

GULDEN SUTTON PARISH COUNCIL
Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on 21st July 2026 at
7.30 pm at Guilden Sutton Village Hall

Chairman: Cllr P M Paterson

Present: Cllr A Davis, Cllr E-C Hewitt, Cllr D Oxley, Cllr S Ringstead and Cllr V Roberts.

Clerk: Mrs E Haspell

In attendance: Mr S Tiplady and a Member of the Public.

1. Procedural Matters

(a) To receive apologies for absence

Apologies were received and accepted from Cllr Hughes and Cllr Littlewood.

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

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

Cllr Paterson as a member of the Wildflower Garden project group.

Cllr Davis and Cllr Oxley as Sustainability Leads.

(c) Confirmation of minutes

It was proposed by Cllr Davis seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 3rd June 2026 be agreed as a true record of the meeting.

(d) Dates of future meetings.

2nd September

7th October

4th November

2nd December

(e) Devolution Update

Cllr Paterson reported that a member's engagement event for Cheshire and Warrington Combined Authority would take place on 23rd July at the Council Chamber, Chester Town Hall. It was agreed that the Clerk would register Cllr Oxley.

(f) To approve the IT Policy

It was agreed that this item would be deferred to the next meeting.

(g) To approve Standing Orders

Members approved the Standing Orders.

(h) To consider a vacancy for a Lead for the Wildflower Garden Project.

It was agreed that Mr Tim Price would be appointed as a member of the Wildflower Garden project group.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None.

(b) Visiting officers' speaking time

Mr Tiplady reported that an attempt had been made to cut the willow tree by the Dell, but a nest had been found. The work would therefore need to be left until late September. There were also overgrown trees at Heath Bank, but birds were present there too. Cllr Hewitt reported that a large

branch had fallen and that she would remove it at the weekend. Mr Tiplady reported that one of the school trees had come down and had been removed the following day. It was also reported that trees had come down on Footpath 7 and Bellevue Lane, and that a branch had fallen at the War Memorial. It was noted that Highways would deal with urgent issues quickly; however, Mr Tiplady reported that Highways had not been very responsive, as the branch at the War Memorial had had to be cleared locally.

Mr Tiplady also raised the issue of the mechanical brush. Cllr Hewitt reported that she had received no response from Streetcare. It was agreed that quotes would be obtained and suitable storage identified.

Cllr Hewitt reported that she would prepare a summer report setting out the outstanding actions. She also reported that she had requested a further walk-around in September and was awaiting a response.

(c) Public Speaking Time

Speaker One - Spoke on behalf of the Chair of the Guilden Sutton Parish planning residents' group.

It was agreed that their points would be considered when looking at it later.

They also enquired about the Neighbourhood Plan.

Speaker Two – enquired about the deadline for the IT Policy and what action would be taken regarding the abandoned bike. They also enquired about the noticeboard and said that there was some graffiti under the bridge.

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

It was reported that Cllr Davis, accompanied by Cllr Oxley, had met with Mr Jenkins and listened to his suggestions. Mr Jenkins would provide further information regarding suitable flowers and possible sites.

It was also reported that a number of properties on Wicker Lane and Station Lane had hedges protruding into the road at narrow points, creating a safety concern for vehicles, lorries, pedestrians and cyclists. It was noted that the hedges required cutting back and it was also suggested that the use of chicanes should be considered, as they can be effective on narrow roads used by cyclists.

It was agreed that leaflets would be distributed to the properties concerned. The hedge by the bus stop at Oaklands had been raised at the recent surgery.

Finally, concerns were raised regarding traffic in the village, particularly in light of the forthcoming roadworks on Tarvin Road.

Concerns were also raised regarding the bus service, particularly the restrictions on the use of pensioners' bus passes before 9.30 am. It was noted that, as there is no 10.10 am bus, the earliest available service into town is 11.10 am. Return times were also reported to be limited due to the reduced afternoon timetable, leaving only a very limited window for residents wishing to travel into town, for example to go to a restaurant for lunch.

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

Cllr Ringstead reported that a resident had raised concerns about increasing traffic on Wicker Lane. It was noted that the road was difficult to use due to hedgerows, the volume and speed of traffic, and the size of vehicles, particularly on the blind bend entering the village. A further enquiry was

made regarding any progress on an improved bus service. It was explained that devolution may lead to improvements, although these may take some time to be implemented. It was also noted that the bus service had failed to keep to the timetable on one or two occasions, with buses not turning up. The hedge near the Oaklands bus stop also required attention, as access was difficult, particularly for a regular user with a walker. Cllr Paterson reported that there were a number of leaves on the steps by the pub, which could become slippery when wet. Cllr Davis confirmed that he would remove the abandoned bike from the car park. It was also noted that the car park light appeared to be a day burner. Garner's Lane was reported to be impassable, and it was noted that this was a matter for the Rights of Way team. It was further reported that the tree on Green Lane, Footpath 7, had not been removed. Cllr Davis reported that Mr Lewin would liaise with the farmer regarding this.

It was also reported that brambles were protruding from hedges on Arrowcroft Road and at the playground.

It was agreed that Cllr Oxley and Cllr Roberts, would preside at the next surgery – 29th August 2026.

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

Cllr Littlewood had submitted a written report for this item. The latest newsletter had been issued at the beginning of July and included the previous Chair's report, a tribute to Cllr Stuart Parker and the Parish Council meeting dates. It was reported that a further newsletter would be issued in the autumn, as there were a number of items to include. Cllr Littlewood thanked everyone who had assisted with delivery. She also reported that a Parish Council Facebook page still needed to be set up.

(g) To receive a report from the Support Group

In her written report, Cllr Littlewood reported on campfires, speeding concerns, issues with e-bikes, and the summer branch drop caused by the heat at the War Memorial and on Footpath 7, together with subsequent assistance in resolving the matter. She also reported on alerting residents to road closures, helping to reunite a lost dog and a lost cat with their owners, and encouraging volunteers to take part in the Big Butterfly Count. She thanked everyone for their help.

(h) Resilience Plan

It was agreed that Cllr Roberts would share her draft with Members.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Cllr Littlewood's report noted that congratulations should be given to the group for Bee Day in June, which had been a very enjoyable afternoon.

(b) Wildflower Garden

Cllr Paterson reported on the Wilder Cheshire Awards, which celebrate people, projects, organisations and businesses helping nature to recover across Cheshire. The awards recognise those making a difference and aim to inspire further action for nature. It was noted that this year's awards include ten categories: Young Wildlife Champion; Wilder School; Community Action for Nature; Food, Farming and Resilience; Landscape Stewardship; Business for Nature; Delivering More Places for Nature; Species Recovery; Connecting People with Nature; and Outstanding Contribution to Nature.

It was agreed that Sue Proctor and the team should be nominated in the Community Action for Nature category for their work on the wild meadow.

(c) Hilltop Road project

There was nothing to report.

d) To consider matters regarding sustainability

It was agreed that the Parish Council would consider working towards becoming carbon neutral by 2045 and that a formal resolution on this matter would be considered at the next Council meeting in September.

(e) To discuss matters relating to trees and hedges.

There was nothing further to report.

4. Transport and Highways

(a) To receive an update on Public Transport issues

It was agreed that Cllr Hewitt would contact Ms Rooney to offer to include the 2025 survey undertaken by Cllr Ringstead and report back to Members.

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

Nothing to report.

(c) To receive an update on Community Speedwatch

Cllr Littlewood reported that PCSO James Hannath had suggested several dates for refresher training; however, none had been suitable. She would continue to liaise with him to identify a suitable date.

Cllr Hewitt reported that she and the Clerk had attended a meeting with the PCSO. It was noted that a number of villages did not have sufficient data to evidence speeding concerns and were therefore having to begin the process of gathering evidence from scratch. Willington Parish had spent between three and five years developing a Speedwatch plan, crowdfunding for Speed Indicator Devices (SIDs), collecting data and presenting that evidence to the PCSO and CWAC. It was suggested that this approach had enabled them to demonstrate the issues experienced over time and to support further action.

The PCSO acknowledged that SIDs are expensive but considered them to be extremely useful. It was noted that there was only one SID available across Cheshire West and that alternative funding, including crowdfunding or grants, may be required. It was suggested that a SID could be used for one to two years to build local data before deciding on any further action. The possibility of sharing the cost of a SID with neighbouring parishes was also discussed.

The PCSO also referred to the large area he covers, which had previously been covered by three PCSOs. He advised that he could not attend every meeting but would try to attend where there was a particular issue of importance. Other matters discussed included the Willington Speedwatch initiative, fundraising and grants, the possible trial of Belinda bollards by Duddon and Ashton Hayes, and the potential for villages to learn from each other's approaches to traffic, neighbourhood planning and community initiatives. It was also noted that monthly Police reports are available on the Police website and that this could be included as a future agenda item.

It was agreed that the Clerk would investigate funding opportunities for a SID.

(d) Highways Officer Engagement

Cllr Hewitt reported that she and Mr Tiplady would obtain quotes for a mechanical brush and the Clerk would pursue grant funding if required.

It was noted that the 30 mph sign would be discontinued due to the contractor leaving. It was suggested that a further quote should be sought and that grant funding could be pursued if necessary. It was also suggested that the electrician who deals with the Christmas lights may be able to assist.

It was reported that the gullies had been cleaned, and that no response had been received from Streetcare.

It was noted that the rearranged Town and Parish conference would take place on 30th September. It was agreed that Cllr Oxley and Cllr Roberts would be registered to attend.

(e) Footpath 7

There was nothing further to report.

(g) A41 junction improvements

It was noted that survey work had been undertaken.

(h) Volunteer Scheme

There was nothing further to report.

5. Planning

(a) New Applications:

26/01970/FUL	3 Porters Croft, Guilden Sutton Side extension above garage at first floor Deadline for comments – 30/07/26 Cllr Davis and Paterson would undertake a site visit.	
26/02147/TPO	3 Wood Croft Guilden Sutton Oak tree (T1) - 2.5-3 m reduction on over extended specific limbs and to reduce the rest of the canopy to match in with the new pruning point on the over extended limbs. This will include a height reduction of 1.5m. The majority of the works will be taken on branches and limbs that are on 3 Wood Croft, the tree does overhang onto 6 Hickmore Heys but a overall reduction on their side is not necessary due to their side already being in line with the proposed new canopy formation due to having maintenance on that side previously. Deadline for comments – 10/08/26 Cllr Hewitt and Cllr Roberts would undertake a site visit.	

(b) Awaiting Decision:

26/00762/FUL	1 The Stables, Station Lane, Guilden Sutton, Erection of pergola within the front garden.	MEMBERS RAISED NO OBJECTIONS. HOWEVER, NEIGHBOURING RESIDENTS HIGHLIGHTED THE CLOSE PROXIMITY OF THEIR HOMES AND EXPRESSED CONCERN ABOUT THE POTENTIAL IMPACT OF SMELL, SMOKE AND NOISE.
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.
25/04003/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. Called in.	OBJECTION
26/00081/PIP	Land at Hare Lane, Guilden Sutton Chester, Permission in principal 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).
26/01105/PIP	Newhall Rise, Land at School Lane, Guilden Sutton Erection of a maximum of 5 dwellings and a minimum of 3 dwellings.	RECOMMENDED FOR REFUSAL.

(c) Decision Notices

(d) To adopt a planning statement

Following a detailed discussion, it was agreed that the proposed planning statement would not be adopted and that each planning application should continue to be considered on its own individual merits.

(e) Neighbourhood Plan

It was noted that the Neighbourhood Plan would be submitted to CWAC before the end of the month.

(f) To receive an update on the Local Plan

Members were updated on the new timetable and that it had been pushed back to December 2028 to December 2043.

(g) Open Space contributions

The Clerk and Cllr Paterson reported that they had attended a Teams meeting regarding open space contributions. It was explained that funding bids can be submitted in relation to planning applications to secure monies for open space provision. The School Lane application could potentially generate funding of up to £16,000, either for facilities for older children aged 12 and above, or for parks and recreation. It was noted that the Parish Council had previously been asked to identify its hopes and aspirations for open space provision, and had suggested a tennis court, bowling green and football field. Reference was also made to one or two fields on Bellevue Lane as possible sites.

(h) Chester Green-Belt Alliance & CPRE

It was reported that a development of approximately 440 houses was proposed for Mannings Lane. Members also noted correspondence from CPRE, dated 18th July, which raised concerns about proposed changes to planning decision-making and the potential reduction in opportunities for local communities and elected councillors to comment on significant planning applications.

The correspondence referred to the National Scheme of Delegation and expressed concern that more planning decisions may be taken by planning officers rather than by planning committees. It was noted that planning committees currently provide a route for locally elected councillors and residents to have a say on applications that could have a significant impact on local communities.

Members noted the concerns raised regarding local democratic scrutiny of controversial planning decisions, particularly where such decisions may affect the countryside and surrounding communities.

(i) To receive an update on the Peak Cluster Scheme.

There was nothing further to report.

6. Finance

(a) To note recent items of income:

Scottish Widows Interest	£0.22
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(b) To approve recent items of spending:

M Roberts (Salary)	£151.02 (no VAT)	**
E Haspell (Salary)	£469.86 (no VAT)	**
HMRC (Payroll)	£175.97 (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)	£60.00 (inc. £10.00 VAT)	**
Botanica Landscapes Ltd (Hooks Wood – Reserves)	£300.00 (inc. £50.00 VAT)	**
M Roberts (Website)	£22.80 (inc £VAT)	
M Roberts (Phone)	£16.80 (inc £VAT)	
M Roberts (Y6 Leavers Books)	£194.83 (no VAT)	
M Roberts (July Payroll)	£151.22 (no VAT)	*
E Haspell (July Payroll)	£470.08 (no VAT)	*
HMRC (July Payroll)	£175.57 (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)	£60.00 (inc. £10.00 VAT)	*
Botanica Landscapes Ltd (Hooks Wood – Reserves)	£300.00 (inc. £50.00 VAT)	*
V A Jones (Playing Field Rent)	£80.00 (no VAT)	
S Roberts (Playing Field Rent)	£80.00 (no VAT)	
Mustard Print (Newsletter)	£98.00 (no VAT)	
M Roberts (Website)	£22.80 (inc. £VAT)	
M Roberts (Phone)	£16.80 (inc VAT)	

* Summer Recess Payment – to be postdated to 28th July

** Interim Payment – paid on 13th July due to meeting postponement.

(c) To approve updated account balances (at 01/07/2026)

Co-Operative Current Account	13,675.27
Co-Operative Business Deposit	20,000.00
Scottish Widows Deposit Account	81.81
Cambridge Building Society	86,428.81

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

(d) Internal Audit

There was no further information.

(e) To approve the Financial Regulations.

There was no further information.

(f) To approve quotations for the Hilltop Road play area.

Members agreed to approve the quotation from Play & Leisure Ltd for £3,542.26.

(g) To approve a quote for a new noticeboard

Members agreed to approve the quotation from Greenbarnes for £2,041.38. Also, to obtain a quote for the installation.

7. Grounds Maintenance

(a) Hare Lane Village Green

There was no further information.

8. Primary School

(a) It was reported that Cllr Hughes had distributed the school leavers' books.

(b) Cllr Davis reported that he had been the DJ for the end of year disco at The Cheshire View.

9. Remembrance Sunday

(a) That this item be deferred to the meeting in September.

(b) That a donation be made from the Cinema Club funds.

10. Members Information

Cllr Paterson reported that Chalc had sent a survey which had to be completed by the 30th July.

The Clerk to ask the community association regarding Martyns Law to find out what the policy is.

Budget priority survey to be completed by the 2nd August. There is also a Care Home guide that they are suggesting that we advertise.

It was felt that there should be a standard Chalc/CWAC and Police agenda item/s.

The Clerk was asked to write to the Licensing Team regarding the proposed Post Office application to sell alcohol between 6.00 am and 11.00 pm. Members expressed concern about the proposed hours of alcohol sales within a rural village, particularly given the close proximity of the premises to the school and Summerfield House. It was noted that Cllr Davis strongly objected to the sale of alcohol.

11. Exclusion of the Press and Public

It was proposed by Cllr Paterson, 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.

(a) Planning Enforcement matters

Various planning enforcement matters were discussed.

Meeting closed 21.21 pm.
