

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on 4th February 2026 at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr A Davis

Present: Cllr E-C Hewitt, Cllr D Hughes, Cllr M Littlewood, Cllr D Oxley, Cllr P M Paterson and Cllr S Ringstead.

Clerk: Mr M Roberts, Mrs E Haspell

In attendance: Mr B Lewin, Mr S Tiplady and 1 member of the public.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr V Roberts.

Apologies were received and noted from Cllrs Heatley and Parker.

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

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

Cllr Hughes as a member of Guilden Sutton Community Association.

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

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 minutes

It was proposed by Cllr Paterson seconded by Cllr Hughes and agreed that the minutes of the ordinary meeting held on 7th January 2026 be agreed as a true record of the meeting.

(d) Confirmation of minutes of the Extraordinary meeting

It was proposed by Cllr Paterson seconded by Cllr Hughes and agreed that the minutes of the Extraordinary meeting held on 28th January 2026 be agreed as a true record of the meeting. It was agreed that there should be an amendment to the minutes as there were approximately thirty members of the public present at the meeting.

(e) Dates of future meetings.

4th March

1st April

6th May

3rd June

15th July (or 1st July and 5th August)

2nd September

7th October

4th November

2nd December

(f) Devolution Update

Nothing further to report.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None.

(b) Visiting officers' speaking time

The Volunteer Scheme Officer said that they were looking at Street name plates to include Summerfield Road, Church Lane and the Old Hall Park sign. He said that they could paint signs if they were in a good condition. He also said that they were not receiving feedback from Cheshire West and Chester for their work.

(c) Public Speaking Time

A member of the public expressed their thanks to the person who had cut back the low hanging branches from the footpath.

They also raised the issue of the potholes and the pot line at the junction of Belle Vue Lane and where the old School was. She was informed if there is a white line on it then Highways are aware of it.

They raised the appalling condition of Station Lane and that the entire length needs resurfacing from end to end.

They also asked who was responsible for the footpath on the north side of School Lane. They were informed that it was a Highways Scheme backed by the Council.

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

The Assistant Clerk reported via correspondence views regarding the proposed housing scheme off School Lane, the Peak Cluster Scheme and the Neighbourhood Plan.

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

Cllr Oxley said that he had spoken to two people on Saturday. One had expressed their concerns about speeding and had asked about monitoring. Another who lives down Cinder Lane had said that it is very dark on the steps to Church Lane. Cllr Paterson explained that there had been a light there, but that residents had complained. It was felt that a lower-level light to illuminate the steps would be preferable.

Cllr Ringstead said that a gentleman from Summerfield House had rung the Clerk and had not received a reply. It was felt that a Voice message on the phone would be preferable so that people would know that they are ringing the correct number.

He would like to get involved with the housing development and the carbon capture but is Covid vulnerable. He feels isolated and would like a recording of the meeting.

Cllr Littlewood said that she was concerned that he had not received her recent correspondence.

It was agreed that no recording would be given until after the minutes had been completed.

It was agreed that Cllrs Davis and Paterson would preside at the next surgery on 28th February.

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

Cllr Littlewood reported that the next meeting would be held on 4th March at 7 – 7.30 pm. It was also reported that there would be a Finance meeting.

(g) To receive a report from the Support Group

Cllr Littlewood reported that the Support Group had helped with road closures, overflowing bins and with the discussion regarding the pipeline.

(h) To consider matters regarding sustainability

Cllr Hewitt said that it might be necessary to appoint another Cllr to deal with this at the next meeting, pending Cllr Robert's availability.

(i) Resilience Plan

Nothing to report.

(j) To consider a grant application

It was agreed to defer this application to the next meeting, pending a breakdown of costs from the school.

It was agreed to approve the funding of the St John's green bin at £55.00.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Not received a report.

(b) Wildflower Garden

Nothing further until spring.

(c) Hilltop Road project

It was reported that there was an article in this month's Marigold newsletter regarding the developing plans for Hilltop Road.

4. Transport and Highways

(a) To receive an update on Public Transport issues

Cllr Ringstead said that she had been in contact with Cllr Shore, and had been informed that further trials of the Rural Initiative Scheme were going to be undertaken. Unfortunately, a decision was yet to be taken on where these trials should be. Cllr Shore is acutely aware of the needs of Guilden Sutton and will keep the Council informed.

Cllr Paterson informed those present that she would be attending the Rural Needs Analysis on 26th February. Members were asked to let her have any issues.

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

Cllr Ringstead reported that this was on hold at the moment.

(c) To receive an update on Community Speedwatch

It was reported that the Police had been monitoring the 40 mph area in the village (under the bridge) and the field on the rise in to the village.

Cllr Hewitt reported via correspondence from Cllr Roberts.

It was agreed to obtain some quotes for Speed Indicator Devices (SIDs). Once obtained, to seek permission from Highways.

(d) Highways Officer Engagement

Cllr Hewitt reported that she had two new contacts for Highways – Mr James Billington and Mr Andrew Moulton. She said that she would be happy to meet them to discuss the Parish issues.

She also reported that she had contacted the Highways Officer regarding the Give Way sign at School Lane.

She was thanked for the new signs and it was noted that there were still some outstanding signs. It was reported that the sign on Belle Vue Lane had been misspelt.

It was noted that there would be a ward walk in March/April.

(e) Footpath 7

It was reported that nothing would commence until the start of the fiscal year. However, communication had been established.

(g) A41 junction improvements

Nothing further.

(h) Volunteer Scheme

The Volunteer Scheme Officer reported that the potholes had been marked.

He also asked for an individual email address, to comply with GDPR.

5. Planning

(a) New Applications:

26/00015/RPA	The Summerhouse, Guilden Sutton Lane – Construction of vertical extension to create additional storey.	TO NOTE (comments not accepted).
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(b) Awaiting Decision:

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 maintain growth and overall health of the trees.	NO OBJECTION.
25/03143/FUL	Frogmore Cottage and Primrose Hill Cottage Church Lane Erection of greenhouse to the side of the dwelling and external alterations associated with the merging of Primrose Hill & Frogmore Cottage.	NO OBJECTION.
25/04003/OUT	Land at School Lane, Guilden Sutton, Chester. Outline planning application for the erection of up to 2 dwellings (with all matters reserved for	OBJECTION

	future approval) landscaping and associated infrastructure.	
26/00081/PIP	Land at Hare Lane, Guilden Sutton Chester, Permission in principal for one dwelling.	OBJECTION

(c) Decision Notices
None.

It was agreed to add Cllr Roberts comments to planning application number 25/04003/OUT and for the Clerk to submit the comments from the Parish Council.

It was noted that the WhatsApp group for School Lane would be sending a response to the Orchard Lane and Station Lane applications.

They have also sent a formal notice to United Utilities regarding the drainage system in the village. In addition, they have sent a formal notice to Highways regarding the lack of pavements in the village.

The Peak Cluster Pipeline

It was agreed that a meeting via Zoom should be arranged to discuss this further with the Council's comments before the deadline of 27th February 2026.

d) Neighbourhood Plan

A further meeting was scheduled for Tuesday, and hopefully the Neighbourhood Plan would be ready for submission.

e) Chester Green-Belt Alliance & CPRE

Cllr Paterson reported that the Green-Belt Alliance's petition, and the three five-minute presentations delivered to the Scrutiny Committee had been well received. The submissions effectively highlighted issues relating to green belt, grey belt and brownfield sites.

The Scrutiny Committee has scheduled a Local Plan Review meeting for the end of April. The Alliance will be given the opportunity to present and circulate material.

The Alliance is considering commissioning an independent green belt assessment, as reliance on a CWAC review could possibly limit opportunities for representation. Peter Black and Rob Burns (The Heritage Consultant) have prepared a quotation to undertake an assessment of Areas 4,5 and 6, including site visits, assessment against green belt purposes (A,B and D), grey belt criteria and evaluation of landscape and heritage considerations.

The total cost would be £5,250.00 with no VAT applicable. The Parish share would be £735.00. Christleton Parish Council has agreed to proceed.

It was proposed by Cllr Paterson seconded by Cllr Hughes and agreed that Guilden Sutton Parish Council proceed with the independent green belt assessment.

A budget allocation of £2,500.00 has been set aside for this work.

It was reported that the Parish's share of the Scrutiny Committee presentation costs was £177.07. This would be approved once the invoice was received.

CPRE has requested the Parish's input on its consultation on the National Planning Policy Framework, covering Green-Belt Protection, Valued Landscapes, Rural Affordable Housing, The Standard Method and Five-Year Housing Supply, Transport and Housing Density.

The Committee reviewed the twenty-one questions and it was approved that the Parish supports CPRE's submission.

6. Trees and Hedges

Nothing further.

7. Finance

(a) To note recent items of income:

VAT Rebate	£559.63
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(b) To approve recent items of spending:

M Roberts (Salary)	£413.05 (no VAT)
E Haspell (Salary)	£218.10 (no VAT)
HMRC (Payroll)	£163.97 (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)	£15.60 (inc £2.60 VAT)
M Roberts (Phone)	£14.30 (inc £2.38 VAT)
M Roberts (Defibrillator Supplies)	£139.20 (inc £23.20 VAT)
St. John's Church (Green Bin Grant)	£55.00 (no VAT)*
Christleton Parish Council (Green Belt Alliance)	£177.07 (no VAT)*

(c) To approve updated account balances

Co-Operative Current Account	£986.22
Co-Operative Deposit Account	£18,000.00
Scottish Widows Business Fund	£81.12
Cambridge Building Society Deposit Account	£86,428.81

It was agreed that the Clerk would arrange the transfer of £1,000 from the Co-Op deposit account to the Current Account.

It was noted that the Q3 VAT return had been completed.

It was agreed that the Clerk would process the outstanding payments (*) as soon as invoices were received.

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

8. Grounds Maintenance

(a) Hare Lane Village Green

Nothing further.

9. Primary School

Cllr Hughes reported that the children were improving their reading skills and it is encouraging to see the progress that they are making.

Cllr Davis reported that there would be a bongo bingo at the school, and that tickets had already sold out.

10. Defibrillators

It was agreed to approve the paediatric defibrillator pads at £68.00 plus VAT, provided that they are compatible.

The Clerk would speak to Mr Latham regarding the possibility of conducting workshops with various groups to ensure that they are competent in using them.

11. Members Information

It was agreed that the Peak Cluster pipeline should be added to the next agenda.

It was decided that the Clerk would forward information of the Supplier of the Parish Noticeboards.

Cllr Ringstead gave her apologies for the meeting scheduled in March.

Cllr Littlewood reported that she had met with the Beavers, who are working towards their community badges. They asked some interesting questions.

They have requested to borrow some litter pickers and intend to create some Easter cards for the residents of Summerfield House.

It was agreed to donate Easter eggs to the participants at an approximate cost of £20.00.

Cllr Hewitt agreed to meet the PCSO with Cllr Littlewood at a suitable time.

It was reported that a response from CWAC Highways, regarding the wall on Church Lane is still awaited.

12. Exclusion of the Press and Public

It was proposed by Cllr Ringstead, seconded by Cllr Hughes 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 Clerk was asked to send a response to a resident regarding the Neighbourhood Plan and various planning matters.

(a) Staffing

Succession planning was further discussed.

(b) Planning Enforcement matters

Various planning enforcement matters were raised.

Meeting closed 21.14 pm
