of the Wildflower group. It was further noted that this sum does not form part of the budget or precept, as it was raised from the Wildflower groups' crowdfunding efforts.

(c) Old School Field

Cllr Whelan would purchase deeds for the Old School Field to determine ownership of the party wall.

(d) Play Area Extension and S106 monies

Cllr Whelan reported that the sign at the Trim Trail had been stolen. It was proposed by Cllr Whelan, seconded by Cllr Paterson and agreed to authorise expenditure of up to £65 for 3 signs, including one to prevent climbing on the grit box.

(e) Dog fouling

Nothing further.

(f) Noticeboard

Cllr Ringstead reported that the main noticeboard is still out of action. Men in Sheds had relocated premises and therefore repairs could not commence until around the end of May.

4. Transport and Highways

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

Cllr Ringstead noted that the results of the questionnaire had been sent to CWAC, who had indicated favourably over the high response rate.

Cheshire Community Action had also been sent the questionnaire but specific numbers would need to be demonstrated in terms of negotiating with providers. It was noted the fete may provide an

ideal time to obtain this information.

(b) To receive an update from Councillors involved in the footpath working group.
Nothing further.

(c) To receive an update on Community Speedwatch
Cllr Littlewood reported that a meeting had taken place with the interim PCSO.

5. Planning

(a) New applications:

24/00806/FUL	86 Oaklands Single storey rear extension	Extension agreed to 8 th May
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(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
24/00444/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	OBJECTION

(c) Decision Notices:
None

d) Neighbourhood Plan.

Cllr Paterson reported that there was an opportunity for a drone and operator to attend and take aerial pictures for the Neighbourhood plan. Hook’s Wood and the Primary School were considered as potential options.

6. Village Green

Nothing further.

7. Finance

(a) To note recent items of income

Precept	£24,852.00
Bank Interest (Co-Operative Deposit Account)	£553.85

(b) To approve recent items of spending:

M Roberts (Phone Bill)	£16.20	(inc. VAT)
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M Roberts (Website)	£23.40	(inc. £3.90 VAT)
Autela Payroll Services (Payroll)	£73.73	(inc. £12.29 VAT)
HMRC (Payroll)	£136.60	(no VAT)
M Roberts (Salary)	At agreed rate	(no VAT)
R Ringstead (Salary)	At agreed rate	(no VAT)
M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)
Botanica Landscapes (Grounds Maintenance)	£312.00	(inc. £52.00 VAT)
Botanica Landscapes (Lengthsman)	£234.00	(inc. £39.00 VAT)
M Littlewood (Deva Print)	£65.00	(no VAT)

(c) To approve updated account balances

Co-Operative Current Account	£23,129.13
Co-Operative Deposit Account	£53,553.85
Scottish Widows Business Fund 1	£19,700.49
Scottish Widows Business Fund 2	£4,286.15

It was agreed that the Clerk would transfer the sum of £16,446.15 to the deposit account pending the receipt of S106 monies and the VAT rebate in order to reinstate the balance to £70,000.

It was proposed by Cllr Hughes, seconded by Cllr Ringstead 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) Audit Process 2023-24

Cllr Hughes thanked the Clerk for completing the end of year process, and it was noted that the Annual Return would be dealt with at the next meeting.

8. Grounds Maintenance

(a) Hare Lane Village Green

The Clerk reported that public consultation had concluded and the report was awaited from the relevant officer.

(b) Summerfield House Tree

Clerk reported as to the Councils legal position. It was agreed that the Clerk would make enquiries as to the actions taken to date by the adversely affected landowner.

9. Primary School

Cllr Hughes reported that the Year 6 teacher had suggested a list of 10 books for pupils to chose from. A list would be provided and it was agreed that the Clerk would place the order when available.

Cllr Whelan reported that the school had made an initial enquiry with regards to funding two items of expenditure. Cllr Hughes noted that such expenditure would require the completion of a grant form.

10. Members Information

Cllr Hughes noted a tree at the junction of School Lane and Oaklands was causing an obstruction. Previously highways had reduced risings and it was enquired as to whether this could be requested again.

Cllr Roberts noted a concern with regards to dropped kerbs in a public area.

Cllr Paterson reported that the grass had been cut but strimming had not taken place. The condition of the footpath alongside the school was raised.

11. Exclusion of the Press and Public

It was proposed by Cllr Paterson, seconded by Cllr Hughes 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

Cllr Paterson raised a potential breach of permitted development.

Cllr Littlewood that the Borough Council were preparing to take action on an enforcement notice.

Cllr Roberts reported that an enforcement officer has been assigned to another development in the Village.

Meeting closed at 2112.

GULDEN SUTTON PARISH COUNCIL

Minutes an Ordinary Meeting of Guilden Sutton Parish Council held on 12th June 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr D Hughes, Cllr M Littlewood, Cllr V Roberts, Cllr R Whelan

Clerk: Mr M Roberts

In attendance: Mr B Lewin and 5 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr Paterson.

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

Cllrs Hughes and Littlewood as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member 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 Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Annual meeting held 1st May 2024.

It was proposed by Cllr Whelan seconded by Cllr Roberts and agreed that the minutes of the annual meeting held on 1st May 2024 be agreed as a true record of the meeting.

(d) Dates of future meetings.

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

(e) Model Financial Regulations

The Clerk reported that new Model Financial Regulations had been circulated by NALC reflecting recent legislative changes. It was noted that these would be reviewed by the Audit and Governance group ahead of a recommendation being made to the Council.

(f) Vacancy in the office of Councillor

The Clerk reported that the statutory notices had been placed, and an outcome was awaited from CWAC.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None.

(b) Visiting officers' speaking time

Mr Lewin reported that a number of footpaths were overgrown and would be attended to.

(c) Public Speaking Time

Mr Norrie asked if the Wildflower Garden LAMA had been signed, and whether the Village Hall hire agreement had been considered.

Mr Lewin asked with regards to overgrown land at Hilltop Road.

(d) To receive a report concerning recent Public Correspondence.

Correspondence had been received regarding:

- Wicker Lane
- A fire at a commercial premises
- Pipers Ash Village Green
- The Wildflower Garden
- Station Lane Footpath
- Road Markings at School Lane/Church Lane/Wicker Lane junctions
- The footpath adjacent to the A55 bridge
- Commercial tenancies
- Flooding
- Potholes, particularly on Belle Vue Lane

(e) To receive a report from Councillors presiding at the recent Surgery

Cllr Ringstead and Whelan reported that a resident had raised the possibility of a bus service on a Sunday.

It was agreed that Cllrs Roberts and Ringstead would preside at the surgery to be held on Sunday 14th July at 10am.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that a newsletter would be produced and delivered following the conclusion of the pre-election period.

(g) To receive a report from the Support Group

Cllr Littlewood reported that help had been secured with the delivery of leaflets for the art exhibition, circulating information with regards to road closures.

(h) To consider matters regarding sustainability

Cllr Whelan reported that conversations had been held with a number of stakeholders, considering the action taken by other Councils. A draft environmental sustainability policy has been drawn up and would be circulated to members for consideration.

(i) Grant Applications

It was proposed by Cllr Ringstead and seconded by Cllr Hughes that the Council would award a grant of £1000 towards a storage unit. Following a discussion Cllr Ringstead, as proposer, withdrew the original motion. It was proposed by Cllr Ringstead, seconded by Cllr Davis and agreed that a grant of £1,200 should be awarded, with 5 votes in favour and 1 abstention.

(ii) It was proposed by Cllr Ringstead, seconded by Cllr Roberts and agreed that a grant of £500 be paid towards the School Courtyard refurbishment.

3. Open Spaces

(a) Guilden Sutton GreenSpace

The Clerk reported that an update regarding the financial position had been provided to the Wildflower Group, the Clerk and Cllr Davis would seek to meet with a group organiser to discuss plans for the coming year.

(b) Wildflower Garden LAMA agreement

It was reported that the Chairman and Clerk had met to sign the agreement on behalf of the Council, and that execution by CWAC was awaited.

(c) Old School Field

Cllr Whelan reported that the wall to the left of the field appeared to be a party wall. It was agreed that the Clerk would obtain quotes with regards to required repairs to the gatepost, and that the landlord would be informed that this was being investigated.

(d) Dog fouling

Cllr Roberts suggested that initiatives with the school could be considered.

(e) Noticeboard

Cllr Ringstead reported that Men in Sheds had estimated that repairs should be completed by mid-July.

(f) Parish Car Park

A quote had been received to remove growth from around aerial cabling in the Car Park area. Cllr Hughes noted that previously, the utility companies had maintained this. The Clerk would make further enquiries.

Cllr Whelan reported having had conversations with regards to the land adjacent to Hilltop Road. A quote would be needed to trim and spray the land in the autumn.

A discussion took place with regards to the examination of privately owned trees in the Village.

4. Transport and Highways

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

Cllr Ringstead reported that an exercise would be carried out at the fete.

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

Cllrs Littlewood and Ringstead would continue to engage with the relevant landowner.

(c) To receive an update on Community Speedwatch

Cllr Littlewood reported that a session had been organised, and two new volunteers had been trained.

5. Planning

(a) New applications:

24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION
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(b) Awaiting Decision:

23/00017/ENF	Tile Farm, Wicker Lane Without planning permission a material change of use	OBJECTION
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	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”].	
24/00806/FUL	86 Oaklands Single storey rear extension	NO OBJECTION

(c) Decision Notices:

24/00019/FUL	3 The Stables Erection of wooden cabin within rear garden	APPROVED
24/00444/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	REFUSED

d) Neighbourhood Plan.

Cllr Ringstead reported positive progress and community engagement would take place at the fete.

6. Village Green

It was noted that the Village Green Group had disbanded and a letter of thanks would be sent with regards to the contribution to Village life.

7. Finance

(a) To note recent items of income

Bank Interest (Scottish Widows 1)	£75.69
Bank Interest (Scottish Widows 2)	£16.47
Section 106 Monies	£9,414.00
VAT Refund	£4,513.87

(b) To approve recent items of spending:

M Roberts (Zoom)	£15.59 (inc. £2.60 VAT)
M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
M Roberts (Salary)	At agreed rate (no VAT)
R Ringstead (Salary)	At agreed rate (no VAT)
HMRC (Payroll)	£136.80 (no VAT)
M Roberts (Printer)	£159.98 (inc. £26.66 VAT)
R Whelan (Land Registry Searches)	£6.00 (no VAT)
R Whelan (Signage)	£29.65 (inc. £4.94 VAT)
R Whelan (Signage)	£14.55 (inc. £2.43 VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
M Roberts (Defibrillator Supplies)	£356.40 (inc. £59.40 VAT)
M Roberts (Stationery)	£2.61 (inc. £0.44 VAT)
M Roberts (Stationery)	£2.49 (inc. £0.42 VAT)
M Roberts (Postage)	£12.20 (no VAT)

M Roberts (Zoom)	£15.59 (inc. £2.60 VAT)
M Roberts (Y6 Books)	£224.09 (no VAT)
M Roberts (June Salary)*	At agreed rate (no VAT)
R Ringstead (June Salary)*	At agreed rate (no VAT)
HMRC (Payroll) *	£136.80 (no VAT)
M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
B Lewin (Community Website)	£106.68 (inc. £17.80 VAT)

* Payments to be post-dated to 28/06 in line with HMRC guidance.

(c) To approve updated account balances

Co-Operative Current Account	£19,086.78
Co-Operative Deposit Account	£70,000.00
Scottish Widows Business Fund 1	£19,776.18
Scottish Widows Business Fund 2	£4,302.62

It was proposed by Cllr Ringstead, seconded by Cllr Whelan and agreed that the above listed payments would be made and balances be approved. The Clerk would process and Cllr Hughes would authorise.

(d) Audit Process 2023-24

The Internal Audit report for 2023/24 was noted.

The Clerk read the Annual Governance Statements to the Council. It was proposed by Cllr Ringstead, seconded by Cllr Hughes and agreed that the Annual Governance Statement would be answered 'Yes' to questions 1-8 and 'N/a' to question 9.

(e) Accounting Statements 2023/24

The Clerk presented the Accounting Statement and supporting information to the Council. It was proposed by Cllr Ringstead, seconded by Cllr Hughes and agreed that the Accounting Statements for 2023/24 would be agreed.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was proposed by Cllr Ringstead, seconded by Cllr Littlewood and agreed that the street furniture licence would be signed. The Clerk reported the willingness of volunteers to carry out some of the groundwork subject to feasibility.

Cllr Littlewood noted the overhanging branches on A55 underpass. The Clerk advised that this would need to be reported to the Highways authority via 'Report-It'.

9. Primary School

Cllr Hughes reported that the books had been ordered for the departing Year 6 pupils and had been achieved well within budget. It was agreed that a handwritten note would be inserted.

10. Members Information

Cllr Littlewood noted that a gift had been produced for the resident who has maintained the war memorial garden for many years. A letter would be written to those involved with producing the gift.

11. Exclusion of the Press and Public

It was proposed by Cllr Ringstead, seconded by Cllr Whelan 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

It was agreed that Cllrs Davis and Whelan, along with the Chairman if available, would attend a site meeting with Wicker Lane landowners.

It was noted that in case of fire, the best approach is to dial 101 or 999 (in an emergency), rather than the Parish Council in the first instance. A report would be sent to the Environment Agency.

Cllr Whelan and The Clerk reported with regards to ROSPA inspections. Dissatisfaction was noted with regards to the existing contractor. Cllr Whelan would obtain additional quotes.

Meeting closed at 22:10

12. Part Two (for publication)

It was agreed that Cllrs Davis and Whelan, along with the Chairman if available, would attend a site meeting.

It was noted that in case of a suspicious fire, the best approach is to dial 101 or 999 (in an emergency), rather than the Parish Council in the first instance, in order to ensure any evidence can be obtained by the authorities. A report would be sent to the Environment Agency.

Cllr Whelan and The Clerk reported with regards to ROSPA inspections. Cllr Whelan would obtain additional quotes.

Meeting closed at 22:10

GUILDEN SUTTON PARISH COUNCIL

Minutes of an Extraordinary Meeting of Guilden Sutton Parish Council held on 1st July 2024, at 8PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr D Hughes, Cllr V Roberts, Cllr R Whelan

Clerk: Mr M Roberts

In attendance: 3 members of the public.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllrs Littlewood and Paterson.

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

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

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association and Guilden Sutton Fete Committee.

Cllr Hughes as a governor of Guilden Sutton Primary School.

2. Community Engagement/Communications

(a) Public Speaking Time

None

3. Storage Unit

Cllr Whelan circulated a draft agreement for the installation of a storage unit at the Primary School, along with a quotation from a local firm for the installation.

Cllr Whelan confirmed grants totalling £2,200 had been secured from the Community Association and Fete Committee.

Cllr Davis enquired as to the inclusion of the Parish Council, as the owner of the unit, on the formal agreement. It was agreed in principle that this would need to be considered, but this would only need to be completed prior to the commencement of construction.

It was proposed by Cllr Ringstead, seconded by Cllr Hughes and agreed that the Parish Council agree to the expenditure of £3,400 + VAT in respect of the installation of the storage unit subject to the receipt of grant funding from the prior noted organisations, that the Council vacates the previous decision to award a grant of £1,200 to the Community Association in respect of purchasing its own storage unit and that an interim payment of £2,040 (including £340 VAT) would be made to the approved contractor.

It was noted that the Clerk would seek a quote from the Council's insurer in respect of the new installation.

4. Members Information Items

The Clerk reported that the Fox Cover LAMA agreement had been signed and notarised by CWAC. It was noted that interim financial arrangements were already in place and the relevant actions could now be taken by the Wildflower group.

Meeting closed at 20:25

GULDEN SUTTON PARISH COUNCIL

Minutes of an Ordinary Meeting of Guilden Sutton Parish Council held on 17th July 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr D Hughes, Cllr M Littlewood, Cllr P M Paterson, Cllr R Whelan

Clerk: Mr M Roberts

In attendance: Mr B Lewin and 4 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr V Roberts.

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

Cllrs Hughes and Littlewood as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member 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 Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 12th June 2024.

It was proposed by Cllr Davis seconded by Cllr Whelan and agreed that the minutes of the ordinary meeting held on 12th June 2024 be agreed as a true record of the meeting.

(d) Confirmation of the minutes of the Extraordinary meeting held 1st July 2024.

It was proposed by Cllr Davis seconded by Cllr Whelan and agreed that the minutes of the extraordinary meeting held on 1st July 2024 be agreed as a true record of the meeting.

(e) Dates of future meetings.

4 th September	Communications Group
2 nd October	Open Forum (Budget)
6 th November	Q2 Audit
4 th December	Open Forum

(f) Model Financial Regulations

The Chairman confirmed this would be considered at the next meeting.

(g) Vacancy in the office of Councillor

The Chairman reported that no by-election had been called and therefore the Council was able to co-opt a new member. A deadline would be set for applications to be considered at the September meeting.

The Chairman reported that Mike Amesbury had been elected as the Member of Parliament for Runcorn and Helsby. The Council had written to congratulate him on his election and was pleased that an invitation to attend the Parish had been received positively.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None

(b) Visiting officers' speaking time

Mr Lewin reported that footpaths were starting to become overgrown and the help of volunteers would be sought in maintaining and strimming public areas. A number of concerns had been raised with regards to overgrown verges impeding the view of oncoming traffic in a number of areas.

(c) Public Speaking Time

Mr Lewin raised concerns with regards to growth on road edges.

A member of the public raised concerns with regards to parking, the quality and frequency of grass cutting and other grounds maintenance particularly relating to the highway. Concerns were raised with regards to households using pebbles on driveways that then spill onto the highway.

Mr Lewin mentioned the Neighbourhood Plan and had been pleased to see activity at the fete. It was asked whether the plan would be reconsidered in light of the Kings Speech.

(d) To receive a report concerning recent Public Correspondence.

There was no new correspondence.

(e) To receive a report from Councillors presiding at the recent Surgery

The Chairman reported that there were no new items raised.

It was confirmed that Cllrs Davis and Paterson would preside at the next surgery on 31st August.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that the Council's new business cards had been issued. It was reported that a draft newsletter was in progress. Dog fouling, a survey on the use of noticeboards, the bus service, resident's voice from the Police and co-option were items for inclusion. In light of public comments at the meeting, trees, hedges and verges would also be included.

(g) To receive a report from the Support Group

Cllr Littlewood reported that the group had supported with lost dogs, road closures and setting up for the fete.

(h) To consider matters regarding sustainability

Cllr Whelan had circulated a draft sustainability policy. It was agreed that comments would be taken on board and the policy could be agreed at the next meeting.

(i) Cheshire Community Action

It was proposed by Cllr Hughes, seconded by Cllr Ringsread and agreed that the Council would renew membership of CCA at a cost of £50.

(j) Community Association

Cllr Whelan reported that the nominal charge had been discussed by the Community Association, and it was noted that this was deemed to be an acknowledgement of the terms and conditions of hire.

It was proposed by Cllr Paterson, seconded by Cllr Davis and agreed that the Council would accept the terms of hire.

3. Open Spaces

(a) Guilden Sutton GreenSpace

The Clerk and Cllr Davis reported that a meeting had taken place. It was felt at present that the GreenSpace group had sufficient reserves and it would not be necessary to transfer the Y4 grant at the present time.

(b) Wildflower Garden LAMA agreement

The Clerk reported that funds from Spacehive had now been received.

(c) Old School Field

Cllr Davis reported that there appeared to be an issue with regards to a mole infestation. It was agreed that the Clerk would obtain recommendations and quotations from specialists and the finance committee may be able to approve this prior to the next meeting.

The Clerk reported that invitations for quotes for replacement of the gate post had not yet been responded to.

(d) Dog fouling

Cllr Littlewood reported that the matter would be included in the next newsletter.

(e) Hilltop Road Area

Cllr Whelan reported having started some remedial work on the site. It was agreed that the Clerk would seek a quote to skim and spray the land adjacent to Hilltop Road. Cllr Hughes reported that there was a significant growth of nettles in an adjacent area.

(f) Noticeboard

Cllr Ringstead reported that a recommendation had been received to slightly reduce the width of the noticeboard and it was hoped that this would be resolved across the summer.

(g) Parish Car Park

The Clerk noted that the relevant utility company had been identified and would advise of the issue of wires hanging close to trees.

(h) Storage Unit

Cllr Whelan reported that the works had been scheduled. The Council would be paid a grant of £200 by the fete committee towards the balance of the project. Cllr Whelan had circulated a draft agreement however a further meeting would need to take place with stakeholders in order to produce a final draft. A risk assessment would also need to be drawn up.

Cllr Hughes noted that there was a will from the School Governors to reach an agreement.

4. Transport and Highways

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

Cllr Ringstead had carried out a short follow-up survey at the fete, in relation to the new bus service. Cllr Hughes asked with regards to a recent accident at the A41 junction and asked if an update would be available on the proposal for a pedestrian crossing.

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

Cllr Ringstead reported that a response was awaited from a local landowner.

(c) To receive an update on Community Speedwatch

Cllr Littlewood reported that the PCSO had attended the fete and had placed an emphasis on community speedwatch. As a result, a session would be arranged during the summer. There was one volunteer still to be trained.

5. Trees and Hedges

Cllr Whelan had identified a number of trees that may require a survey. 22 trees or groups of trees had been identified and a survey would cost in the region of £500.

Cllr Davis noted that whilst the Parish Council did not own the trees and was not liable, but is in a position to help ensure public safety.

It was proposed by Cllr Davis, seconded by Cllr Littlewood and agreed that Cllr Whelan, as tree officer, be authorised to make the relevant arrangements at a cost of up to £500.

6. 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
24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION

(c) Decision Notices:

24/00806/FUL	86 Oaklands Single storey rear extension	APPROVED
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d) Neighbourhood Plan:

Cllr Paterson reported that the neighbourhood plan group had held a stall at the fete. A further meeting was due to take place on 23rd July. Cllr Paterson had attended a meeting with regards to the Local Plan.

7. Finance

(a) To note recent items of income:

Spacehive Funds (Ringfenced Crowdsourced fund)	£7,379.64
Guilden Sutton Community Association (Grant)	£2,000.00

(b) To approve recent items of spending:

M Roberts (Website)	£11.40	(inc. £1.90 VAT)
S Roberts (Playing Field Rent)	£80.00	(no VAT)
V A Jones (Playing Field Rent)	£80.00	(no VAT) (ch)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00	(inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00	(inc. £39.00 VAT)
MustardPrint (Business Cards)	£54.00	(inc. £9.00 VAT)
M Roberts (Phone Bill)	£16.30	(inc. £2.72 VAT)
M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)
Cheshire Community Action (Membership Renewal)	£50.00	(no VAT)
Guilden Sutton Primary School (Grant)	£500.00	(no VAT)
Paul Proudfoot (Hare Lane Phonebox Repairs)	£233.00	(no VAT)
HMRC (Payroll)	£136.80	(no VAT)
M Roberts (Salary)	£376.96	(no VAT)*
R Ringstead (Salary)	£190.39	(no VAT)*
Autela Payroll Services (Payroll)	£75.05	(inc. £12.51 VAT)
C & R Outdoor Rooms Ltd (Storage Unit Deposit)	£2040.00	(inc. £340.00 VAT)**
C & R Outdoor Rooms Ltd (Storage Unit Balance)	£2040.00	(inc. £340.00 VAT)***
Botanica Landscapes Ltd (Grounds Maintenance July)	£312.00	(inc. £52.00 VAT)*
Botanica Landscapes Ltd (Lengthsman July)	£234.00	(inc. £39.00 VAT)*
M Roberts (Website)	£11.40	(inc. £1.90 VAT)
Robert Wilkinson (Internal Audit)	£75.00	(no VAT)
Guilden Sutton Community Association (Hire Agreement)	£1.00	(no VAT)

* Payments to be post-dated to 28/07.

** Paid prior as an interim payment required for the deposit.

** To be paid on satisfactory completion, with Cllr Whelan authorised to sign off the works.

(c) To approve updated account balances

Co-Operative Current Account	£23,522.29
Co-Operative Deposit Account	£70,000.00
Scottish Widows Business Fund 1	£19,776.18
Scottish Widows Business Fund 2	£4,302.62

It was proposed by Cllr Hughes, seconded by Cllr Ringstead and agreed that the above listed payments would be made and balances be approved. The Clerk would process and Cllr Paterson would authorise.

8. Grounds Maintenance

(a) Hare Lane Village Green

The Clerk and Cllr Davis would visit and consider the feasibility of volunteers carrying out groundworks.

9. Primary School

Cllr Hughes reported that the school had retained its Outstanding OFSTED rating, against a national picture where only 15% of schools are retaining the status. As a Governor, Cllr Hughes had taken part in the inspection. It was agreed that the Council would write to congratulate the school on their achievement.

10. Members Information

Cllr Littlewood reported that Reverend Carty had requested that some car park spaces would be reserved for a funeral on 18th July. The Clerk had made the necessary arrangements to ensure cones were available.

Cllr Littlewood reported that the PCSO had expressed an interest in carrying out a youth engagement event at the Old School Field.

Cllr Paterson reported that the Village Hall was being closed for refurbishment and would inform the library users.

Cllr Paterson noted that the Council could obtain a .gov.uk domain.

Cllr Paterson noted that 7726 could be dialled in order to report spam/scam messages.

Cllr Paterson noted that a report of a mosquito box (device used to omit a high-pitched noise) had been received. The Clerk had confirmed that these were not currently subject to regulation.

11. 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 would be excluded in order that the Council discuss urgent exempt items under the Local Government Act 1972.

12. Part Two (for publication)

A site meeting was confirmed for Tuesday 23rd July, Cllrs Ringstead, Davis and Whelan would attend.

A commercial/procurement exercise would be held over until the 2024/25 financial year.

Meeting closed at 21:25

GULDEN SUTTON PARISH COUNCIL

Minutes of an Ordinary Meeting of Guilden Sutton Parish Council held on 4th September 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

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

Clerk: Mr M Roberts

In attendance: Mr B Lewin and 2 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

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

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

Cllrs Hughes and Littlewood as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member 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 Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 17th July 2024.

It was proposed by Cllr Paterson seconded by Cllr Davis and agreed that the minutes of the ordinary meeting held on 17th July 2024 be agreed as a true record of the meeting.

(d) Dates of future meetings.

2 nd October	Open Forum (Budget)
6 th November	Q2 Audit
4 th December	Communications Group
15 th January	Open Forum

(e) Model Financial Regulations

It was proposed by Cllr Paterson, seconded by Cllr Littlewood and agreed that the draft Model Financial regulations document be approved (see <https://guildensuttonpc.co.uk/model-financial-regulations>).

(f) Vacancy in the office of Councillor

The Clerk reported that no expressions of interest had been received. It was agreed that the deadline would be extended to 25th September 2024.

2. Community Engagement/Communications

(a) Visiting members' speaking time

The Chairman reported that a group of Councillors had met with Mike Amesbury MP in order to raise a number of local issues. This time had been spent walking various areas of the Parish in order to draw attention to a number of ongoing issues, including the provision of a footpath at Station Lane and improvements at the A41 junction.

(b) Visiting officers' speaking time

None

(c) Public Speaking Time

Mr Lewin offered to help publicise a variety of initiatives.

(d) To receive a report concerning recent Public Correspondence.

Enquires had been received regarding the overgrown hedges at the A55 underpass, an issue regarding vehicles at the railway bridges in Mickle Trafford, a planning enforcement matter and the roadworks at Belle Vue Lane and Hare Lane.

(e) To receive a report from Councillors presiding at the recent Surgery

Cllrs Davis and Paterson reported that a member of the public had noted that the grass at The Dell hadn't been cut, and that some of the trees looked to be in poor condition. A resident raised concerns with regards to the hedge at the A55 underpass. A resident had enquired with regards to the neighbourhood plan.

Cllrs Littlewood and Whelan would preside at the surgery on the 28th September at 10am.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that the Communications sub-committee had noted that communications with the Council should take place through official channels, and that the primary method of communication was via email to the Clerk. The next edition of the newsletter was being developed.

Cllr Littlewood noted that the group had considered the Council's online presence and to address any potential confusion between the Community and Council websites. Posters would be developed for noticeboards and some branding changes would take place with regards to the Council website.

(g) To receive a report from the Support Group

Cllr Littlewood noted the differentiation between contacting the Council about Council business and contacting the support group (where the primary method of contact is WhatsApp). The support group had helped with a number of issues including the recent roadworks, a lost dog and the upcoming 10K race.

(h) To consider matters regarding sustainability

Cllr Whelan reported that the revised sustainability policy would be presented to the next meeting.

3. Open Spaces

(a) Guilden Sutton GreenSpace

The Clerk reported that a tree survey had been carried out that had previously been approved by the Council.

(b) Wildflower Garden

Cllr Paterson reported that strimming had taken place in order to allow seeds to take in the area.

(c) Old School Field

It was reported that a mole infestation was due to be dealt with over the next few weeks and the work had been approved by the finance group during the summer recess. Cllrs Davis and Hughes

asked if the field should be closed for the duration of the works, and asked if the regular mowing would be suspended. The Clerk would make enquiries and any arrangements required.

A quote had been received with regards to remedial works at the entrance to the field. It was agreed that the Clerk would visit to determine which works should be prioritised.

(d) Dog fouling

Cllr Littlewood reported that this was to be mentioned in the next newsletter.

(e) Hilltop Road Area

It was noted that a grounds maintenance issue existed, and would be dealt with at the appropriate point in the agenda.

(f) Noticeboard

Cllr Ringstead reported that the Summerfield Road noticeboard was back in situ. Cllr Ringstead noted that maintenance was needed on the Church Lane noticeboard. Cllr Roberts noted that there had been plans to survey the extent to which noticeboards were used.

Cllr Whelan noted that in the past there had been a budget for daffodil bulbs, and the Car Park may make an ideal place to plant new bulbs. It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that Cllr Whelan be authorised to purchase 100 native daffodil bulbs at a cost of up to £80.

(g) Storage Unit

The Clerk informed the meeting that no additional charge had been levied by the insurers to cover the new installation.

4. Transport and Highways

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

Cllr Ringstead updated following a further survey conducted at the Fete. Cheshire Community Action had advised that lobbying would be the next stage in securing an improved service. It was agreed that Cllr Ringstead would approach the service provider with the resultant data.

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

Cllr Ringstead reported that there had been no contact from a relevant landowner. The Clerk suggested that it may be something to involve the MP with. It was agreed that the Clerk would investigate the possibility of installing a 'caution pedestrians' sign.

(c) To receive an update on Community Speedwatch

Cllr Littlewood reported that the newsletter would include a link to Resident's Voice which is key in terms of addressing the needs for policing within the Parish.

It was agreed that a Speedwatch session would be held in September.

5. Planning

(a) New applications:

24/01997/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage	22 August 2024 OBJECTION
APP/A0665/W/24/3347732	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	24 September 2024 OBJECTION
24/02421/FUL	2 Cinder Close Refurbishment of existing roof on a like for like basis with grey/black Condron concrete roof tiles. Installation of 10 solar panels on west facing roof and 10 solar panels on east facing roof and installation of Ohme EV charger on gable wall to drive.	17 September 2024 DH/TP

(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
24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION

It was noted that a public enquiry regarding 23/00017/ENF would be held on 24th September at 10am, at Ellesmere Port Library.

(c) Decision Notices

None

d) Neighbourhood Plan

Cllr Paterson reported that a number of meetings had taken place over the summer and documentation was almost ready to be reissued.

It was agreed that the Clerk would set up a separate email address for the neighbourhood plan along with a page on the Council website.

6. Trees and Hedges

Cllr Whelan reported that the tree survey had been arranged. The school’s contractor will be cutting back vegetation along the footpath in October.

The Clerk asked if any of the trees owned by the Parish Council had been included. It was agreed that they should be.

Cllr Whelan reported that remedial work was due to take place close to the greenway in order to prevent flooding at the underpass, and the drainage would be checked for blockages.

7. Finance

(a) Insurance

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that the Council intended to renew its insurance policy via A J Gallagher at a cost of £1,945.54.

(b) To note recent items of income

Bank Interest (Scottish Widows 1)	£75.98
Bank Interest (Scottish Widows 2)	£16.53
Guilden Sutton Fete Committee (Shed Grant)	£200.00

(c) To approve recent items of spending:

M Roberts (Zoom)	£15.59 (inc. £2.60 VAT)
M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
M Roberts (Salary)	£376.96 (no VAT)
R Ringstead (Salary)	£190.39 (no VAT)
HMRC (Payroll)	£136.80 (no VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
PKF Littlejohn (External Audit)	£252.00 (inc. £42.00 VAT)
Man Coed (GreenSpace)	£210.00 (inc. £35.00 VAT)
Men In Sheds (Noticeboard Refurbishment)	£415.00 (no VAT)
A J Gallagher (Insurance Renewal)	£1,945.54 (no VAT)

(d) To approve updated account balances

Co-Operative Current Account	£18,643.40
Co-Operative Deposit Account	£70,000.00
Scottish Widows Business Fund 1	£19,852.16
Scottish Widows Business Fund 2	£4,319.15

It was proposed by Cllr Ringstead, seconded by Cllr Davis and agreed that the above listed payments would be made and balances be approved. The Clerk would process and Cllr Paterson would authorise.

(e) Banking Arrangements

The Clerk noted that a review of suitable products had found numerous options with stronger interest rates than the Council is currently receiving, however many of these were notice accounts.

It was agreed that the Clerk would continue to carry out due diligence with regard to the Cambridgeshire Building Society account and make a recommendation to the October meeting.

Cllr Paterson questioned the cost-benefit of making these enquiries. The Clerk advised that the potential benefit to the Council was in the region of £800.

(f) External Audit 2023/24

The Clerk noted that the External Audit had been completed.

It was proposed by Cllr Paterson, seconded by Cllr Roberts and agreed that the notice of conclusion of audit should be placed as soon as possible.

(g) Strategic Plan

It was agreed that the Clerk would approach localities with regards to Grounds Maintenance options.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was reported that groundwork had been unable to commence as scheduled due to the recent road closure in the area.

(b) Hilltop Road Area

It was proposed by Cllr Whelan, seconded by Cllr Paterson and agreed that the clearance of the area adjacent to Hilltop Road be cleared and sprayed, at a cost of £370+VAT. It was agreed that the Clerk would approach ward members with regards to their budgets for 2024/25.

9. Primary School

Cllr Hughes reported that a meeting had taken place prior to the commencement of the new school year.

10. Remembrance Sunday

The Clerk reported that an event application had been submitted to CWAC in relation to the Remembrance Sunday service. The road closure had been arranged with the relevant contractor and the cost would be £180+VAT.

It was noted that a named first aider was required, and Councillors were grateful that a number of volunteers had come forward.

11. Members Information

Cllr Whelan had recently become a Cub Scout leader and noted that one of the badges is community responsibility. It was noted that there could be some support offered to the Village. Cllr Whelan suggested that Councillors may wish to engage directly with Cubs.

Cllr Littlewood noted that a number of volunteers had assisted with problems in communal areas, such as leaf clearing.

Cllr Roberts asked as to the procedure with regards to Councillor training.

Cllr Paterson reported that guttering had been cleared by residents.

Cllr Paterson noted that the neighbourhood watch signs were dated.

Part 1 Closed at 21:15

12. Exclusion of the Press and Public

It was proposed by Cllr Ringstead, seconded by Cllr Hughes 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.

It was noted that a planning enforcement matter had been actioned by the relevant authority.

A recommendation from the Employment committee that both the Clerk and Assistant Clerk progress by one spine point would be costed and considered at the October meeting.

Meeting closed at 2144

GULDEN SUTTON PARISH COUNCIL

Minutes of an Ordinary Meeting of Guilden Sutton Parish Council held on 2nd October 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

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

Clerk: Mr M Roberts

In attendance: Mr B Lewin and 3 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr Hughes.

Apologies were received and noted from Cllrs Heatley and Parker.

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

Cllrs Hughes, Littlewood and Whelan as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association.

Cllr Ringstead as a member of her household is a member of Men in Sheds.

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

Cllr Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 4th September 2024.

It was proposed by Cllr Paterson seconded by Cllr Davis and agreed that the minutes of the ordinary meeting held on 4th September 2024 be agreed as a true record of the meeting.

(d) Dates of future meetings.

6th November

Q2 Audit

4th December

Communications Group

2025 (provisional)

15th January

Open Forum

5th February

5th March

2nd April

(e) Vacancy in the office of Councillor

It was reported that no expressions of interest had been received. Cllrs Roberts and Whelan would provide a pen portrait of their first year as Councillors so as to better inform residents of the time commitment and responsibilities involved.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None

(b) Visiting officers' speaking time

Mr Lewin reported that the footpath between Park Farm and the Greenway had been resurfaced under the direction of the Local Authority.

(c) Public Speaking Time

John Hesslewood from Cheshire Community Action spoke with regards to local housing needs. It was noted both the Parish Council and Community Association were CCA members. CCA had been approached by a developer with regards to carrying out a housing needs survey in the area. It was noted that the results of the survey could be used to support the Neighbourhood Plan. It was noted that there was scope for the Parish Council to request the inclusion of additional questions.

Mrs Jessop noted having circulated a report to members prior to the meeting. Mrs Jessop asked if the GreenSpace group could be invited to a future meeting to discuss future funding arrangements.

(d) To receive a report concerning recent Public Correspondence.

Cllr Ringstead reiterated that correspondence to the Council should be sent via the correct channels in order to be dealt with by the correct officer. Particularly, it was noted that the Council's staff were unable to deal with issues in person when not working for the Council.

Correspondence was received regarding:

Station Lane footpath/pedestrian safety.

Widening the footpath along School Lane

Public Transport

The potential closure of the toddler group

Housing needs

The proposed A41 Pedestrian Crossing

Potential improvements to the Old School Field

Fly tipping in the wooded area close to the A41

Seating

A safety incident at the A41 junction

Human excrement in a public area

Nitrous oxide cannisters

Overgrown hedges (highways) on Guilden Sutton Lane

The Fox Cover wildflower garden

Overgrown bushes (highways) at The Vetches

(e) To receive a report from Councillors presiding at the recent Surgery

Cllrs Littlewood and Whelan reported that the issue of hedges had been raised. The footpath on Station Lane and a planning enforcement appeal were referenced. A member of the public had asked about the daffodil planting event.

It was agreed that Cllrs Davis and Roberts would preside at the next surgery on 2nd November.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that the most recent newsletter had been distributed. The recent police survey had closed. Cllr Littlewood reported that a number of responses had been received to the recent neighbourhood plan survey. A further newsletter was planned for towards the end of the year.

Cllrs Littlewood and Davis had attended the local Cub Scout group.

(g) To receive a report from the Support Group

Cllr Littlewood reported that the support group had helped with regards to highways drainage having been tampered with and communications with regards to flooding on Wicker Lane. A loose dog had also been identified.

(h) To consider matters regarding sustainability

Cllr Whelan had circulated a draft sustainability policy. It was proposed by Cllr Whelan, seconded by Cllr Paterson and agreed that the Council would adopt the draft policy, which was duly signed by the Chairman.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Councillors noted the receipt of a report from Mrs Jessop and would extend an invitation for a representative of the GreenSpace group to attend the December meeting.

(b) Wildflower Garden

Councillors noted the receipt of a quote from a manufacturing company for the construction of a noticeboard at the Wildflower Garden. It was proposed by Cllr Ringstead, seconded by Cllr Littlewood and agreed that the Model Financial Regulations could be waived to allow payment to be made at the appropriate time to avoid a further delay. It was noted that this would be funded from the ringfenced monies raised by the Wildflower Group and not from Parish Council funds.

(c) Old School Field

It was noted that the field had reopened after recent works.

(d) Dog fouling

Cllr Whelan reported an increase in terms of the frequency of dog fouling within the area.

(e) Hilltop Road Area

Cllr Whelan reported that the land clearance had been carried out and the area fenced off.

(f) Noticeboard

It was noted that locks would be purchased for the noticeboards. The Clerk advised that minutes had not been displayed on noticeboards due to recent damage and that this does not affect statutory provisions. Cllr Whelan noted that the long-term solution may be to display a QR code with a direct link to minutes. Cllr Littlewood enquired as to the display of each individual page of minutes, but it was noted that due to the amount of business currently contained within the minutes, there would be insufficient space.

(g) Storage Unit

Cllr Davis reported that the small storage unit at the side of the Village Hall had been damaged. It was agreed that a quote would be obtained for the construction of a more durable solution.

4. Transport and Highways

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

Cllr Ringstead had written to Stagecoach in order to explore the possibility of a Sunday service or one running later into the evening. The 26A school bus had been over-capacity, a bigger bus was now in service but may still not be sufficient.

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

CLlr Littlewood reported that there had been no further correspondence.

(c) To receive an update on Community Speedwatch
Nothing further.

5. Planning

(a) New applications:

24/02614/OUT	18 Ash Bank Hare Lane Two storey dwelling	21 October 2024 SR/AD
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(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
24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION
24/01997/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage	OBJECTION
APP/A0665/W/24/3347732	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	OBJECTION

It was reported that the public enquiry in relation to 23/00017/ENF had now closed.

(c) Decision Notices

24/02421/FUL	2 Cinder Close Refurbishment of existing roof on a like for like basis with grey/black Condron concrete roof tiles. Installation of 10 solar panels on west facing roof and 10 solar panels on east facing roof and installation of Ohme EV charger on gable wall to drive.	APPROVED
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d) Neighbourhood Plan

It was reported that a new email address has been set up for Neighbourhood plan purposes. Cllr Paterson reported that survey responses were being collated. Cllr Paterson reported that the CCA survey would be useful as a second source of data.

6. Trees and Hedges

Cllr Whelan noted that a meeting would take place with a tree inspector on 8th October.

7. Finance

(a) To note recent items of income

None

(b) To approve recent items of spending:

M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
M Roberts (Salary)	At agreed rate (no VAT)
R Ringstead (Salary)	At agreed rate (no VAT)
HMRC (Payroll)	£136.80 (no VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
M Roberts (Daffodil Bulbs)	£51.99 (inc. £8.66 VAT)
D Oldfield (Pest Control)	£350.00 (no VAT)
MustardPrint (Newsletter)	£85.00 (no VAT)
Playing Field Owner 1 (Playing Field Rent)	£80.00 (no VAT)
Playing Field Owner 2 (Playing Field Rent)	£80.00 (no VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£444.00 (inc. £74.00 VAT)
R Whelan (Fencing)	£11.51 (inc. £1.92 VAT)
R Whelan (Fencing)	£5.52 (inc £0.92 VAT)
M Roberts (Signage)	£7.34 (inc. £1.22 VAT)
M Roberts (Cable Ties)	£3.99 (inc. £0.67 VAT)

(c) To approve updated account balances

Co-Operative Current Account	£14,527.42
Co-Operative Deposit Account	£70,000.00
Scottish Widows Business Fund 1	£19,852.16
Scottish Widows Business Fund 2	£4,319.15

It was proposed by Cllr Whelan, seconded by Cllr Littlewood and agreed that the above listed payments would be made and balances be approved. The Clerk would process and Cllr Paterson would authorise.

(d) Banking Arrangements

Following a report from the Clerk, it was proposed by Cllr Whelan, seconded by Cllr Paterson and agreed that the Parish Council would open a savings account with the Cambridge Building Society. The Clerk, Cllrs Hughes, Paterson and Roberts would act as signatories and 3 signatures would be required for each transaction. It was proposed that £60,000 would be transferred from the Co-Op Deposit account to fund the transfer. It was proposed that the Council would close the Scottish Widows accounts, transferring the funds to the Co-Operative Current Account at which point a

further transfer to the Cambridge Building Society would be considered. It was proposed that Cllr Roberts be added as a signatory on the Co-Operative account.

The Clerk noted that the increased level of interest on the new account could raise an additional £600 per annum for the Council, equivalent to more than a 2% increase of the precept.

(e) Strategic Plan

The Clerk noted that due to potential contextual changes that may be received as part of the UK Government's budget later in the month, it would be important to review the strategic plan in that context.

8. Grounds Maintenance

(a) Hare Lane Village Green

The Clerk noted correspondence with regards to the possibility of a donation of a bench that may fulfil the criteria of the s115e application.

It was noted that groundworks had not been carried out due to the recent roadworks, and may be further delayed by another set of roadworks due to begin on 13th October.

(b) Hilltop Road Area

It was noted that the contractor had completed the ground works as covered in the 'Open Spaces' item.

9. Primary School

Cllr Davis reported that a fundraising barbecue had been held, and was very successful.

10. Remembrance Sunday

The Clerk noted that the event approval had been granted. Cllr Davis would tidy the area prior to the service, and would fit the lamppost poppies. Cllr Ringstead, as Chairman, would liaise with Revd Carty with regards to readings.

11. Members Information

Cllr Roberts had noted that the local transport plan had been circulated and would report on any updates.

Cllr Paterson reported that the gulley at the corner of Belle Vue Lane and Hare Lane was severely blocked.

Cllr Littlewood had attended the Community Association's fire safety evening. Cllr Littlewood had obtained a fire safety plan for the hall. Cllr Davis asked whether a fire drill had ever taken place.

Cllr Whelan reminded the Council that the daffodil planting would take place between 2-4pm on 5th October.

Cllr Whelan noted difficulty in attending some meetings.

Cllr Davis enquired as to the possibility of a no-through-road sign on Church Lane.

Cllr Ringstead noted that the bus stop sign close to the Guilden Sutton Lane spur was very dirty.

Part 1 Closed at 20:58

12. Exclusion of the Press and Public

It was proposed by Cllr Davis, 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.

Cllr Paterson noted that the Employment Group had carried out its periodic review of salaries and proposed that the Council's employees be increased by 1 spine point. This was seconded by Cllr Ringstead and agreed.

It was noted that the Council had received inappropriate communication from a resident. It was agreed that a formal response would be sent.

Meeting closed at 21:23

GULDEN SUTTON PARISH COUNCIL

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

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr D Hughes, Cllr M Littlewood, Cllr P Paterson, Cllr V Roberts

Assistant Clerk: Ms R Ringstead

In attendance: Mr B Lewin and one member of the public.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr R Whelan

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

Cllrs Hughes and Littlewood as members of Guilden Sutton Green Space.

Cllr Hughes and Whelan as a member 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 Hughes as a governor of Guilden Sutton Primary School

Cllr Whelan as a Director of the Guilden Sutton GreenSpace Group

(c) Confirmation of the minutes of the Ordinary meeting held 2nd October 2024.

It was proposed by Cllr Davis, seconded by Cllr Paterson and agreed that the minutes of the ordinary meeting held on 2nd October 2024 be agreed as a true record of the meeting.

(e) Dates of future meetings.

4th December

15th January

5th February

5th March

2nd April

7th May

4th June

16th July

3rd September

1st October

5th November

3rd December

2. Community Engagement/Communications

(a) Visiting members' speaking time

None

(b) Visiting officers' speaking time

Mr Lewin reported footpaths towards the rugby club have experienced flooding which can be dangerous and CWAC should be contacted.

(c) Public Speaking Time.

Mr Lewin asked for an update about the housing needs survey. Cllr Paterson confirmed the Neighbourhood Plan team will be drawing upon some of the findings once published.

(d) To receive a report concerning recent Public Correspondence.

Correspondence had been received regarding:

- Timeline of extended roadworks
- Positive feedback on the clearance of the dingle path
- Accessibility of pavements along Station Lane and Guilden Sutton Lane – request for extension of dropped curbs and notices at car park near Village Hall and shops
- Accessible toilet facilities at the local pub
- Overgrown hedges obstructing the pavement

(e) To receive a report from Councillors presiding at the recent Surgery

Cllrs Davis and Roberts had presided. A resident had raised some concerns with regards to congestion and local roads being used as a cut-through, tree safety and a local planning enforcement matter.

It was agreed that Cllrs Ringstead and Davies would preside at the next surgery due to be held on 30th November 2024

(f) To receive a report from the Communications sub-committee

Cllr Littlewood shared an update on the website and social media groups, and confirmed a newsletter is planned for the new year.

(g) To receive a report from the Support Group

Cllr Littlewood thanked the support group and Cllr Davies for efforts during the recent flooding and confirmed the supply of sandbags in the village had been useful.

Cllr Littlewood updated that there had been discussion about speeding cars on Wicker Lane, traffic issues and suspicious activity. Cllr Littlewood will ensure that this information is shared with local Police Constable (PC) and Police Community Support Office (PCSO).

(h) To consider matters regarding sustainability

Nothing further

(i) CWAC Connections event

It was agreed that two Councillors will attend a CWAC Connections event on 14 November.

(j) Police Crime Commissioner Event

Cllr Hughes updated on his recent attendance at this event.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Cllr Hughes updated on the previous meeting and news that Guilden Sutton GreenSpace Group will join forces with a sustainability group.

Cllr Ringstead noted that a plot of land in the village is now for sale but it was agreed that this would not be large enough for the Parish Council to consider.

(b) Wildflower Garden

Cllr Paterson updated that the SpaceHive funds have been released and that the Wildflower group has ordered a new noticeboard, with a bench and planters to be ordered in the spring. There are plans for children's groups to be involved in spring planting.

Cllr Paterson reported that a meeting with the grounds maintenance team and wildflower group will be co-ordinated to discuss the transfer of the maintenance responsibilities away from CWAC.

(c) Old School Field

It was noted that no further sightings of moles have been recorded but the Clerk will check in on progress.

(d) Dog fouling

Nothing further

(f) Grit Box

Cllr Ringstead said that following damage to the Grit Box, a conversation was had with Men in Sheds regarding a wooden replacement, but wood is not a suitable replacement for storing grit. Cllr Paterson will explore repair options, but it was agreed that the sandbags stored in the same container need to be protected from the elements.

(f) Hilltop Road Wildflowers

It was noted that action has been taken to reduce weeds in this area using a sustainable method.

4. Transport and Highways

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

Cllr Ringstead updated that a letter was sent to the bus transport company to see if a Sunday bus service would be considered, but no update has been sent. It was also noted that bus fares will increase after the decision taken at a national level in the recent budget.

Cllr Littlewood suggested that a representative from the CWAC highways should be invited to the January Open Forum.

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

Cllr Ringstead reported that there had been no further contact from the relevant landowner and a final request for collaboration has been issued.

(c) To receive an update on Community SpeedWatch

Cllr Littlewood and Cllr Hughes indicated plans to undertake a further SpeedWatch session before Christmas.

5. Planning

(a) New applications:

24/03078/FUL	The Lodge School Lane Guilden Sutton Chester CH3 7EU Erection of replacement dwelling (part retrospective)	SR/TP
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(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
24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION
24/01997/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage	OBJECTION
APP/A0665/W/24/3347732	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	OBJECTION
24/02614/OUT	18 Ash Bank Hare Lane Two storey dwelling	OBJECTION

(c) Decision Notices:

None

d) Neighbourhood Plan.

Cllr Paterson updated that a meeting on the neighbourhood plan will take place soon.

6. Trees and Hedges

It was agreed that Cllr Whelan should be able to share the Tree Report with CWAC for discussion.

7. Finance

a) To note recent items of income

Bank Interest (Co-Operative Deposit Account)	£543.76
HMRC VAT Return	£1,486.98

(b) To approve recent items of spending:

M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
M Roberts (Salary)	At agreed rate (no VAT)
R Ringstead (Salary)	At agreed rate (no VAT)
HMRC (Payroll)	£137.00 (no VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
M Roberts (Stamps)	£10.80 (no VAT)
Indigo Surveys Ltd (Tree Survey)	£750.00 (inc. £125.00 VAT)
Core Highways (Regions Ltd) TA Amberon TM	£216.00 (inc. £36.00 VAT)
The Community Heartbeat Trust (Membership)	£120.00 (inc. £20.00 VAT)

(c) To approve updated account balances

Co-Operative Current Account	£73,697.20
Co-Operative Deposit Account	£10,543.76
Scottish Widows Business Fund 1	£19,852.16
Scottish Widows Business Fund 2	£4,319.15

It was proposed by Cllr Hughes, seconded by Cllr Littlewood and agreed that the above listed payments would be made and balances approved. The Clerk would process and Cllr Paterson and Cllr Hughes would authorise.

(d) Banking Arrangements

Cllr Ringstead noted that in reference to the balances above, £60,000 has been transferred to the Current Account as the initial cheque deposit for the new savings account has been sent.

It was previously agreed that Cllr Roberts will be added as a financial signatory.

(e) Strategic Plan

Cllr Ringstead noted that an update will soon be received about CWAC's strategic plan to encourage volunteers to take on highway maintenance tasks. The Clerk has asked the CWAC localities team to confirm whether parish councils will be able to engage professional contractors.

(f) Graveyard Grant

Cllr Ringstead reported on correspondence received from CWAC regarding the Church's Graveyard Grant and the application process, and that this will be shared with the Church.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was noted that a bench will be donated by the Community Association.

9. Primary School

Cllr Hughes reported on latest updates from the Primary School and current financial challenges were noted.

10. Remembrance Sunday

Cllr Ringstead said that road closures are planned for Remembrance Sunday. Personal donations have been made by Councillors towards the Remembrance Wreath. Cllr Ringstead is due to do a reading and read the list of the fallen at the Remembrance service.

10. Members Information

Cllr Roberts asked if anyone on the council is first aid trained and it was agreed that it would be sensible to arrange some first aid training for a member of the council.

11. Exclusion of the Press and Public

It was proposed by Cllr Littlewood, seconded by Cllr Hughes 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) Enforcement

Next steps on a local enforcement matter were discussed.

(b) Payscales

Updated salary payscales were reported on and confirmed.

Meeting closed at 21.15

GUILDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on Wednesday, 4th December 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr D Hughes, Cllr M Littlewood, Cllr P M Paterson, Cllr R Whelan

Clerk: Mr M Roberts

In attendance: Two members of the public.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr Littlewood and Cllr Roberts

Apologies were received and noted from Borough Cllrs Heatley and Parker

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

Cllrs Hughes, Littlewood and Whelan as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association.

Cllr Ringstead as a member of her household is a member of Men in Sheds.

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

Cllr Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 6th November 2024.

It was proposed by Cllr Paterson seconded by Cllr Hughes and agreed that the minutes of the ordinary meeting held on 6th November 2024 be agreed as a true record of the meeting, subject to the addition of a payment of £100.00 + VAT to the Community Heartbeat trust at item 7b.

(d) Dates of future meetings.

2025 (provisional)

15th January

5th February

5th March

2nd April

7th May

4th June

16th July

3rd September

1st October

5th November

3rd December

(e) Vacancy in the office of Councillor

It was reported that no applications for co-option had been received. It was noted that the deadline for applications to be considered at the January meeting could be extended to 10th January.

2. Community Engagement/Communications

(a) Visiting members' speaking time

There were no visiting members.

(b) Visiting officers' speaking time

There were no visiting officers.

(c) Public Speaking Time

A member of the public wished to thank Cheshire Police with regards to two successful investigations following burglaries at a commercial premises.

A member of the public noted that the Station Lane footpath was listed on the agenda and would observe the discussion.

(d) To receive a report concerning recent Public Correspondence.

Correspondence had been received regarding a successful police investigation.

(e) To receive a report from Councillors presiding at the recent Surgery

Cllr Davis reported that the issues of speeding on School Lane, lighting at the Village Hall, the bus service and the advertisement of a local commercial premises for sale had been raised.

It was agreed that Cllrs Paterson and Whelan would preside at the next surgery on 11th January.

(f) To receive a report from the Communications sub-committee

A draft of the winter newsletter had been circulated. It was proposed by Cllr Ringstead, seconded by Cllr Hughes and agreed that the newsletter and associated £10 gift voucher for the Christmas lights competition be approved.

(g) To receive a report from the Support Group

It was reported that volunteers had been sought to help deliver the upcoming newsletter.

(h) To consider matters regarding sustainability

Nothing further.

(i) CWAC Connections event.

Cllrs Davis and Paterson reported on the event. The process for volunteers to take on non-essential grounds maintenance tasks was covered. It was agreed that the Clerk would approach CWAC for a copy of their grass cutting standards.

3. Open Spaces

(a) Guilden Sutton GreenSpace

A report from the GreenSpace group had been circulated. It was proposed by Cllr Davis, seconded by Cllr Ringstead and agreed that the group be authorised to reassign a portion of the previously paid grant to produce a newsletter covering Village-wide sustainability matters.

(b) Wildflower Garden

The Clerk noted that the group had received a quote for the installation of the recently purchased noticeboard and some ongoing additional grounds maintenance costs.

(c) Old School Field

Nothing further.

(d) Dog fouling

It was noted that a user of the trim trail had come into contact with some dog waste. It was agreed that a further reminder would be included in the newsletter.

(e) Grit Box

It was noted that the grit box had been repaired by a volunteer and there would be sufficient grit in situ to cover the first part of winter.

(f) Hilltop Road Wildflowers

It was noted that the ground was now covered and ready for planting in the spring.

4. Transport and Highways

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

Cllr Ringstead reported. It was noted that the fare cap would increase to £3 and this was with the intention of providing further investment in services.

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

Cllr Ringstead reported. The Clerk would write to the MP with the intention of starting a conversation around compulsory purchase.

(c) To receive an update on Community Speedwatch

Cllr Littlewood had reported, by correspondence, that it may be of benefit to the Council to purchase its own Tru-Cam. It was noted that this could be included in the budget for 2025-26.

5. Planning

(a) New applications:

24/03078/FUL	The Lodge School Lane Erection of replacement dwelling (part retrospective)	SR/TP
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(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
24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity	NO OBJECTION

	Distribution Network Operator (DNO) SP Manweb	
24/01997/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage	OBJECTION
APP/A0665/W/24/3347732	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	OBJECTION
24/02614/OUT	18 Ash Bank Hare Lane Two storey dwelling	OBJECTION

(c) Decision Notices

None

d) Neighbourhood Plan

Cllr Paterson had attended a meeting on design codes. It was noted that rural collaboration was an option and the Clerk would investigate further.

6. Trees and Hedges

It was noted that Cllr Whelan would progress issues identified in the recent survey with the Local Authority.

7. Finance

(a) To note recent items of income:

Scottish Widows Account 1 Interest	£77.11
Scottish Widows Account 2 Interest	£16.78

(b) To approve recent items of spending:

M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
M Roberts (Salary)	At agreed rate
R Ringstead (Salary)	At agreed rate
HMRC (Payroll)	£136.80 (no VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
R Whelan (Cable Ties)	£13.29 (inc. £2.33 VAT)
Greenbarnes Ltd (Wildflower Garden) from R9	£888.42 £1,066.10 (inc. £177.68 VAT)
Autela Payroll Limited (Payroll Services)	£75.05 (inc. £12.51 VAT)

(c) To approve updated account balances

Co-Operative Current Account	£11,322.55
Co-Operative Deposit Account	£10,543.76
Scottish Widows Business Fund 1	£19,852.16
Scottish Widows Business Fund 2	£4,319.15
Cambridge Building Society Deposit Account	£60,000.00

It was proposed by Cllr Davis, seconded by Cllr Paterson and agreed that the above listed payments would be made and balances be approved. In addition, the Council approved the interim payment of December payroll and grounds maintenance on 28th December, with the details to be reported at the January meeting. The Clerk would process and Cllr Paterson would authorise.

(d) Banking Arrangements

It was reported that the new deposit account was now open and that work to consolidate and close the Scottish Widows accounts would commence in the New Year.

(e) Strategic Plan

The clerk noted that the initial draft of the 2025-26 budget was close to completion and would be circulated within the next few days. Subject to confirmations around a number of other issues (including the graveyard grant), this would be used as the baseline for the next 3-year plan.

(f) Graveyard Grant

It was agreed that members of the Finance working group would invite the Church treasurer for a detailed discussion of plans.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was reported that due to recent roadworks volunteers had been unable to complete the groundworks as scheduled. Regrettably, this would need to be deferred until early in the New Year. The generous donation of a bench from the Community Association was noted.

(b) Play Area

It was noted that quotes had been requested for jetwashing of the Play Area surface.

9. Primary School

Cllr Hughes noted that pay increases agreed between the government and unions had not been met with additional resources, which would likely cause further budgetary constraints in the future. Several Christmas events would be held over the coming weeks.

Cllr Davis noted that he had written to the school in a personal capacity over the issue of parking on Arrowcroft Road. It was agreed that the Clerk would write to the Police and Crime Commissioner and MP with regards to increased police visibility at School times.

10. Remembrance Sunday

Members reported that the road closure had been well observed.

11. Members Information

Cllr Ringstead noted that she had been asked to discuss the partnership between the Council and Men in Sheds. It was further noted that the group now involved youths who were struggling in mainstream education.

Cllr Davis noted that the Church would be holding a Christmas event on 24th December.

12. Exclusion of the Press and Public

It was noted that there were no exempt items for discussion.

Meeting closed at 2057.

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on Wednesday, 15th January 2025 at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead (absent)

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

Clerk: Mr M Roberts

In attendance: Mr B Lewin and three members of the public.

Cllr Davis in the Chair

MOTION – David E Whitehouse – The Council was saddened to hear of the death of Ted Whitehouse, a former long serving Councillor and two-term Chairman of the Council. It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that the Council would observe a minute's silence to remember Ted and his contribution to the Village.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr Ringstead

Apologies were received and noted from Cllrs Heatley and Parker

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

Cllrs Hughes, Littlewood and Whelan as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association.

Cllr Ringstead as a member of her household is a member of Men in Sheds.

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

Cllr Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 4th December 2024.

It was proposed by Cllr Paterson seconded by Cllr Whelan and agreed that the minutes of the ordinary meeting held on 4th December 2024 be agreed as a true record of the meeting.

(d) Dates of future meetings.

5th February

5th March

2nd April

7th May

4th June

16th July

3rd September

1st October

5th November

3rd December

(e) Vacancy in the office of Councillor

The Clerk reported that two expressions of interest had been received and the prospective candidates had been advised of next steps.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None

(b) Visiting officers' speaking time

Mr Lewin noted that it had been necessary to dig ditches out in the Hook's Wood area.

(c) Public Speaking Time

A member of the public referred to the recent newsletter and the importance of communication.

A member of the public referred to a previous planning refusal and sought the Council's support in light of a prospective future application.

(d) To receive a report concerning recent Public Correspondence.

Correspondence had been received regarding a planning appeal and the potential of creating more accessible walking routes within the Parish.

(e) To receive a report from Councillors presiding at the recent Surgery

Cllr Whelan reported that the surgery had been poorly attended due to the weather conditions.

Cllrs Davis and Littlewood would preside at the next surgery on 1st February.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that a newsletter had been distributed before Christmas. It was noted that a survey had been conducted with regards to the use of noticeboards. It was noted that the February meeting would convert to a communications group meeting.

(g) To receive a report from the Support Group

Cllr Littlewood noted that the group had delivered the recent newsletters. The group had also been involved in supporting with flooding, and later with snow and grit.

(h) To consider matters regarding sustainability

Cllr Whelan asked that the sustainability policy be added to the website.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Nothing further.

(b) Wildflower Garden

It was noted that the new noticeboard had been fitted.

(c) Old School Field

Nothing further.

(d) Dog fouling

Cllr Paterson reported an incident of dog fouling.

(e) Grit Box

Cllr Littlewood noted that the grit box needed to be cleared out of used bags. Cllr Davis had

canvassed opinion in relation to the public accessing the grit box. It was felt that a more traditional grit box could be installed near the Village Hall and at Fox Cover close to the steps.

(f) Hilltop Road Wildflowers

Cllr Whelan reported that the pallets would be removed in the middle of February.

4. Transport and Highways

(a) To receive an update on Public Transport issues and additional government funding

It was noted that the Upton High School bus had been over capacity.

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

Nothing further.

(c) To receive an update on Community Speedwatch

Cllr Littlewood reported that PCSO Debbie Netherton had returned to cover the Parish.

(d) To consider the offer of a ward walk with the Highways and StreetCare teams.

The Clerk requested Councillors send dates for a prospective.

(e) To review the Actions Log

Reference	Issue	Details	Status
HW671903322	Grid/Drain – Blocked School Lane	Reported December '24 TP	
	Street Light – War memorial	Reported January '25 ML	

5. Planning

(a) New applications:

24/03409/FUL	Cheshire West and Chester Council Chester Area Highways Office Guilden Sutton Lane	24 January 2025 AD/TP
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(b) Awaiting Decision:

24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION
24/01997/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage	OBJECTION
APP/A0665/W/24/3347732	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	OBJECTION

24/02614/OUT	18 Ash Bank Hare Lane Two storey dwelling	OBJECTION
24/03078/FUL	The Lodge School Lane Erection of replacement dwelling (part retrospective)	SR/TP

(c) Decision Notices

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”].	APPEAL UPHELD
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d) Neighbourhood Plan

Cllr Paterson reported a meeting had taken place on 14th January. A report had been carried out by Cheshire Wildlife Trust in respect of an Orchard.

Cllr Roberts reported having attended a meeting with regards to changes to the NPPF. An informal consultation is being held with regards to changes to planning committees. Mandatory housing targets have now been introduced which will increase pressure to develop 1914 houses per annum.

6. Trees and Hedges

Cllr Whelan has furnished the tree report to CWAC and further correspondence is awaited. Further advice was awaited with regards to the fallen tree at the War memorial. Cllr Hughes thanked those Councillors who had removed the debris from the area.

7. Finance

(a) To note recent items of income:

None

(b) To approve recent items of spending:

M Roberts (Salary)	At agreed rate *
R Ringstead (Salary)	At agreed rate *
HMRC (Payroll)	£195.80 (no VAT)*
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)*
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)*
Botanica Landscapes Ltd (Noticeboard Installation)	£144.00 (inc. £24.00 VAT)*
M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)
MustardPrint (Newsletter)	£85.00 (no VAT)
M Littlewood (Christmas Cards)	£5.00 (inc. £0.83 VAT)
Playing Field Owner 1 (Playing Field Rent)	£80.00 (no VAT)
Playing Field Owner 2 (Playing Field Rent)	£80.00 (no VAT)
M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)
P M Paterson (Christmas Lights Competition S137)	£15.00 (no VAT)

* Paid as an interim payment on 28/12/24

(c) To approve updated account balances

Co-Operative Current Account	£7,121.27
Co-Operative Deposit Account	£10,543.76
Scottish Widows Business Fund 1	£19,852.16
Scottish Widows Business Fund 2	£4,319.15
Cambridge Building Society Deposit Account	£60,000.00

It was proposed by Cllr Hughes, seconded by Cllr Davis and agreed that the above listed payments would be made and balances be approved.

(d) Budget 2025-26

It was proposed by Cllr Paterson, seconded by Cllr Davis and agreed that the Draft Budget for 2025/26 would be adopted by the Council.

(e) Precept 2025-26

It was proposed by Cllr Hughes, seconded by Cllr Roberts and agreed that the Council would set the precept for 2025/26 at £25,782.

(f) Graveyard Grant

The Clerk noted that the graveyard grant application for 2024 had been submitted to CWAC. In light of the increased maintenance costs for St. John's Church, councillors would be happy to receive a grant application in respect of any funding gap that may occur.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was agreed that the Council would apply for a CWAC members' grant in order to fund the required groundworks.

(b) Play Area

It was noted that further quotes had been sought in respect of jet washing the area.

9. Primary School

Cllr Roberts reported that Revd. Carty was leaving the Parish. It was agreed that the Council would send a card to thank Revd. Carty for her work.

10. War Memorial

It was noted that damage had occurred to the War Memorial area during recent storms, due to a fallen tree. The Council placed on record its thanks for those who had helped in the immediate aftermath of the incident and during a clear up at a later date. Cllr Whelan, as tree officer, would consult with CWAC regarding the remaining structure of the tree. Cllr Littlewood would enquire with regards to the reinstatement of the streetlight.

11. Members Information

Cllr Littlewood noted that the Fete was being organised again this year.

Cllr Whelan noted that a number of properties had sold recently and asked if the Council had considered delivering a welcome pack to new residents.

Cllr Whelan enquired as to the Resilience plan.

Cllr Paterson noted that a number of pavements needed cleaning and whether this would be a suitable job for youth volunteers.

Cllr Roberts noted that almost £500 had been raised by a recent Christmas light display.

12. Exclusion of the Press and Public

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that the Council would exclude members of the public to discuss confidential information under the provisions of section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960.

The outcome of a recent planning appeal was noted and the Clerk advised on a report from the Principal Authority.

Meeting closed at 21:16

GUILDEN SUTTON PARISH COUNCIL
Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on Wednesday, 5th
February 2025 at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr D Hughes, Cllr P M Paterson, Cllr V Roberts

Clerk: Mr M Roberts

In attendance: Mr B Lewin, Ms E-C Hewitt, Mr D Oxley, and 3 members of the public.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr Littlewood and Cllr Whelan

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

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

Cllrs Hughes, Littlewood and Whelan as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association.

Cllr Ringstead as a member of her household is a member of Men in Sheds.

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

Cllr Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 15th January 2025.

It was proposed by Cllr Davis seconded by Cllr Hughes and agreed that the minutes of the ordinary meeting held on 15th January 2025 be agreed as a true record of the meeting.

(d) Dates of future meetings.

5th March

2nd April

7th May

4th June

16th July

3rd September

1st October

5th November

3rd December

(e) Vacancy in the office of Councillor

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that the Council would exclude members of the public for this item to discuss confidential information under the provisions of section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960.

It was proposed by Cllr Paterson, seconded by Cllr Davis and agreed that both candidates would be considered for co-option by the Council

Following a discussion of both candidates, it was agreed by show of hands that Emma-Clare Hewitt would be co-opted to fill the vacancy on the Council until the next quadrennial elections in 2027.

The Council noted it was fortunate to have two strong candidates and it was unfortunate that there was only one vacancy. It was agreed that the Assistant Clerk would approach the unsuccessful candidate with regards to other opportunities that exist to support the Council's work.

The meeting was re-opened to the public and Cllr Hewitt, having signed the acceptance of office, joined the meeting.

2. Community Engagement/Communications

(a) Visiting members' speaking time

There were no visiting members.

(b) Visiting officers' speaking time

Mr Lewin noted a fallen tree on the Greenway.

(c) Public Speaking Time

Mr Lewin noted that a road closure order had been issued for Church Lane.

A member of the public asked about the attendance of ward members.

A member of the public asked about progress with regards to a footpath on Station Lane and asked as to whether a skip could be provided as a one-off in the spring to allow residents to dispose of garden waste prior to the commencement of garden bin collections.

(d) To receive a report concerning recent Public Correspondence.

The Council had received an offer to cut hedges on Guilden Sutton Lane and had been informed of a fallen fence on Guilden Sutton Lane

(e) To receive a report from Councillors presiding at the recent Surgery

Cllr Davis reported that queries had been received regarding the overgrown hedges on Guilden Sutton Lane and a recent planning appeal.

It was agreed that Cllrs Davis and Ringstead would preside at the next surgery on 1st March.

(f) To receive a report from the Communications sub-committee

It was noted that the Communications group had requested to meet prior to the main March PC meeting.

(g) To receive a report from the Support Group

The support group had helped with a road accident on the A41, clearing litter after a storm, removal of a fallen tree on the Greenway and circulating information regarding road closures.

(h) To consider matters regarding sustainability

Nothing further.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Cllr Hughes enquired as to whether the Council had made provisions to insure activities planned by the GreenSpace and Sustainability group.

(b) Wildflower Garden

It was noted that the group were supportive of the suggestion to install a grit box on the Wildflower site.

(c) Old School Field
Nothing further.

(d) Dog fouling
Nothing further.

(e) Grit Box

The Clerk reported on a number of options for the Council to purchase grit boxes. It was proposed by Cllr Davis, seconded by Cllr Ringstead and agreed that the Council would purchase two 200 litre grit boxes at a cost of £109+VAT each.

(f) Hilltop Road Wildflowers

It was noted that a members' budget application has been submitted for the Hilltop Road area. It was proposed by Cllr Ringstead, seconded by Cllr Paterson and agreed that the Clerk be authorised to incur expenditure up to the total of the grant amount in order to procure any time-critical items.

(g) Graveyard Grant

It was proposed by Cllr Paterson, seconded by Cllr Roberts and agreed that the Council fund the Green Waste bin at the Church at a cost of £52.50.

4. Transport and Highways

(a) To receive an update on Public Transport issues and additional government funding

Cllr Ringstead reported that the Neighbourhood Plan group had noted that the current public transport system was not conducive to employment opportunities within the Village and this could provide another angle for future research.

(b) To receive an update from Councillors involved in the footpath working group.
Nothing further.

(c) To receive an update on Community Speedwatch
Nothing further.

(d) To consider the offer of a ward walk with the Highways and StreetCare teams.
It was noted that the Clerk would enquire as to the availability of the highways officer.

(e) To review the Actions Log

Reference	Issue	Details	Status
HW671903322	Grid/Drain – Blocked School Lane	Reported December '24 TP	
HW682243728	Street Light – War memorial	Reported January '25 ML	

(f) A41 pedestrian crossing.

The Clerk reported that the matter was progressing with the support of a member of the public.

5. Planning

(a) New applications:

25/00119/TPO	8 Oaklands 1 x 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
25/00246/TPO	1 The Hall School Lane Beech tree (T1) - 3m reduction on mature Beech tree. Crown thin and deadwood. Conifer trees (T2, T3, T4) - Reduce top of Conifers by 8ft. Beech tree (T5, T6, T7, T8, T9, T10) - Reduce small Beech trees on roadside down to 8ft 60 form a hedge row over time. Laurel (T11) - Cut laurel back to boundary off pavement and road. Cherry tree (T12) - Severe ivy on base of Cherry tree and undertake a 1.5m reduction. Holly tree (T13) - Reduce top of Holly tree by 6ft. Conifer tree (T14) - Reduce top of tallest Conifer by 8ft	24 February 2025

(b) Awaiting Decision:

24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION
24/02614/OUT	18 Ash Bank Hare Lane Two storey dwelling	OBJECTION
24/03409/FUL	Cheshire West and Chester Council Chester Area Highways Office Guilden Sutton Lane	NO OBJECTION

(c) Decision Notices

APP/A0665/W/24/3347732	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	APPEAL UPHELD
24/03078/FUL	The Lodge School Lane Erection of replacement dwelling (part retrospective)	APPROVED

d) Neighbourhood Plan

Nothing further.

6. Trees and Hedges

Cllr Paterson reported a large number of fallen branches following recent storms.

7. Finance

(a) To note recent items of income:

Cheshire West and Chester Council (Members Grant) £645.00

(b) To approve recent items of spending:

M Roberts (Salary)	At agreed rate
R Ringstead (Salary)	At agreed rate
HMRC (Payroll)	£145.60 (no VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
St. John's Church (Green Bin)	£52.50 (no VAT)
Information Commissioner (Registration Fee)	£47.00 (no VAT)*

* Paid by direct debit

(c) To approve updated account balances

Co-Operative Current Account	£6,880.87
Co-Operative Deposit Account	£10,543.76
Scottish Widows Business Fund 1	£19,852.16
Scottish Widows Business Fund 2	£4,319.15
Cambridge Building Society Deposit Account	£60,000.00

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that the above listed payments would be made and balances be approved. The Clerk would process payments and Cllr Hughes would authorise.

(d) Precept 2025-26

It was noted that the precept has been approved by CWAC and the Council's calculations confirmed as correct.

(e) Graveyard Grant

Nothing further.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was noted that the Council's application for CWAC members' grants had been successful and a contractor had been appointed to carry out the works. The total cost of the groundworks will be £645+VAT.

(b) Play Area

It was noted that further quotes were awaited.

(c) Beacon

Cllr Paterson noted that the original beacon on Hare Lane had fallen and asked if the Council would consider re-siting it in another area in the Village. It was agreed that the Clerk would approach GSGS.

9. Primary School

Cllr Hughes referenced the financial situation of schools.

Cllr Davis noted a bingo event was due to take place.

10. War Memorial

Nothing further.

11. Members Information

Cllr Roberts noted that the Primary School had written to parents referencing a near-miss with a car and pedestrian in close proximity to the school.

Cllr Roberts noted recent national events and asked, in reference to the Village Hall, whether there had been any change in policy for public buildings.

Cllr Paterson noted that a fire had occurred at the bin close to the Dental Surgery.

Cllr Hewitt asked regarding the process for reporting abandoned vehicles.

12. Exclusion of the Press and Public

It was proposed by Cllr Ringstead, seconded by Cllr Davis and agreed that the Council would exclude members of the public to discuss confidential information under the provisions of section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960.

Cheshire West and Chester Councils proposed next steps with regards to an enforcement matter were noted.

Meeting closed at 21:00

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on Wednesday, 5th March 2025 at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr E-C Hewitt, Cllr D Hughes, Cllr M Littlewood, Cllr P M Paterson, Cllr V Roberts, Cllr R Whelan.

Clerk: Mr M Roberts

In attendance: 6 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

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

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

Cllrs Hughes, Littlewood and Whelan as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association.

Cllr Ringstead as a member of her household is a member of Men in Sheds.

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

Cllr Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 5th February 2025.

It was proposed by Cllr Paterson seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 5th February 2025 be agreed as a true record of the meeting.

(d) Dates of future meetings.

2nd April (including Annual Parish Meeting)

8th May**

5th June**

17th July**

3rd September

1st October

5th November

3rd December

8th May

5th June

17th July

3rd September

1st October

5th November

3rd December

**** Note that the summer meetings will be held on Thursdays**

(e) Training

Training requests from Cllr Roberts and the Clerk were noted. It was proposed by Cllr Littlewood, seconded by Cllr Ringstead and agreed that five courses would be approved.

2. Community Engagement/Communications

(a) Visiting members' speaking time

There were no visiting members.

(b) Visiting officers' speaking time

Mr Lewin reported that a fallen tree on Green Lane was still present but that he was making enquiries to have it moved.

(c) Public Speaking Time

A member of the public asked about progress regarding the proposed pedestrian crossing at the A41 junction. The MP and Chief Executive of the Local Authority had been contacted. The resident offered to help support the Council if required.

(d) To receive a report concerning recent Public Correspondence.

Correspondence had been received regarding:

The Station Lane footpath proposal

The Parish Car Park surface

The A41 pedestrian crossing.

(e) To receive a report from Councillors presiding at the recent Surgery

Cllrs Davis and Ringstead reported that a member of the public had asked enquired as to the possibility of additional speed limit signs on School Lane and asked if existing signs could be cleaned. A resident raised concerns with regards to flooding on Wicker Lane. A compliment was made with regards to the planters outside the shops.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that there had been a successful meeting prior to the full council meeting and that a draft newsletter would be circulated to councillors for comment prior to publication in April. The PC website had also been discussed.

(g) To receive a report from the Support Group

The support group had helped with reporting the need for hedge cutting on Guilden Sutton Lane, help with finding a lost cat, thanking the volunteers that are currently cutting back the overgrown hedges, circulating information with regards to a fallen tree on the A51 and offers of help for the Birds & Boxes event.

(h) To consider matters regarding sustainability

Nothing further.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Cllr Whelan reported that a Bird & Box event had been held. This had been successful with a good attendance. Another event was upcoming and a new management plan was under development.

(b) Wildflower Garden

Cllr Ringstead reported that there had been a site meeting with regards to the positioning of seating. Cllr Paterson provided an update and noted that a planter had been ordered.

(c) Old School Field
Nothing further.

(d) Dog fouling
Nothing further.

(e) Grit Box
It was noted that the grit boxes had arrived and Cllr Davis had completed groundworks for one of them.

(f) Hilltop Road Wildflowers
Cllr Whelan noted that the members' budget funds had been received and a plan was being devised to begin work in the next few weeks.

4. Transport and Highways

(a) To receive an update on Public Transport issues and additional government funding
Cllr Paterson suggested that proposals with regards to devolution may eventually yield additional funding.

(b) To receive an update from Councillors involved in the footpath working group.
Cllr Ringstead noted that communications with a landowner had been established. It was noted that another landowner had expressed concerns with regards to dog fouling and leptospirosis. Cllr Littlewood noted that there was also potential to improve footpath 7.

(c) To receive an update on Community Speedwatch
Cllr Littlewood noted that the PCSO had conducted a session of speedwatch recently. It was noted that the purchase of a TruCam could be discussed at the next meeting.

(d) To consider the offer of a ward walk with the Highways and StreetCare teams.
The offer of a ward walk was considered and a time and meeting place agreed.

(e) To review the Actions Log

Reference	Issue	Details	Status
HW671903322	Grid/Drain – Blocked School Lane	Reported December '24 TP	
HW682243728	Street Light – War memorial	Reported January '25 ML	
TR684395257	Unauthorised obstruction Obstructed drains under A55 bridge	Reported Feb '25 ECH	Closed by CWAC PC to monitor
TR684395863	Street Lighting – Light out/not working	Reported Feb '25 ECH	
TR684396379	Street Lighting – Light out/not working	Reported Feb '25 ECH	
TR685597338	Tree/Hedge – Heath Bank	Reported Feb '25 ECH	

TR685685008	Hedge & Shrubs	Reported Feb '25 ECH	
TR685715574	Streetcare & Grounds – Tree Work – Guilden Sutton Lane	Reported Feb '25 ECH	
TR6854098	Footway flooding leaking water pipe	Reported Feb '25 RW	
TR668771	Trees next to a road – Debris on Road – School Lane/Station Lane junction	Reported Dec '24 RW	
SS690514661	Broken Bin	Reported Mar '25 ML	

(f) A41 pedestrian crossing.

It was noted that the Clerk would follow up with Ward Members.

5. Planning

(a) New applications:

25/00562/TPO	Church Farm Church Lane 2x Yew trees - Remove epicormic stem growth, reduce crowns by 1-2m to maintain growth and overall health of the trees	AD/SR
25/00450/PAA	The Summerhouse Land At Grid Ref 344190 368349 Guilden Sutton Lane Construction of vertical extension to create additional storey	DH/ML

(b) Awaiting Decision:

24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION
24/02614/OUT	18 Ash Bank Hare Lane Two storey dwelling	OBJECTION
24/03409/FUL	Cheshire West and Chester Council Chester Area Highways Office Guilden Sutton Lane	NO OBJECTION
25/00246/TPO	1 The Hall School Lane	NO OBJECTION

(c) Decision Notices

25/00119/TPO	8 Oaklands Tree Preservation Order application	APPROVED
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d) Neighbourhood Plan

Cllr Paterson that a potential new member of the group had been approached.

6. Trees and Hedges

Cllr Whelan noted that a response from a tree officer was awaited.

7. Finance

(a) To note recent items of income:

Cheshire West and Chester Council (Members Grant)	£392.00
Scottish Widows Account 1 (Interest)	£73.96
Scottish Widows Account 2 (Interest)	£16.09

(b) To approve recent items of spending:

M Roberts (Salary)	At agreed rate (no VAT)
R Ringstead (Salary)	At agreed rate (no VAT)
HMRC (Payroll)	£145.60 (no VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
M Roberts (Grit Bins)	£251.88 (inc. £41.98 VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)*
M Roberts (Phone)	£16.30 (inc. £2.72 VAT)
M Roberts (Printer Ink)	£34.40 (inc. £5.73 VAT)
B Lewin (Website Expenses)	£81.51 (inc. £13.60 VAT)

*It was noted that the payment in respect of the website would be lowered by 47p to correct a prior overpayment.

(c) To approve updated account balances

Co-Operative Current Account	£6,524.54
Co-Operative Deposit Account	£10,543.76
Scottish Widows Business Fund 1	£20,003.23
Scottish Widows Business Fund 2	£4,352.02
Cambridge Building Society Deposit Account	£60,000.00

It was proposed by Cllr Paterson, seconded by Cllr Hewitt and agreed that the above listed payments would be made and balances be approved. The Clerk would process payments and Cllr Paterson would authorise.

The Clerk reported on the process for drawing funds from Scottish Widows. It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that existing funds would be withdrawn in full from Scottish Widows but the accounts would be left open should they be needed in the future.

(d) Appointment of an internal auditor for the year 2024/25

It was proposed by Cllr Hughes, seconded by Cllr Littlewood and agreed that Mr Robert Wilkinson be approached with regards to the upcoming internal audit.

(e) Graveyard Grant

The Clerk noted that a letter of thanks had been received regarding the Council's funding of the Green bin for the St. John's Church.

8. Grounds Maintenance

(a) Hare Lane Village Green

The Clerk reported that the works were on track for completion by the end of March.

(b) Beacon

The potential of recovering the beacon was discussed and potential sites would be considered.

(c) Parish Car Park

Cllr Whelan noted that there was a pothole within the Car Park area. It was agreed that solutions would be explored.

Cllr Littlewood noted that the daffodils were starting to flower.

9. Primary School

Cllr Hughes noted that a recent fire drill had been completed in 1m37s.

Cllr Hughes noted that financial challenges existed and further meetings were to take place.

Cllr Whelan noted that two traffic near misses had occurred in recent weeks, one where a vehicle had mounted the narrow section of pavements in Hilltop Road.

10. War Memorial

Cllr Davis would clear the area. Cllr Whelan noted a response from the tree officer was awaited.

11. Members Information

Cllr Whelan noted that there were a number of new residents in the village and would deliver welcome packs.

Cllr Davis noted that there was a new firm in the area offering roofing services.

Cllr Ringstead noted a requirement for more business cards.

Cllr Paterson noted concerns with regards to footpaths in the area particularly the surface of the footpath to the side of the primary school.

Cllr Paterson noted an incident of green waste fly tipping at the rear of Oaklands.

Cllr Hewitt enquired with regards to no dog fouling signs in the Guilden Sutton Lane/Heath Bank area.

Cllr Hewitt asked with regards to a dog waste bin with a corroded base.

12. Exclusion of the Press and Public

It was proposed by Cllr Ringstead, seconded by Cllr Littlewood and agreed that the Council would exclude members of the public to discuss confidential information under the provisions of section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960.

It was noted that a planning enforcement matter had not been progressed by the planning authority.

Meeting closed at 20:45

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on Wednesday, 2nd April 2025 at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr E-C Hewitt, Cllr D Hughes, Cllr M Littlewood, Cllr P M Paterson, Cllr V Roberts, Cllr R Whelan.

Clerk: Mr M Roberts

In attendance: Borough Cllr G Heatley, Mr B Lewin and 3 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and noted from Borough Cllr Parker and PCSO Netherton.

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

Cllrs Hughes, Littlewood and Whelan as members of Guilden Sutton Green Space.

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association.

Cllr Ringstead as a member of her household is a member of Men in Sheds.

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

Cllr Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 5th March 2025.

It was proposed by Cllr Davis seconded by Cllr Hewitt and agreed that the minutes of the ordinary meeting held on 5th March 2025 be agreed as a true record of the meeting.

(d) Dates of future meetings.

8th May**

5th June **

17th July**

3rd September

1st October

5th November

3rd December

**** Note that the summer meetings will be held on Thursdays**

(e) Training

It was proposed by Cllr Davis, seconded by Cllr Paterson and agreed that Cllr Hewitt attend the Induction training on 2nd July and roles and responsibilities on 16th September.

2. Community Engagement/Communications

(a) Visiting members' speaking time

Cllr Heatley noted issues with the condition of roads in the area.

(b) Visiting officers' speaking time

Mr Lewin noted a concern with making any changes to Footpath 7 as it was a linear woodland.

(c) Public Speaking Time

A member of the public noted that a commercial premises did not have permission to expand activities as a result of a recent public enquiry.

A member of the public noted noise had been heard from commercial premises earlier in the day.

(d) To receive a report concerning recent Public Correspondence.

Speeding Traffic

Station Lane footpath

(e) To receive a report from Councillors presiding at the recent Surgery

Cllr Davis reported that a resident had raised concerns with a protruding branch on Wicker Lane.

It was agreed that Cllrs Davis and Ringstead would preside at the next surgery to be held on 3rd May.

(f) To receive a report from the Communications sub-committee

Cllr Littlewood reported that the latest newsletter was being distributed. It was noted that the Chairs' report would be included in a future newsletter. It was noted that signage had been added to all noticeboards advising how CWAC could be contacted and a similar sign would be designed for the police report it.

(g) To receive a report from the Support Group

Cllr Littlewood reported that the support group had helped with lost dogs and cats, distributed information with regards to road issues and events. Members of the group had offered to help residents affected by recent power cuts.

(h) To consider matters regarding sustainability

Nothing further.

(i) Grant Application

Cllrs Paterson, Hughes, Whelan and Littlewood declared an interest as members of the Guilden Sutton Fete Committee.

It was proposed by Cllr Davis, seconded by Cllr Roberts and agreed that a grant of £350 be made towards the summer Fete.

(j) New Parishioners

It was proposed by Cllr Ringstead seconded by Cllr Paterson and agreed that Cllr Whelan be authorised to purchase welcome cards at a cost of £7.59 inc. VAT.

(k) Resilience Plan

Cllr Whelan reported that work had commenced on a revised resilience plan.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Nothing further.

(b) Wildflower Garden

It was proposed by Cllr Paterson, seconded by Cllr Whelan and agreed that the Council suspend Financial Regulation 9.4 in order that the Clerk be able to order a planter using a card payment. The purchase of a planter

(c) Hilltop Road Wildflowers

Cllr Whelan noted that bark had been spread with the help of Cllr Davis and a member of the public.

4. Transport and Highways

(a) To receive an update on Public Transport issues and additional government funding

Cllr Ringstead reported that the Saturday service was being very well used, across a wide demographic of residents.

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

Cllr Ringstead noted that the landowner was reviewing the proposal. It was noted that the Council was reliant on the support of the landowner. Cllr Davis noted a concern with the exit from Footpath 7 onto Station Lane. Cllr Whelan noted that a PROW officer had visited with a view to improving the footpath.

(c) To receive an update on Community Speedwatch

Cllr Littlewood noted that PCSO Netherton had confirmed the correct specification for a speed gun. It was noted another PCSO had taken responsibility for training of new volunteers. It was proposed by Cllr Paterson, seconded by Cllr Davis and agreed that a speed gun be purchased at a price of £136.05 inc. VAT.

(d) To consider the offer of a ward walk with the Highways and StreetCare teams.

It was noted that arrangements had been made with a member of Highways. Cllr Ringstead requested that Cllrs Littlewood and Paterson convene with regards to planning a route and issues that need to be raised. Cllr Littlewood had started to compile an aide memoire for the event and would circulate to members to contribute to.

(e) To review the Actions Log:

Reference	Issue	Details	Status
HW671903322	Grid/Drain – Blocked School Lane	Reported December '24 TP	
HW682243728	Street Light – War memorial	Reported January '25 ML	New street light installed, not yet connected
TR684395257	Unauthorised obstruction Obstructed drains under A55 bridge	Reported Feb '25 ECH	Closed by CWAC PC to monitor
TR684395863	Street Lighting – Light out/not working	Reported Feb '25 ECH	Resolved
TR684396379	Street Lighting – Light out/not working	Reported Feb '25 ECH	Resolved
TR685597338	Tree/Hedge – Heath Bank	Reported Feb '25 ECH	Referred to National Highways
TR685685008	Hedge & Shrubs	Reported Feb '25 ECH	

TR685715574	Streetcare & Grounds – Tree Work – Guilden Sutton Lane	Reported Feb '25 ECH	
TR6854098	Footway flooding leaking water pipe	Reported Feb '25 RW	
TR668771	Trees next to a road – Debris on Road – School Lane/Station Lane junction	Reported Dec '24 RW	
SS690514661	Broken Bin	Reported Mar '25 ML	Resolved
TR694344264	Footpath covered in mud Guilden Sutton Lane	Reported Mar '25 ECH	
TR69470900	Trees/branches next to road or footway Oaklands	Reported Mar '25 ECH	

(f) A41 pedestrian crossing.

It was noted that a new executive member for Highways was in place at CWAC who may be able to assist further.

(g) Dog fouling signage

It was proposed by Cllr Littlewood, seconded by Cllr Hewitt and agreed that the Council purchase additional dog fouling signage.

5. Planning

(a) New applications:

25/00593/FUL	4 Wood Farm Close Two storey rear extension	15 April 2025
25/00934/FUL	2 Oaklands Guilden Sutton Single storey side and front extensions, alterations to rear window/door openings, rendering of external walls, erection of detached home office and new boundary fence	25 April 2025

(b) Awaiting Decision:

24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION
24/02614/OUT	18 Ash Bank Hare Lane Two storey dwelling	OBJECTION
25/00562/TPO	Church Farm Church Lane 2x Yew trees - Remove epicormic stem growth, reduce crowns by 1-2m to	NO OBJECTION

	maintain growth and overall health of the trees	
25/00450/PAA	The Summerhouse Land At Grid Ref 344190 368349 Guilden Sutton Lane Construction of vertical extension to create additional storey	OBJECTION

(c) Decision Notices

24/03409/FUL	Cheshire West and Chester Council Chester Area Highways Office Guilden Sutton Lane	APPROVED
25/00246/TPO	1 The Hall School Lane	APPROVED

d) Neighbourhood Plan

Cllr Paterson reported that work was continuing.

6. Trees and Hedges

Cllr Whelan reported that the tree officer has reported S154 notices have been served with regards to unsafe trees on private land. At risk trees owned by CWAC would be monitored on an annual basis. A number of trees under CWAC ownership were scheduled for works.

Cllr Davis noted that a number of volunteers wished to support with regards to groundwork in communal areas, for example grass verges. It was agreed that this would be raised on the Parish walk with Highways.

7. Finance

(a) To note recent items of income:

Graveyard Grant	£660.00
Cambridge Building Society (Interest)	£290.39

(b) To approve recent items of spending:

M Roberts (Salary)	£399.96 (no VAT)
R Ringstead (Salary)	£202.47 (no VAT)
HMRC (Payroll)	£145.40 (no VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
M Roberts (Website)	£11.40 (inc VAT)
M Roberts (Phone)	£16.30 (inc VAT)
M Roberts (Stamps)	£6.80 (no VAT)
M Roberts (GreenSpace Plants – From Grant funding)	£234.00 (inc. £39.00 VAT)
M Roberts (Cromwell – Pot Hole)	£25.14 (inc. £3.36 VAT)
M Roberts (Tarmac)	£11.95 (inc. £1.99 VAT)
M Roberts (Bitumen)	£9.75 (inc. £1.63 VAT)
St. John's Church (Graveyard Grant)	£660.00 (no VAT)
Guilden Sutton Fete Committee (Grant)	£350.00 (no VAT)
R Whelan (Welcome Cards)	£7.59 (inc. £1.33 VAT)

R Whelan (Tarmac)	£10.14 (inc. £1.69 VAT)
Autela Payroll Services (Payroll)	£94.56 (inc. £15.76 VAT)
M Roberts (Wildflower Seeds – from members grant)	£189.99 (inc. £31.66 VAT)
S Roberts (Rent)	£80.00 (no VAT)
V A Jones (Rent)	£80.00 (no VAT)
Guilden Sutton Community Association (Hall Hire)	£1.00 (no VAT)

(c) To approve updated account balances

Co-Operative Current Account	£5,415.69
Co-Operative Deposit Account	£10,543.76
Scottish Widows Business Fund 1	£20,003.23
Scottish Widows Business Fund 2	£4,352.02
Cambridge Building Society Deposit Account	£60,290.39

It was proposed by Cllr Paterson, seconded by Cllr Littlewood and agreed that the above listed payments would be made and balances be approved. The Clerk would process payments and Cllr Hughes would authorise.

It was proposed by Cllr Hughes, seconded by Cllr Davis and agreed that Cllrs Hughes and Paterson, as signatories to the Scottish Widows account be authorised to sign instruments to close the Scottish Widows Business Fund 2 account and transfer £20,000 from Scottish Widows Business Fund 1 to the Current Account. It was agreed that upon receipt of the precept that the Clerk would transfer £9,456.24 to the Co-Operative Deposit Account. Upon receipt of funds from Scottish Widows, the Council would transfer the sum of £24,709 to the Cambridge Building Society account.

The Clerk noted that BACS advice with regards to the precept had arrived earlier in the day.

The Clerk noted that the VAT return for the period 1st October 2024 – 31st March 2025 had been submitted.

The Clerk provided a financial report for 2024/25 noting the Council was in a healthy financial position despite increased costs, which meant that future increases in the precept, to meet an anticipated gap in grant funding identified in the Council's strategic plan, would be spread over a number of years.

(d) Audit process for the year 2024/25

The Clerk reported that the initial balance sheet and accounting statements had been completed and internally verified, meaning that the accounts could be passed to the internal auditor.

(e) Graveyard Grant

It was noted that the graveyard grant had been received from CWAC in full and the payment had been remitted to St. John's.

8. Grounds Maintenance

(a) Hare Lane Village Green

It was proposed by Cllr Whelan, seconded by Cllr Ringstead and agreed that the Council fund compost at a cost of up to £40 for the Hare Lane planter.

(b) Beacon
Nothing further.

(c) Parish Car Park

Cllr Whelan noted that the pothole in the Parish Car Park had been fixed. Cllr Hughes proposed a vote of thanks to the member of the public who had worked with the Council to fix the pothole.

9. Primary School

Cllr Hughes noted that funding had been secured to improve the quadrangle. It was noted that the mural that the Council had contributed to would be incorporated into the new design.

It was noted that the Council would seek a list of approved books with regards to funding these for school leavers.

10. War Memorial

Cllr Davis would start to maintain the memorial.

11. Members Information

Cllr Roberts noted that a Cheshire and Warrington nature recovery strategy was being produced this year.

Cllr Whelan reported that the Primary School were implementing a new waste system requiring waste to be separated on site. This would result in an increase in bins, traffic to the site, an increase in work for school staff and pupils, an increase in cost to the school and loss of jobs with the private contractor. Cllr Whelan noted that this appeared to be seen to be doing something, rather than having any practical or environmental benefit.

Cllr Hewitt noted concerns that a mini-quadbike had been used in the area, including on the highway. It was noted that this had been reported to the police.

Cllr Hewitt noted that there was an overgrown hedge on Guilden Sutton Lane, that was encroaching the footpath.

Cllr Paterson noted that part of a fallen tree at The Dell had been removed, but some parts remained.

Cllr Paterson noted that a devolution consultation had been held on 26th March.

Cllr Paterson noted a case of potentially unlawful parking.

Part 1 closed at 2048.

12. Exclusion of the Press and Public

It was proposed by Cllr Ringstead, seconded by Cllr Littlewood and agreed that the Council would exclude members of the public to discuss confidential information under the provisions of section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960.

Advice regarding a data protection matter was noted.

Meeting closed at 2054.
