

GULDEN SUTTON PARISH COUNCIL
Minutes of the Annual Meeting of Guilden Sutton Parish Council held on 6th May 2026, at
7:30 pm 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 Paterson and Cllr V Roberts.

Clerk: Mrs E Haspell

In attendance: Mr B Lewin, Mr S Tiplady and several members of the public.

1. Procedural Matters

(a) Election of a Chairman for the 2026-27 municipal year.

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

Cllr P A Paterson in the Chair.

Cllr Paterson thanked Cllr Davis for his leadership during the last twelve challenging months. He has supported the school with the school pond and with the School Street project. Also, as the Councillor who has had the most time in the village, his local knowledge has also proved invaluable.

(b) To receive apologies for absence.

Apologies were received and accepted from Mr Roberts.

Apologies were received and noted from Ward Cllr M Parker.

(c) Vice Chairman

It was proposed by Cllr A Davis, seconded by Cllr P Paterson and agreed that Cllr M Littlewood be elected Vice Chairman for the coming year.

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

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

Cllrs 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.

Cllr Littlewood and Cllr Ringstead registered their personal interest in the planning application on Newhall Rise.

It was reported that Cllr Ringstead would step down from the Wildflower Garden Project group.

(e) Committees

Employment Committee – Cllrs Hughes, Paterson, Ringstead and Littlewood.

Finance Committee – Cllr Hughes, Cllr Davis and Cllr Paterson

GSGS Steering Group – Cllrs Hughes and Littlewood

Neighbourhood Plan – Cllrs Paterson and Ringstead and Cllr Oxley

Public Transport – Cllr Ringstead

Tree Warden – Mrs Whelan

SID and Speed Representative – Cllr Littlewood, Cllr Roberts and Cllr Hewitt

Footpaths – Mr B Lewin

Communications, community website and Facebook – Cllrs Littlewood, Ringstead, Mr Lewin and Cllr Oxley.

Police Liaison Officer – Cllr Littlewood & Cllr E-C Hewitt
Sustainability Lead – Vacant
Advisory Officer – Mrs S Proctor
Highways Officer – Mr S Tiplady
Highways Liaison Officer – Cllr E-C Hewitt

(f) Confirmation of minutes

It was proposed by Cllr Hewitt seconded by Cllr Oxley and agreed that the minutes of the ordinary meeting held on 1st April 2026 be agreed as a true record of the meeting.

(g) Dates of future meetings.

3rd June

15th July

2nd September

7th October

4th November

2nd December

(h) Devolution update

Cllr Roberts reported that the newly formed Cheshire and Warrington Combined Authority had appointed a Chief Executive, Mr Nick Walkley.

(i) Assertion 10 update

Cllr Littlewood said she would set up a working group to review this matter, including Mr Tiplady, and to consider the IT policy as part of that group's work.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None.

(b) Visiting officers' speaking time

Mr Lewin reported that Footpath 7, which runs past Hooks Wood, had been improved, although horses were not taking to it readily. He also noted that the steps at Great Boughton, near the rugby club, had been repaired. The Public Rights of Way (PROW) team had been very helpful.

The Clerk was asked to write to the PROW to formally thank them for the work carried out.

Mr Tiplady reported that the highways work would resume. He said they had spent around 50 hours clearing pavements and hedges and had a renewed contact with Highways.

(c) Public Speaking Time

Speaker 1 raised residents' concerns about Pipers Ash and the Hare Lane development. They highlighted the potential loss of village character, views, and wildlife, but emphasised that the main issue was traffic: the local C-road is not considered capable of accommodating the additional vehicles generated by 280 homes. They also pointed to wider pressures on local infrastructure and existing visibility problems on Hare Lane.

They also noted concerns about the timing of the planning application, which might be submitted in July during the Council's recess. In addition, residents were worried about the A41 access arrangements, including the entry and exit point and the risk of queuing and congestion.

Speaker Two spoke about another planning application at Newhall Rise and thanked the councillors who had visited the Stables, noting that their time, effort and support were greatly appreciated. They said that they have contacted the local MP, who has also been very supportive. Speaker Two added that the proposed access point would create an additional bottleneck in the village and, from a highway's perspective, this would be untenable.

Speaker Three advised that a request had been made for the Parish Council to consider adopting a "Specific Local Circumstances" planning position, to be brought forward for decision at the next meeting.

Speaker Three recommended that the Parish Council formally adopts a "Specific Local Circumstances" planning position. It was noted that the intention is not to oppose development, but to improve and strengthen the Parish Council's engagement with planning by providing clear, evidence-based information on site-specific and unusual local constraints, recognising that while planning decisions are policy-led they also rely on judgement. Reference was made to Guilden Sutton's particular characteristics and constraints, including the historic layout of the village, narrow lanes, limited or absent pavements, restricted visibility, and in some cases single-route access to parts of the village, together with infrastructure pressures such as drainage and sewer capacity and historic flooding concerns referenced in previous minutes. It was stated that setting out these constraints would assist decision-makers by providing a structured and defensible rationale where a proposal is considered to cause significant harm in this specific location, and would support a consistent, policy-aligned approach rather than case-by-case objections.

Speaker four said that they were concerned that, although they live at the small outpost at the end of Belle Vue Lane, they are very much part of Guilden Sutton. They added that the new development would completely block their view, but acknowledged that this is not a planning consideration.

The Chair encouraged everyone to respond to the consultation, noting that every comment would help.

Cllr Roberts advised residents to keep an eye on other planning decisions in Green Belt areas.

Residents were also encouraged to join the WhatsApp group to stay connected.

(d) To receive a report concerning recent Public Correspondence

Cllr Davis said that he would discuss the correspondence from Mr Jenkins at the next Parish meeting.

Cllr Littlewood acknowledged that e-bikes can be used legally but that she was reporting on e-bikes that were being used illegally. She said that she would make sure that she would qualify that in future correspondence.

Cllr Ringstead asked to speak regarding the use of a petrol "trimmer" in part two of the meeting.

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

Cllr Hewitt said that they had residents talking about the School Lane development. Also, a resident raised the issue of speeding at the top of Guilden Sutton Lane. The PCSO was also there and he brought in about introducing a SID sign which flashes a smile or an unhappy face at you. She said

that it will cost a lot of money but that you can share it with other councils. She asked that it be deferred to the next meeting to see if there is some funding available.

Cllr Littlewood said that it was a very successful surgery with the PCSO Hannath. He came down with the safer streets bus.

She also spoke to a gentleman about noise pollution and she said that she would follow up separate to this.

Cllr Hewitt said that after the surgery she said that she went litter picking and she talked to the PCSO there and he said that he would like the community to be more involved – i.e. litter picking. He is very keen on getting involved with the community.

It was agreed that Cllrs Oxley and Paterson would preside at the next surgery on the 30th May.

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

Cllr Littlewood reported that the latest newsletter had been distributed, and that the PCSO residents' voice article had been included in the Marigold. She added that the next newsletter would be issued in June/July, and that forthcoming plans for Hare Lane would be discussed. Residents would be kept informed regarding emergency planning. It was also reported that the next Communications meeting would take place before the next Parish meeting, at 7.00pm. Also, that the Clerk be included on the sub-committee.

(g) To receive a report from the Support Group

Cllr Littlewood said she would like to thank the support group. Updates were shared on several issues, including the accident in the village and the incident at Hoole roundabout. There was also information on waste collections, the School Lane petition for the residents' group, and potholes— along with how to report them, as there have been many this month. Further updates covered road closures, the Plant Fest and how we can support it, a dog that had been found, and matters relating to School Street. Overall, it has been another busy month.

(h) To consider matters regarding sustainability

None.

(i) Resilience Plan

Cllr Roberts said that she was hoping to circulate a draft as soon as possible.

3. Open Spaces

(a) Guilden Sutton GreenSpace

It was agreed to pay the sub-contractor directly for the maintenance works.

(b) Wildflower Garden

It was reported that the sunflowers were coming through. Also, that there had been some problems with the bench and Cllr Paterson said that she would check on this. Also, that seeds had been planted.

It was noted that Sue Proctor would be stepping down and that someone was required to take the lead.

(c) Hilltop Road project

None.

(d) To review the number of playground inspections

It was agreed to review whether the play area/trim trail should be inspected more frequently. It was also agreed to review the RoSPA reports, complete the recommended actions, and then obtain quotes for additional playground inspections.

4. Transport and Highways

(a) To receive an update on Public Transport issues

On the 17th April a few Councillors met with the MP, MPPS and the District Councillor – they discussed about the poor bus service at length. As a result, Sarah Pochin agreed that she would carry out a questionnaire on her own behalf to see what the usage was. She said that they had carried out an extensive questionnaire in 2024, but she wanted more up to date figures. She wanted to incorporate it on Facebook and she did talk about delivering a questionnaire to every household. Cllr Hewitt said that her PPS took her number and they have been liaising with this. She was happy to talk to the PPS before the next meeting and provide an update. It was felt that the survey should be on the Parish's Facebook page on behalf of the MP's office.

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

Nothing to report.

(c) To receive an update on Community Speedwatch

Cllr Littlewood said just to reiterate that we have been out a few times now that the weathers nicer. Thank you to everyone that has been involved with that and this data has gone to the police. They will be doing it in School Lane, but we do have permission for Guilden Sutton Lane and Wicker Lane.

PCSO Hannath is very supportive and of the smart Sid. He is very keen on this.

(d) Parish Walk

Cllr Hewitt reported that, on 17 April, they met with Stuart Bateman (Highways) for a second walkaround of the village. They reviewed the main areas and discussed where further support is needed, including issues the Council has already tried to escalate.

Gullies and grids on School Lane, Station Lane and Church Lane were discussed. While work has been carried out previously, all three locations are scheduled to have their drains jetted as part of the programme for the remainder of this year, with works expected to run from now until around August.

At the start of Station Lane, the Give Way sign was noted and it was suggested that the light should be positioned higher. Raised paving was also raised as an issue, including at the rear of the school and on the Dingle path behind the Oaklands houses. Photographs were taken to investigate if further works could be carried out.

Potholes were also discussed. The large pothole on Guilden Sutton Lane has been repaired. Hare Lane remains a concern and it was stated that the whole of Hare Lane will be addressed. Belle Vue Road markings are also included on the list of works to be completed.

Traffic monitoring in the village was also raised in the context of Cheshire-wide monitoring. Some traffic monitoring has already taken place on Hare Lane.

Finally, positive feedback was noted regarding School Street. Stuart also praised the work carried out by volunteers. The advice remains to report issues via the website. It was noted that the Cheshire West "Report It" mobile app has now been retired.

(e) Footpath 7

Mr Lewin reported that the horses cannot use it because of the larger stones.

Cllr Davis said that he would contact Michael regarding this.

(f) A41 junction improvements.

None.

5. Planning

(a) New applications:

26/01105/PIP	Newhall Rise, School Lane, Guilden Sutton Erection of a maximum of 5 dwellings and a minimum of 3 dwellings.	RECOMMENDED FOR REFUSAL.
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Cllr Hewitt said she had sent a note to Stuart Bateman, the Highways Officer, setting out the Council's views on the application. She added that she had also forwarded these concerns to the MP's office.

It was agreed that the Council would object to the application on the grounds of road safety, access and egress, and the increased risk of flooding.

Members voted, with four in favour of objection and three abstentions.

(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 trees.	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.

(c) Decision Notices

26/03105/PAA	The Summerhouse, Guilden Sutton Lane – Construction of vertical extension to create additional storey.	APPEAL DISMISSED.
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.	APPROVED.

d) Neighbourhood Plan

Cllr Paterson reported that the group was meeting fortnightly and hoped to submit the partial plan to CWAC within the next two weeks.

e) Chester Green-Belt Alliance and CPRE

Cllr Paterson reported that they had sent a Solicitor's letter to the CWAC planning office, to advise them that they should be letting the Local plan actions continue. The piece of land in Piper's Ash was highlighted as part of the Local plan processes being an area that might be considered. The Green Belt Alliance report states that the parcel should be classed as Green Belt rather than Grey Belt, and the supporting arguments have been shared with the council.

Cllr Paterson added that there is a risk the plans will be brought to the council during the council's recess period. She asked councillors to inform her of their holiday dates.

f) Peak Cluster Scheme

Cllr Paterson reported that there was the meeting held by CWAC in Winsford. She also reported that she and the Clerk attended a ChALC Zoom meeting at which the Peak Cluster Scheme was discussed. It was noted that many other villages were experiencing similar issues. East Cheshire will form an action group to review the matter; West Cheshire has already objected.

6. Trees and Hedges

None.

7. Finance

(a) To note recent items of income:

Precept	£26,685.00
Co-Operative Deposit Account Interest	£102.99

(b) To approve recent items of spending:

M Roberts (Salary)	£413.25 (no VAT)
E Haspell (Salary)	£470.08 (no VAT)
HMRC (Payroll)	£252.34 (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 (Fox Cover – Reserves)	£30.00 (inc. £5.00 VAT)
Botanica Landscapes Ltd (GreenSpace – Reserves)	£300.00 (inc. £50.00 VAT)
M Roberts (Website)	£27.60 (inc £4.60 VAT)
M Roberts (Phone)	£16.10 (inc £2.68 VAT)
Mid Cheshire Footpath Society (Membership)	£8.00 (no VAT)
Cheshire Community Action (Membership)	£55.00 (no VAT)
ChALC (Membership Renewal)	£505.20 (no VAT)
Society of Local Council Clerks (Membership)	£170.00 (no VAT)
M Roberts (Stamps)	£7.28 (no VAT)
P M Paterson (Christmas Lights Prize)	£15.00 (no VAT)
M Littlewood (Easter Volunteers)	£24.34 (inc. £3.48 VAT)
MustardPrint (Newsletter)	£98.00 (no VAT)

(c) To approve updated account balances (at 01/05/2026)

Co-Operative Current Account	27,441.04
Co-Operative Business Deposit	12,102.99
Scottish Widows Deposit Account	81.59
Cambridge Building Society	86,428.81

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

It was agreed that the Finance Officer would arrange the transfer of £7,897.01 to the Co-Op deposit account to reinstate the balance to £20,000 and £3,571.19 to the Cambridge Building Society to increase the balance to £90,000.

8. Grounds Maintenance

(a) Hare Lane Village Green

None.

9. Primary School

(a) To receive an update regarding the Primary School

Cllr Hughes said he had emailed Members several photographs to show what the new pond looks like. He added that it looks very professional and is enclosed by a wooden fence. The children also have a new wooden reading shelter next to the pond.

Cllr Davis reported that the pond would be officially opened on Friday, to coincide with David Attenborough's 100th birthday.

Cllr Hughes also reported that the rugby club would donate additional season tickets for the school. He thanked the rugby club and Cllr Hewitt.

(b) To confirm arrangements with regards to providing a book for Year 6 leavers.

Cllr Hughes has asked the Year 6 teacher to provide a list of books by the beginning of June.

10. Members Information

(a) To consider information provided by members (without resolution)

Cllr Roberts enquired about the IT policy and was informed that it would be discussed at the next Communications working group.

Cllr Hewitt felt that the Sustainability Lead vacancy should be filled.

Cllr Littlewood said that she had received a report of anti-social behaviour behind the post office over the weekend. Someone has left some old rotten wood, a tyre and other rubbish behind there.

She said that she was in the process of reporting it via the CWAC website.

She also reported that Cllr Davis and herself had visited the school following a request from PCSO Hannath, who is keen to run a youth engagement activity in the village. A similar event took place last year on the old playing field. This year, the proposal is for a dog agility-style activity, with community involvement, particularly from the school. Cllr Davis suggested using the school site due to safer conditions and better parking. Mrs Rainford is happy for the event to take place at the school, provided it is fully risk assessed, officially organised, insured, and run by the police. The event would likely be held during the summer holidays.

Cllr Hughes – reported regarding the pizza hut coming on a Friday. It was felt that this was very popular.

11. Exclusion of the Press and Public

It was proposed by Cllr Paterson, 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) Planning Enforcement

A planning enforcement matter and various planning issues were discussed.

A letter of complaint was discussed and actions were agreed.
