

GULDEN SUTTON PARISH COUNCIL

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

Chairman: Cllr A Davis

Present: Cllr E-C Hewitt, Cllr D Hughes, Cllr D Oxley, Cllr V Roberts and Cllr P M Paterson.

Clerk: Mr M Roberts, Mrs E Haspell

In attendance: Mr B Lewin and Mr S Tiplady.

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr M Littlewood and Cllr S Ringstead.

An apology was received and noted from Cllr Parker.

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

Cllrs Hughes as a member of Guilden Sutton Green Space.

Cllr Hughes as a member of Guilden Sutton Community Association.

Cllrs Paterson as a member 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 4th February 2026 be agreed as a true record of the meeting.

(d) Dates of future meetings.

1st April

6th May

3rd June

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

2nd September

7th October

4th November

2nd December

(e) Devolution Update

Cllr Roberts reported that the Cheshire and Warrington Combined Authority was now officially established. This would give Cheshire and Warrington a seat at the table of Northern, National and International platforms. This would also help to deliver the ambition to be the healthiest, most inclusive, most sustainable and fastest growing region in the United Kingdom by 1945.

She also reported that the Mayoral elections would take place in May 2027.

Cllr Paterson reported that she had attended a zoom meeting on the Rural Needs Analysis – which had been an interesting meeting run by ChALC.

The information and slides had been forwarded to all Guilden Sutton Councillors. Councillors were asked to read this information.

(f) Cheshire Community Action

The Clerk reported that the Cheshire Community Action membership was up for renewal. It was agreed to defer this item to the next meeting.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None.

(b) Visiting officers' speaking time

The Footpath's Officer reported that he had cleared a few brambles from Green Lane. He said that there were about three areas that needed attention and that permission would probably be needed from CWAC to carry out the work.

The Volunteer Scheme Officer said that he had now received some feedback from CWAC Highways.

Cllr Littlewood has asked for feedback from the village residents on issues. This had also been undertaken in previous years.

(c) Public Speaking Time

None.

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

The Clerk reported via correspondence items regarding:-

- A fence issue – the Footpaths Officer has confirmed that a fencing contractor will attend to assess the fence,
- A noise nuisance complaint – it was agreed that this did not fall within the remit of the Parish Council,
- A request from a local trader to trade fresh stonebaked pizza once a month from his trailer – the Clerk reported that this had been forwarded to the Community Association who had responded positively.
- Planning matters – the Council is taking professional advice and these points are already taken into account when dealing with planning applications.

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

Cllr Paterson reported that the Plus Bus would cease to operate at the end of March 2026.

It was agreed that Cllr Oxley and Cllr Roberts, (pending her availability) would preside at the next surgery on 28th March at 10:00 am.

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

It was reported that the next newsletter was due in April and Cllr Littlewood has asked for suggestions for additional items. It was agreed to try and deliver alongside the Marigold newsletter.

(g) To receive a report from the Support Group

The Clerk reported that the Support Group had helped with road closures; water leaks and with discussions on the School street. He thanked the volunteers who had helped to plant the crocuses in the dell.

(h) To consider matters regarding sustainability

Nothing to report.

(i) Resilience Plan

Cllr Roberts said that she would produce a report around Easter.

(j) To consider a grant application

It was agreed to fund the cost of the boulders for the school pond at £300.00 plus VAT.

3. Open Spaces

(a) Guilden Sutton GreenSpace

The Clerk to follow up on the report.

(b) Wildflower Garden

Nothing further to report.

(c) Hilltop Road project

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

4. Transport and Highways

(a) To receive an update on Public Transport issues

Nothing further to report.

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

It was reported that Meadow Lea Farm was still for sale and it was felt that the Council could consider purchasing a parcel of the land.

(c) To receive an update on Community Speedwatch

It was noted that Cllr Littlewood would meet with the PCSO and ask for an update on escalations and to enquire who would be progressing the speedwatch initiative.

(d) Highways Officer Engagement

Cllr Hewitt reported that the culvert had been jetted. Issues relating to signage and potholes were discussed. The use of the speedwatch scheme was also considered, and it was noted that enforcement action will be taken where accurate records of repeat offenders are obtained.

Cllr Hewitt further advised that she would contact the Highways Manager at CWAC to arrange a site walkaround to review and discuss the outstanding issues.

(e) Footpath 7

It was agreed that Cllr Davis and the Footpath's Officer would meet with Michael Goan, the Public Rights of Way Officer early April to discuss the cost of the project.

(g) A41 junction improvements

It was felt that this might have been put on hold due to the CO2 pipeline proposals.

5. Planning

(a) New Applications:

None.

(b) Awaiting Decision:

24/02614/OUT	18 Ash Bank, Hare Lane Two storey dwelling	OBJECTION
25/00562/TPO	Church Farm, Church Lane	NO OBJECTION.

	2x Yew trees – Remove epicormic stem growth, reduce crowns by 1-2m to maintain growth and overall health of the trees.	
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 future approval) landscaping and associated infrastructure.	OBJECTION
26/00081/PIP	Land at Hare Lane, Guilden Sutton Chester, Permission in principle for one dwelling.	OBJECTION
26/00015/RPA	The Summerhouse, Guilden Sutton Lane – Construction of vertical extension to create additional storey.	TO NOTE (comments not accepted).

(c) Decision Notices

None.

d) Neighbourhood Plan

It was reported that a couple of volunteers were in place and that things were moving forward.

e) Chester Green-Belt Alliance & CPRE

Cllr Paterson said she would be meeting with the Greenbelt Alliance on Friday and that the CO2 sites, along with other sites in Guilden Sutton, would be viewed.

6. Trees and Hedges

Nothing further.

7. Finance

(a) To note recent items of income:

Cheshire West and Chester Council (Graveyard Grant) £1,013.21

(b) To approve recent items of spending:

M Roberts (Salary)	£413.25 (no VAT)
E Haspell (Salary)	£212.90 (no VAT)
HMRC (Payroll)	£162.57 (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)
ChALC (Training – AI)	£40.00 (no VAT)
ChALC (Training – AGAR)	£40,00 (no VAT)
St. John’s Church (Graveyard Grant)	£1013.21 (no VAT)

(c) To approve updated account balances

Co-Operative Current Account	£986.22
Co-Operative Deposit Account	£17,000.00
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 £2,000 from the Co-Op deposit account to the Current Account.

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

(d) Internal Audit

The Clerk reported that Mr Wilkinson would act as Internal Auditor.

(e) Graveyard Grant

It was agreed that the Parish Council would pay the shortfall of £741.79 towards the Graveyard Grant.

8. Grounds Maintenance

(a) Hare Lane Village Green

Nothing further.

9. Primary School

Cllr Hughes reported that the children’s reading was progressing well.

Cllr Davis reported that the Reading Cabin was to be opened the next day and that work to the pond project had commenced. He also reported that the School Street initiative would commence on the 20th March. It was noted that additional volunteers were required and it was suggested that this could be advertised in the upcoming newsletter.

10. Defibrilators

The Clerk reported that the paediatric pads were out of stock and was asked to explore other suppliers.

11. Members Information

Cllr Paterson requested that the briefing notes be condensed to six pages.

Cllr Hughes asked whether the grants application form could be reviewed and updated to request more detailed information.

Cllr Oxley reported significant mud on Guilden Sutton Lane towards the A41 and requested that a letter be sent to the farmer asking for the issue to be addressed.

Cllr Roberts reported that she had attended an AI training session which she found beneficial and

advised that she could provide a more detailed update should the Council wish. She also reported that St John's Church had created a Parish Profile and was close to advertising for a new Minister.

12. Exclusion of the Press and Public

It was proposed by Cllr Davis, 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.

(a) Staffing

Succession planning was further discussed.

(b) Planning Enforcement matters

Various planning enforcement matters were raised.

Meeting closed 21.14 pm.
