

Guilden Sutton Parish Council

Minutes of the Ordinary Meeting of the Council held on Monday 7 March 2016 in Guilden Sutton Village Hall at 7.30pm.

Chairman: Cllr P M Paterson.

Present: Cllrs I Brown, A Davis, D M Fisher, D Hughes, W Moulton P M Paterson, M S J Roberts.

In attendance: Cllr S Parker, PC R Boulton and two members of the public.

1 Procedural matters.

(a) Apologies for absence.

Members: An apology was received and accepted from Cllr S Ringstead.

Visitors. Apologies were received from Cllr M Parker, Cllr P Hall. **Action: Noted.**

(b) Code of Conduct. Members were reminded they should declare any Disclosable Pecuniary Interest or any Other Disclosable Interest which they may have in any matter or item to be considered at the meeting. Any declaration must be made before the matter, or item, was considered or as soon as the Member became aware a declaration was required.

Declarations were a personal matter for each Member to decide with the decision to declare, or not, being the responsibility of the Member based on the particular circumstances. Consideration should be given to any pecuniary interest, outside bodies interest or family, friends and close associates.

There were no declarations.

(c) Confirmation of the minutes of the Ordinary meeting of the Council held on Monday 1 February 2016. The minutes of the Ordinary meeting of the Council held on Monday 1 February 2016 were proposed by Cllr Moulton, seconded by Cllr Fisher and agreed.

(d) Review of handling of information correspondence. In view of the rising volume of this correspondence the Clerk suggested that Police alerts should no longer be reported or forwarded unless they were of direct relevance to the parish as those Members who wished could sign up to receive these Alerts contemporaneously as they were issued. This was agreed.

(e) Tablet. Further to Cllr Ringstead believing the acquisition of one suitable tablet would be of benefit for use in progressing planning application consultations as this would also enable photographs to be taken if this was relevant, the acquisition of a suitable refurbished device, within a budget of £200, was being progressed by Cllr Fisher and the Clerk. It was noted a higher specification device might be available for a slightly higher figure to be agreed by the Chairman and Vice Chairman if necessary. The availability of such devices continued to be monitored. Cllr Fisher and the Clerk reported further. **Action: Cllr Fisher/ the Clerk.**

(f) Dates of future meetings: Mondays 4 April, 9 May, 6 June, 11 July, 5 September, 3 October, 7 November and 5 December 2016. It was agreed the Annual Parish Meeting would be held at 7pm on Monday 9 May 2016.

(g) Late information report. The late information report for the current meeting was received and noted.

(h) Pipers Ash Advisory Panel. There was nothing further to report at this stage.

(i) Transparency requirements. Further to the Clerk reporting the requirements imposed by the £25,000 threshold figure should be taken into account on a year by year basis but given the Council's commitment to transparency he would prefer to publish all the relevant information, much of which was already included on the web site, on a year by year basis irrespective of whether the threshold was reached, there was nothing further to report at this stage. This was subject to the agreement of the Webmaster with whom he was in discussion to carrying out the additional work. **Action: The Clerk.**

(j) Parish Councils: Data Controllers. The Council noted the current position was that having consulted the ICO, the Council had registered as a data controller at a cost of £35pa.

This was in line with advice received from ChALC following the receipt of correspondence from a third party by this and other councils. The ChALC advice had further suggested it was unlikely that Members would need to register as the receipt of e mails as distinct from holding case work files did not require a registration. The registration reference under the name Guilden Sutton Parish Council was ZA158145 and the current registration would expire on 22 February 2017.

(k) Parish representatives to Standards Committee. Notification of the successful nominations was awaited.

(l) Buckingham Palace Garden Parties 2016, 19 May 2016. The outcome of this Council's nomination of Cllr P M Paterson was awaited.

(m) Correspondence per Mr R Pickthall. Members noted the receipt of further correspondence from Mr R Pickthall and action taken by the Clerk.

(n) Freedom of Information requests. To note the following advice from ChALC.

*Freedom of Information requests – are they reasonable?*

*From time to time most Parish Councils will receive Freedom of Information requests, and Chalc encourages all councils to respond fully, we can also offer advice on establishing a model publication scheme which every Council should have in place.*

*However very occasionally requests may seem unreasonable or even vexatious, the following guidance will help you determine if information requests fall into these categories.*

*Abusive or aggressive language*

*The tone or language of the requester's correspondence goes beyond the level of criticism that a public authority or its employees should reasonably expect to receive.*

*Burden on the authority*

*The effort required to meet the request will be so grossly oppressive in terms of the strain on time and resources, that the authority cannot reasonably be expected to comply, no matter how legitimate the subject matter or valid the intentions of the requester.*

*Frivolous requests*

*The subject matter is inane or extremely trivial and the request appears to lack any serious purpose. The request is made for the sole purpose of amusement.*

*Personal grudges*

*For whatever reason, the requester is targeting their correspondence towards a particular employee or office holder against whom they have some personal enmity.*

*Unreasonable persistence*

*The requester is attempting to reopen an issue which has already been comprehensively addressed by the public authority, or otherwise subjected to some form of independent scrutiny.*

*Unfounded accusations*

*The request makes completely unsubstantiated accusations against the public authority or specific employees.*

*Intransigence*

*The requester takes an unreasonably entrenched position, rejecting attempts to assist and advise out of hand and shows no willingness to engage with the authority.*

*Frequent or overlapping requests*

*The requester submits frequent correspondence about the same issue or sends in new requests before the public authority has had an opportunity to address their earlier enquiries.*

*Deliberate intention to cause annoyance*

*The requester has explicitly stated that it is their intention to cause disruption to the public authority, or is a member of a campaign group whose stated aim is to disrupt the authority.*

*Scattergun approach*

*The request appears to be part of a completely random approach, lacks any clear focus, or seems to have been solely designed for the purpose of 'fishing' for information without any idea of what might be revealed.*

*Disproportionate effort*

*The matter being pursued by the requester is relatively trivial and the authority would have to expend a disproportionate amount of resources in order to meet their request.*

*No obvious intent to obtain information*

*The requester is abusing their rights of access to information by using the legislation as a means to vent their anger at a particular decision, or to harass and annoy the authority, for example, by requesting information which the authority knows them to possess already.*

*Futile requests*

*The issue at hand individually affects the requester and has already been conclusively resolved by the authority or subjected to some form of independent investigation.*

*Frivolous requests*

*The subject matter is inane or extremely trivial and the request appears to lack any serious purpose. The request is made for the sole purpose of amusement.*

2 Community engagement.

(a) Public speaking.

(i) Members of the public. Mrs Y Kirk spoke to her proposal that a new footway should be provided along Station Lane to provide for increased footfall along the road by pedestrians accessing the Greenway in view of a significant increase in the volume of cyclists and horse riders within the carriageway and provided a plan. Mrs Kirk was supported by PC Boulton. Cllr Davis referred to concerns in Barrow as to a similar footway which had been installed running behind a hedge. The Clerk informed as to the provision of similar route in Christleton which had been made possible by the laying of a utility. Mrs Kirk was thanked by the Chairman for her attendance.

(ii) Visitors.

PC R Boulton was welcomed to the meeting and reported on current issues including the introduction of rural newsletters and advice to occupiers as to rogue traders. He informed a surgery was to be held at the Summerfield Road shops on 15 March 2016. Cllr Fisher referred to the speed of traffic on Wicker Lane and to the speed of cyclists using the Greenway. PC Boulton responded further to Members' questions and was thanked by the Chairman for his attendance.

Cllr S Parker was welcomed to the meeting and reported on current issues including the Council advising him of its priorities by 28 March 2016. He advised of the outcome of the borough council's budget meeting which had agreed an increase of 3.99% as against 2% proposed by the Conservative Opposition which would have retained New Homes Bonus and also Member Budgets at their present level of £10,000. Cllr Fisher believed that the loss of New Homes Bonus would in due course lead to an increase in parish council tax levels.

Cllr Davis suggested on reflection it may be helpful to revisit the arrangements for public speaking which were based on the borough council approach that Members should not engage with those speaking. Further inquiries would be made the Clerk. **Action: The Clerk.**

(b) Surgeries.

Report of surgery held on Saturday 5 March 2016. Cllr Roberts reported. Issues which had arisen included the bus service.

Surgery to be held on Saturday 2 April 2016. It was agreed Cllrs Davis and Hughes would preside.

(c) Notice boards. Further to the issue raised at the December surgery, the signwriter had been authorised to proceed with a repaint of the Guilden Sutton Lane noticeboard at a cost of £100 plus VAT. Cllr Parker had indicated that due to the timescale he was, on this occasion, unable to assist with a grant. Further to the comments by Cllr Fisher at the February meeting, the signwriter had been asked to estimate for the replacement of the glazing to the Summerfield Road noticeboard and separately for a repainting thereof.

Further consideration was being given by the Clerk to correspondence previously displayed on the Hare Lane noticeboard, believed to have been copies of agendas and minutes displayed informally by a local Member. **Action: The Clerk.**

3 Planning.

(a) New/current applications.

Fell trees in corner of garden as they are starting to cause wall to bulge  
1 The Hall School Lane Guilden Sutton Chester Cheshire CH3 7SX  
Ref. No: 16/00910/TPO | Received: Mon 29 Feb 2016 | Status: Awaiting decision  
Further inquiries would be made by Cllrs Brown and Paterson.

16/00526/FUL | Demolition of link attached garage and construction of part single storey part two storey front side and rear extension | 26 School Lane Guilden Sutton Chester Cheshire CH3 7ET. NEW APPLICATION  
Further inquiries would be made by Cllrs Davis and Fisher.

Felling of birch tree in rear garden and replace with less vigorous tree e.g. Magnolia/Laburnum Open for Comment

3 Orchard Croft Guilden Sutton Chester Cheshire CH3 7SL  
Ref. No: 16/00417/TPO | Received: Fri 29 Jan 2016 | Status: Awaiting decision

**Cllrs Brown/Paterson.**

The following response was made:

*Members advise the Parish Council would object to the felling of the birch tree which is subject to a TPO. The tree is healthy - but does require attention. The Council believes the tree should be pruned by as much as is possible, as an alternative to felling.*

Single side extension and alteration of flat roof to pitched to the front of the dwelling, Open for Comment

29 Oaklands Guilden Sutton Chester Cheshire CH3 7HE  
Ref. No: 16/00115/FUL | Received: Wed 13 Jan 2016 | Status: Approved. NEW DECISION

**Cllrs Fisher, Brown**

The following response was made by the Chairman (the Clerk being an immediate neighbour).

*We wish to raise the following concerns:-*

*1 The current application shows recent modifications to the front of the property as "existing" although we have not seen a planning permission.*

*2. As this property is on an outside corner, modification will have a greater impact on the openness of the street scene than would be the case in a different location.*

*Whilst the front extension has some deleterious impact, we feel that it is not excessive.*

*The roof of the side extension shows a hipped roof. This fails to match the style of other properties visible in the street scene, but we feel that this is not excessive.*

*The side extension will have a very significant impact on the alignment of properties on Orchard Croft. It will detract from the openness of the Green Belt at a sensitive point near to the beginning of the Oakland residential estate. We OBJECT.*

Residential development of 10 dwellings (demolition of existing buildings) with garages, sheds and associated access road Open for Comment

The Wood Farm School Lane Guilden Sutton Chester Cheshire CH3 7ET

Ref. No: 15/05213/FUL | Received: Wed 23 Dec 2015 | Status: Awaiting decision

**Cllrs Paterson, Davis.**

The Council noted a well attended site meeting had taken place on Wednesday 3 February 2016 attended by Paul Pedley, Director, Archway Homes, Rachael Whelan, Business Manager, Archway Homes and Mr and Mrs P Gresty.

The Architect had helpfully provided the following.

*We attach a copy of the site layout plan and streetscene that shows our proposals for the land.*

*Archway Homes Limited is an established, family owned and run, residential developer based in Great Barrow with a reputation for providing high quality living environments.*

*The developer and ourselves would be happy to present our proposals to the Parish Council if you feel that would be beneficial and we outline below the salient points of the proposals for your information at this time.*

*The existing planning permission has established the residential use for the site. The only conditions attaching to the consent relate to practical details of the scheme.*

*It is adjacent and opposite to existing housing that is of a similar character to these proposals.*

*The scheme provides 30% affordable housing in line with CWAC policy. According with the Chancellor of the Exchequer's recent statement the proposal optimises the use of the site whilst enhancing the variety of properties available in the location.*

*The layout has been designed to have a courtyard character comprising largely detached properties that, unlike the previous scheme, provide permeability to allow views and vistas to the open countryside at the rear of the site.*

*These proposals retain significantly more trees and hedges than the previously approved scheme including the hedge on the western boundary and the vast majority of the trees to the site frontage and the eastern boundaries. This will provide privacy for rear garden areas and give a mature feel to the development upon completion, as well as providing a more natural road frontage on School Lane.*

*The houses on plots 9 and 10 have been carefully designed and located in relation to the adjacent house, Pinewood, to prevent overlooking. Archway have met with the owner of Pinewood and she commented that this proposal is a distinct improvement compared to the previous scheme.*

*The proposed houses have been carefully designed in scale and massing to ensure that they harmonise with the setting of the surrounding area. They will be two storeys and sit within plots of similar size to many other properties found in the area. The overall footprint of the proposed open market housing has been taken into consideration and is kept below the footprint of the existing buildings.*

*A comprehensive landscape scheme, that is submitted as an integral part of these proposals, has been designed to complement the retained vegetation and mature trees and provide the proposed houses with an attractive setting to encourage wildlife.*

*The houses are of a traditional form and proposed to be built with predominantly multi coloured reddish/brown rustic brick with contrasting red or blue brick detailing features, under red tiled roofs, in a variety of forms to add interest to the street scene and blend with the surroundings.*

*Fenestration is of a simple domestic scale with white window frames & traditional detailing to the doors to tie in with those of the surroundings. Black PVCu rainwater gutters & downpipes will provide crisp details to the roof edges.*

*As you will be aware the site is within walking distance of the local village amenities, with good public transport and being close to schools, services, shops & places of employment it offers opportunities for walking & cycling as an alternative to everyday car use, particularly with the access to the Millenium Greenway cycle route linking Mickle Trafford with Deeside about 700m from the site.*

*The proposal has been designed to meet or exceed the requirements of the Building Regulations in terms of energy efficiency, drainage & water usage. Building materials will be sourced locally wherever possible & careful site control utilised to minimise waste. All of the above will add to the sustainability of these proposals.*

*This is a high quality design proposal using good quality materials for family homes, based on sound design principles that create a sense of place & identity that will provide accommodation to meet current & future needs.*

*We look forward to hearing from you if you have any further questions or would like us to attend the Parish Council to explain the proposals.*

The following response was made:

*There is no objection in principle to this development. The only real concern follows from the volume which was raised by the LPA as part of the previous approval and the possibility that occupiers may seek to extend. The Council was in agreement with the previous decision that the new build should not exceed the existing development within the site and would ask that PD should be withdrawn to avoid the site becoming overdeveloped.*

Single storey extensions to front and side and alterations  
Village Hall Summerfield Road Guilden Sutton Chester Cheshire CH3 7SW  
Ref. No: 15/04283/FUL | Received: Mon 19 Oct 2015 | Status: Approved.  
**Cllrs Davis, Fisher.**

The applicant had been encouraged to maintain a 1 metre wide access along the side of the village hall. Cllr Fisher had pointed to the need to have an understanding with the applicant as to the implications for the CCTV equipment during construction.

Two storey side extension, revision of previously approved application reference 15/01138/FUL.  
16 Oaklands Guilden Sutton Chester Cheshire CH3 7HE  
Ref. No: 15/04105/FUL | Received: Wed 07 Oct 2015 | Status: Approved.  
**Cllrs Paterson, Brown.**

First floor side extension and single storey rear extension  
Bramble View Belle Vue Lane Guilden Sutton Chester Cheshire CH3 7EJ  
Ref. No: 15/03777/FUL | Received: Tue 15 Sep 2015 | Status: Approved.  
**Cllrs Fisher, Ringstead.**

Two storey side extension and front porch  
8 Arrowcroft Road Guilden Sutton Chester Cheshire CH3 7ES  
Ref. No: 15/03750/FUL | Received: Fri 11 Sep 2015 | Status: Approved  
**Cllrs Davis/Hughes.**

(b) Unconventional energy sources. (i) Briefing meeting. The views of Great Boughton Parish Council were being ascertained. (ii) Frack Free Guilden Sutton information meeting 10 March 2016. The Clerk invited the Council to note it was understood this would not include iGas. The Clerk had provided, with the approval of the Chairman and Vice Chairman, a short agreed text for inclusion in the flyer prepared by the group.

(c) Development control process. (i) e notifications. There was nothing further to report at this stage.

(d) Community planning.

(i) Parish Plan. There was nothing to report at this stage.

(ii) Neighbourhood Plan. Cllr Paterson reported further. The group was to meet on Tuesday 8 March 2016. The Clerk informed he was now in possession of the large scale map of the new parish boundaries provided by the County office.

The suggestions received from Mrs S R Proctor, Ash Bank as to desirable actions in the newly acquired areas of Pipers Ash remained under review by the Clerk. **Action: The Clerk.**

(iii) Bird in Hand Support Group. Having noted the premises had re-opened, there was nothing further to report at this stage. It remained the hope that patronage from within the village would support the business.

(e) Affordable housing. There were no policy issues to discuss.

(f) Strategic Planning.

(g) Cheshire West and Chester Local Plan (Part Two) Land Allocations and Detailed Policies - Issues consultation. There was nothing further to report at this stage.

4 Quality Council issues.

(a) Training.

(i) Training dates 2016. Members wishing to attend any of the training opportunities in the 2016 calendar, which had been circulated separately, would advise the Clerk. **Action: All Members.**

(ii) Planning training. Cllr Paterson and the Clerk reported on the Planning Forum with Cheshire West and Chester Council which had taken place on Tuesday 23 February 2016 at Cheshire View and had been intended to improve relations and understanding between local councils and the planning officers. The 'material facts' guidelines would be included in a future issue of the newsletter. **Action: The Clerk.** Documents prepared by CWAC had been circulated.

(iii) Roles and responsibilities. Members noted ChALC would be running a 'Roles & Responsibilities' training session on the afternoon of 14 March 2016 at Crewe.

The training session would cover the following aspects of Parish/Town Council business:

*Introducing Councillors to their roles and responsibilities*

*To provide an opportunity for new and more experienced councillors To develop their knowledge and skills*

*To give councillors more confidence in carrying out their role.*

The room will be available from 1.30pm and tea/coffee and biscuits would be available. The session would commence at 2.00 pm and finish at 4.30 pm.

Members were invited to indicate to the Clerk. **Action: All Members.**

(b) Standing Orders review. This would now be incorporated within any Award Scheme application.

(c) Local Council Award Scheme. Further to the Clerk recommending the Council should pursue Quality status rather than Foundation status should this be progressed there was nothing further to report at this stage.

(d) Community Interest Levy. Cllr Paterson reported further on this briefing minuted beneath.

5 Parish car park.

(a) Grounds maintenance. There was nothing further to report at this stage.

(b) Improvement scheme. Members remained of the view that a concrete boundary topped by cobbles would be the preferred solution if a suitable contractor could be found. In the meantime the effect of the works completed by the previous grounds maintenance contractor was being kept under review. **Action: All Members.**

(c) Rear boundary wall. There was nothing further to report at this stage.

(d) Trees. The Clerk was informing the Warden of the previous price and date. **Action: The Clerk.** Further to the advice from the tree contractor of a split in the left hand side rear tree, the warden would inspect although the advice was no action was required at present. **Action: Cllr Brown.**

#### 6 Leisure Services

(a) Children's Playing Field.

(i) Grounds maintenance issues including litter bin emptying. There were no issues to report.

(ii) Mole infestation. The Clerk advised there was presently one possible mole hill.

(iii) Further to a Member informing of the encroachment of an adjoining boundary hedge and to the issue being raised by the grounds maintenance, the matter was being progressed with the occupier by Cllr Davis and The Clerk. The Clerk advised he had hand delivered correspondence to the address of the hedge owner. **Action: Cllr Davis/The Clerk.**

(iv) Nets. There was nothing further to report at this stage.

(v) Inspections. The Clerk advised there were no current issues.

(vi) Playing Pitch Study. There was nothing further to report at this stage.

(vii) Playing field provision. The issue remained with the Vice Chairman. It had been agreed a further written approach should be made to the landowner and to landowners within the parish as to a possible purchase. **Action: The Clerk.**

(b) Children's Play Area.

(i) CCTV and CCTV protocol. (a) Upgrade. Further to Cllr Hughes expressing concern at the amount of money which had historically been expended on the system, the possible alternative proposed by Cllr Ringstead was being examined.

(ii) Inspections. There was nothing further to report at this stage as to the corrosion affecting the 4 no benches which had been reported to the supplying contractor. Further to the Clerk advising a formal inspection report for December 2015 had been received from Northwich Town Council with a recommendation the sign relating to the age group the playground was intended for, which was damaged, should be replaced, estimates were being sought for a replacement. **Action: The Clerk.**

(iii) Replacement children's playground. The Clerk was providing Cllr Hughes with a CAD image of the project as proposed. **Action: The Clerk.**

(iv) Grounds maintenance issues including boundary hedging. There was nothing further to report at this stage.

(v) Smoke free playgrounds. Further to the Clerk reporting he had been advised the cost of signage to be provided by the borough council promoting the playground as smoke free would be £32.30, which had been accepted and to his being informed the sign would initially be delivered to the County Office there was nothing further to report at this stage. Affixing the signage would fall to the Parish Council. **Action: Noted.**

(c) Public Footpaths.

(i) Restricted Byway no 7 proposed improvement. Further to the Council noting Mr Peter Atkinson, Public Rights of Way Officer (North Chester & Ellesmere Port) had indicated no objection to the proposed improvement subject to prior approval, which was being progressed through the Volunteer Public Rights of Way Warden, the Clerk understood the Warden had the matter in hand. **Action: Noted.**

(ii) Footpath 2. There was nothing further to report at this stage.

(iii) Footpath 1. There was nothing further to report at this stage.

(iv) Footpath 3. Further to the concerns expressed by the Volunteer Public Rights of Way Warden as to the state of the bank and a leaning wall adjacent to Footpath 3 at the rear of houses on Cinder Lane, there was nothing further to report at this stage. The matter would be revisited by the Clerk with the warden in due course. **Action: The Clerk.**

(v) Rights of Way Group. There was nothing further to report at this stage.

(vi) Mid Cheshire Footpath Society. There were no action items to report.

(vii) Greenway, Mobility access, Garners Lane. Flooding on part of the route beneath the bridge had been reported.

(viii) Kissing gates. Further to the Vice Chairman referring to the state of kissing gates within the parish which he feared would be lost, the matter had been referred to Mr Peter Atkinson, Public Rights of Way Officer (North Chester & Ellesmere Port) who had indicated an inspection would be carried out and any necessary works raised if further details were provided. **Action: Cllr Davis.**

(d) Grounds Maintenance. (i) Cheshire West and Chester. There was nothing further to report at this stage. (ii) Parish Council contract 2016/17. Cllr Hughes reported on a review meeting attended by himself and the Clerk with the Town Clerk, Northwich Town Council. The Council noted the Chairman and Vice Chairman had approved the following estimates:

To wedge goal posts and to repaint £128.00 plus VAT, To jet wash play area and treat with moss killer £220 plus VAT, To clean 3 bus shelters £147 plus VAT. The hourly rate remains at £24.50 plus VAT..

(e) Public Seats: Guilden Sutton Lane/Wicker Lane. Members continued to note the Council would need to consider action for future maintenance following the closure of Messrs Deva Forge. Advice would be sought as to the capacity of Northwich Town Council. **Action: The Clerk.**

(f) Fox Cover: Landscaping. Continued growth in this area was being monitored.

(g) Provision for youth. There was nothing further to report at this stage.

(h) Wild flower meadow. The Chairman and Members reported further as to the planting of the marsh marigold seeds which had been purchased.

(i) Hare Lane beacon. The overgrowth issue remained with Cllr Pamela Hall, Great Boughton ward, who was kindly pursuing the matter with officers in the absence of any progress report (reference 101003171145.) It continued to be noted that the present overgrowth in the area, which was not existing when the beacon was installed, somewhat precluded crowds gathering. It was noted the grounds maintenance contractor had advised that pruning back could be problematical as his insurance did not cover working in proximity to 60mph roads.

(j) Open Space, Sport and Recreation study, Town and Parish Councils, Needs and aspirations. There was nothing further to report at this stage as to this survey which had been dealt with by Cllr Paterson due to links with the neighbourhood plan.

(k) Active Cheshire. Further to the Council considering and accepting the offer from Active Cheshire to present to the Council, the group had been invited to present to this or the April meeting. A response was awaited. The presentation would include the Active Cheshire Plan, local issues around transport, facilities, access to services, young people and rural isolation and opportunities available through Active Cheshire and Sport England.

(l) Cultural Services Review - Public Consultation (Cheshire West and Chester Council). There was nothing further to report at this stage.

7 Public transport.

(a) Services, general.

(i) DB8. Willis Close.

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The Vice Chairman and Clerk having advised of concerns as to the safety of alighting passengers due to lack of adequate street lighting, this stood referred to Mr John Ellis Jones, Assistant Team Leader, Planning and Strategic Transport, Places Strategy who had advised he had passed the issue to the Infrastructure Team.

Further to Cllr Davis referring to the proximity of a substantial dead branch overhanging the stop, this had been reported by the Clerk. The Tree Officer had inspected and recognised the tree could do with extensive works, if not full removal. However it was not the responsibility of Cheshire West and Chester Council and it was suggested the Parish Council approach the landowner of the field/ hedgeline and request that some work was undertaken. **Action: Cllr Davis/The Clerk.**

(ii) Withdrawal of C27 replaced by C26. The Clerk informed he had pursued the offered meeting with John Ellis Jones Esq, Assistant Team Leader, Planning and Strategic Transport, Places Strategy and would advise residents of Summerfield House. A response was awaited.

(b) Bus stand, Guilden Sutton Lane. Overgrowth at this stand continued to be monitored, Cllr Roberts having expressed concern as to views being obstructed and the issue being reported to the Area Manager, Place Operations.

(c) Mrs Y Kirk. The concerns raised by Mrs Y Kirk as to the lack of the lack of a bus service on Saturdays, Sundays and Bank Holidays were being included by the Clerk in the proposed meeting with residents of Summerfield House. This would include her suggestion that a Hoole Lane service should be extended to the village. **Action: The Clerk.**

(d) Community transport scheme. Arising from the above and general public transport concerns the Clerk informed he was obtaining further details of this scheme operated by Cheshire Community Action. These would be included in the newsletter and provided to Summerfield House. **Action: The Clerk.**

(e) Concession fares. The suggestion by Cllr Hughes that information should be sought by the Clerk for inclusion within the newsletter as to the application of concession fares to the C26 service was being pursued by the Clerk. **Action: The Clerk.**

(f) Hardstanding, Guilden Sutton Lane. Further to the request on behalf of Pipers Ash for an inward bus stop close to the Hare Lane junction, the Clerk had advised the issue had been referred to the Assistant Team Leader, Planning & Strategic Transport. The Operations Assistant, Information, Concessions and Smartcard had informed the provision of hardstanding would be considered. Members were reminded the stop on the footway side of Guilden Sutton Lane at that point is intended to serve services in both directions.

(g) Cheshire Community Action Transport Survey. Members were asked to consider the following received from Cheshire Community Action which had also been referred to Summerfield House and Mrs Y Kirk.

*Dear Colleagues,*

*Please share with your networks:*

*Transport for many people across Cheshire, Warrington and Halton remains a huge barrier. Whether it is getting to the doctors, hospital or to do some shopping for the week, many people find getting out a difficult task. With austerity never far away, this issue will continue to grow.*

*To this end, Cheshire Community Action are carrying out a Cheshire wide survey related to community transport. Here is the link:*

*<https://www.surveymonkey.co.uk/r/communitytransport2016>*

*It would really help us if you know of people that would benefit from community transport provision but don't have online access to this questionnaire...could you help someone fill it in? You can do it on a smart phone and I have also attached a copy of the questionnaire if you would like to print off copies to give out to people. If you are handed copies back and would like them picked up please call on the details below and I will make arrangements to do this.*

*If you would like further information please do not hesitate to contact me.*

*Thank you for your help*

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Kind regards  
Chris Davenport

PLEASE NOTE OUR NEW ADDRESS

Chris Davenport  
Finance & Commercial Manager  
Cheshire Community Action  
Queens House Annexe  
Queens Road  
Chester CH1 3BQ

t: 01244 400222 f: 01244 329777  
e: [chris.davenport@cheshireaction.org.uk](mailto:chris.davenport@cheshireaction.org.uk)  
w: [www.cheshireaction.org.uk](http://www.cheshireaction.org.uk)

It was agreed this survey should be further publicised on the website and on the Guilden Sutton Facebook pages.

8 Highways

(a) Strategic issues. None.

(b) Issues with the highway authority, ownership by Traffic Group. A meeting of the Group was to take place to consider current issues.

(c) Current issues.

(i) Community speed management.

(a) SID. Cllr Moulton reported further on arrangements for further SID sessions during 2016. **Action: Cllr Moulton.**

(b) Community Speed Management guidance. There was nothing further to report at this stage.

(c) Station Lane: Further to Cllr D Hughes referring to the speed of traffic on Station Lane and to the expectation the Police would support action on that road and on School Lane, Cllr Hughes had now discussed this with PC Boulton.

With respect to speed activated signs, Members remained aware the former Area Manager, Place Operations had undertaken to arrange for a speed / traffic count to be carried out on Station Lane. Any decision for funding would be based on the results. If both elements showed an existing problem the highway authority would match fund the cost of provision, however if only one or neither factor existed then the Parish Council would be required to fund the whole cost. The position had been discussed by the Clerk at his recent meeting with the Principal Engineer and it had been agreed the issue would remain live although priority would be given to the provision of speed activated signs within the village. **Action: Noted.**

(d) Speed activated sign, Guilden Sutton Village (2127074). The position remained that further to Members having expressed considerable concern at the inordinate length of time which was being taken to secure a sign at the approach to the village, the Principal Engineer had confirmed light 32 at the approach to the playing field as the position for the proposed installation and was seeking estimates. The Vice Chairman had indicated he supported that location.

The Clerk had encouraged highways to consider an assessment in the Wicker Lane 30 at the junction with Cinder Lane assuming that would require average speeds above 35mph - 10% plus 2 and to carry out the long promised survey on Station Lane. PC Boulton was now active on the Station Lane issue having been similarly encouraged by Cllr Hughes.

PC Boulton was also kindly assisting in determining if the Police would be prepared to provide support which may enable an application to the Police and Crime Commissioner. This would enable a second location to be equipped given the availability of the funding which had now been released.

(e) Speed awareness campaign. Cllr Roberts having raised the prospect of a speed awareness campaign supported by the highway authority and the Ward Members this would be progressed by the Traffic Group. **Action: Traffic Group.** Consideration would also be given to the creation of a Community Speed Watch Area.

Mr D Reeves, Engineer, Place Operations, Cheshire West and Chester Council had kindly met the Traffic Group on Wednesday 3 February 2016 at 2.30pm in the Village Hall. A wide range of issues had been dealt with including the proposed borough wide roll out of 20mph limits in residential areas. It was noted that issues should as a matter of course be reported on line as this provided a reference number but more importantly the issue would be automatically routed to an officer who may well be in the vicinity. Mr Reeves was thanked for his attendance.

(f) School Lane. Concerns per Mr P Crompton, Belle Vue Lane. Further to the correspondence to Cllr S Parker from Mr P Crompton as to the speed of traffic on School Lane and Guilden Sutton Lane which referred to Mr Crompton having witnessed two accidents, the position remained the Council had not been made aware of these collisions.

(ii) School parking. There was nothing further to report at this stage as to the Rural Localities Officer indicating she was aware of actions which could be taken. Cllr Hughes reported further that the Headteacher had been informed the concerns as to parents parking irresponsibly were supported. **Action: Noted.** Members were reminded the school's mobile friendly text messaging service might also have a role. See also minute beneath.

(iii) Planter. Green space, junction of Hare Lane and Green Lane South. This was being progressed by the Clerk following the site meeting which had taken place on Monday 20 July 2015 attended by himself and Mr Karl Siteine, Streetscene which had agreed the position on the green of the proposed planter and supply arrangements. A suggestion had been made by a resident the feature should be installed diagonally to afford visibility of both the 'Guilden Sutton' and 'Pipers Ash' inscriptions. This had been notified to Streetscene.

(iv) Traffic group. There was nothing further to report at this stage other than that minuted above.

(v) Guilden Sutton Lane: footway drainage. Flooding opposite Garners Lane had again been reported and was logged on as 4778604. **Action: Noted.**

(vi) Parking, Guilden Sutton Lane. There was nothing further to report at this stage **Action: Noted.**

(vii) Boundary fencing. Further to a Member referring to the condition of a length of boundary fencing adjoining a footway in the parish and to this being raised with the landowner there was nothing further to report at this stage. **Action: Noted.**

(viii) Guilden Sutton Lane, sight lines. Sight line issues at the junction of Heath Bank and Guilden Sutton Lane caused by parking and in the vicinity of the incoming bus stand caused by overgrowth were understood to be being monitored by the Area Manager, Place Operations. Overgrowth at the junction of the diversion and the CDS had also been referred.

(ix) Village access for mobility scooters. Further to this issue being revisited by Cllr Ringstead, the Principal Engineer had been approached by the Clerk and a response was awaited. **Action: Noted.**

(x) A 41 Speed limit. Further to the Clerk inquiring of the Area Manager, Place Operations as to the short length of 60mph which remained on Guilden Sutton Lane following the introduction of the 50mph restriction on the A41, this was to be dealt with under the assessment of Hare Lane/Belle Vue Lane as minuted beneath.

(xi) Disabled parking bay, Summerfield Road. There was nothing further to report at this stage as to the surgery request for the provision of a disabled parking bay in front of the Summerfield Road shops which had been referred to the highway authority and had been logged on as 2127075 and passed to the relevant Engineer.

(xii) Sight line, Copple's corner. There was nothing further to report at this stage **Action: Noted.**

(xiii) Footways, School Lane and elsewhere.

The position remained the Principal Engineer was happy for a walkabout to take place with the highway authority once a peak of work being undertaken by network stewards had passed. In the meantime the Council had been advised to report any dangerous issues. The path on Porters Hill had been reported and is now logged on as 4778182.

(xiv) School access footway, rear Orchard Croft. The outcome remained disappointing in that despite extremely effective sweeping following an inspection, about which this Council had no complaint and a great deal of work at the rear of the village hall, there was no firm commitment to schedule the cutting back of overgrowth or to rectify the surface faults on the section to the rear of Orchard Croft. This had been pressed by the Clerk but no response had been received. **Action: Noted.**

(xv) Assessment, 60mph limit Hare Lane/Belle Vue Lane. Further to Clerk reporting advice from the Principal Engineer that Hare Lane/Belle Vue Lane were recommended for 40mph subject to consultation with residents by the Parish Council and that similarly the short length of 60mph on Guilden Sutton Lane was recommended for 50mph, this was being progressed by the Clerk. **Action: The Clerk.**

(xvi) Speed limit, Wicker Lane. Further to the Clerk reporting advice from the Principal Engineer that the 60mph speed limit on Wicker Lane was recommended for 40mph, this was being progressed by the Clerk. Members noted the required consultation with frontagers on this length of road and those minuted above would fall to the Parish Council. **Action: The Clerk.**

(xvii) Water, Porters Hill. Further to the Vice Chairman reporting a recurrence of water spreading across the surface of the carriageway leading to a possible skid hazard in cold weather, this had been reported.

(xviii) Gutter weeds. There was nothing further to report at this stage, Cllr Ringstead having expressed concern at the state of gutters in the parish. The issue had been raised by the Clerk at his meeting with the Principal Engineer. **Action: Noted.**

(xix) Scottish Power cable lay. Members having referred to the condition of parts of Belle Vue Lane, further information as to the progress of the scheme was being sought from the contractor. **Action: The Clerk.**

(xx) 30 mph repeater Station Lane. There was nothing further to report at this stage as to the damaged repeater sign which had been reported. **Action: Noted.**

(xxi) Proposed 20mph areas. Further to the Clerk reporting the Cabinet had agreed the implementation of 20 mph limits on residential roads across the borough, there was nothing further to report at this stage. This would involve roads where mean speeds were currently less than 24 mph and around schools where the mean speed was currently less than 30 mph. A map had indicated the main built up area of the village had the potential to qualify but had yet to be assessed.

(xxii) Planting, highways verges, corners on Oaklands. Overgrowth which had not been recently dealt with would be reported. **Action: The Clerk.**

(xxiii) Pot hole, Belle Vue Lane. Further to Cllr Ringstead advising of a large pothole on Belle Vue Lane, this was being reported. **Action: The Clerk.**

(xxiv) Manhole cover, Porters Hill. This cover, the subject of a recent fall, has been reported to the borough council reference 4779079. The Chairman advised it had previously been brought to the attention of the Network Steward following a previous issue.

(xxv) Footway, Station Lane. The issue raised by Mrs Y Kirk at public speaking would be referred to the Principal Engineer and to Mr Peter Atkinson, Public Rights of Way Officer (North Chester & Ellesmere Port). **Action: The Clerk.**

(d) Lighting.

(i) Faults. A fault affecting a light outside 46 Oaklands had been reported ref 4778186. Cllr Paterson informed there had been a response. **Action: Noted.**

9 Finance:

(a) Income

Co-operative Bank  
Bank interest

|                 |        |
|-----------------|--------|
| 5 January 2016  | £ 1.70 |
| 5 February 2016 | £ 1.59 |

(b) Payments

Northwich Town Council

Inspection

Invoice 1613

(Under query, withdrawn)

|                          |
|--------------------------|
| £ 88.20 (inc £14.70 VAT) |
|--------------------------|

Urgent payment

St John the Baptist PCC Guilden Sutton

200th Anniversary book

|         |
|---------|
| £ 25.00 |
|---------|

Members were invited to note acknowledgements had been received from the PCC for both the Timeline grant and the above payment.

Devaprint

Newsletter 166

|         |
|---------|
| £ 85.00 |
|---------|

NWN Media Ltd

Distribution

|                         |
|-------------------------|
| £ 23.34 (inc VAT £3.89) |
|-------------------------|

Clerk's expenses

Postage

|        |
|--------|
| £ 0.63 |
|--------|

Mileage

44 @ 45 p

|         |
|---------|
| £ 19.80 |
|---------|

(inc NWN Mold)

Copies

525 @ 5p

|                |
|----------------|
| <u>£ 25.75</u> |
|----------------|

|         |
|---------|
| £ 46.18 |
|---------|

Northwich Town Council

Safety inspections

1693

|                          |
|--------------------------|
| £191.10 (inc VAT £31.85) |
|--------------------------|

Proposed by Cllr Fisher, seconded by Cllr Brown and agreed.

(c) Balances

Balances

Co-operative Bank

Current a/c

1 February 2016

|           |
|-----------|
| £29441.27 |
|-----------|

Scottish Widows no1

1 January 2016

|           |
|-----------|
| £19559.06 |
|-----------|

Scottish Widows no2

1 January 2016

|           |
|-----------|
| £ 4009.55 |
|-----------|

(d) Finance: general. (i) Balances. Further to Cllr D Hughes revisiting the negligible rate of interest attracted by the balances, this continued to be monitored.

(e) Report on contingency payments.

|         |          |
|---------|----------|
| Budget: | £ 983.00 |
|---------|----------|

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Payments: £ 0.00

(f) Audit issues. There was nothing further to report at this stage.

(g) HMRC: (a) Real Time PAYE Returns. There was nothing further to report at this stage.

(h) Clerk's gratuity. There was nothing further to report at this stage.

(i) Insurance issues. Renewal. The Clerk had circulated the renewal documents to Audit and Governance Group. **Action: Audit and Governance Group.**

Community events. HM The Queen's 90th Birthday. The Council noted the following from its insurers.

*We are aware that many councils are looking to organise events or activities to celebrate this landmark occasion. In anticipation, we thought the following information might be helpful. Common queries, so far, include:*

*"Clean for the Queen"*

*Provided this activity is organised by the council, any volunteers, Councillors and/or employees taking part will be covered automatically by the policy we arrange - under the Employers' and Public Liability sections.*

*If aged over 16 and under 90 those involved are also covered under the Personal Accident section.*

*In order to reduce the likelihood of injury or any damage arising, we recommend the following:*

*Keep a list of those involved.*

*A risk assessment of the proposed tasks should be completed. The council should ensure the participants are competent (to carry out the work) and for the more manual duties, have access to the correct tools as well as suitable clothing/protective equipment.*

*Any work near water or roads should only be undertaken by adults.*

*Please contact us if any proposed work involves use of a chainsaw, unless the person holds the relevant certification.*

*No work at height should be undertaken without prior referral to us*

*Beacons*

*If the beacon is attached to a building (or pole) a risk assessment should be undertaken to ensure that the beacon itself is fit for use. Please ensure the public are kept at a safe distance and there is no danger of the flames or hot particles affecting nearby vegetation or property.*

*If you are arranging a 'bonfire' beacon, cover is subject to the council providing a risk assessment for approval at least 14 days prior to the event. One of the key requirements is that the display should be at least 100 metres away from property not owned, hired or rented by the Council. If this is an issue, we will need to seek your insurer's approval before cover can be confirmed.*

*Adequate first aid provision and marshals should also be in place.*

*Street Party*

*If the Council is organising a street party and they have the correct road closure permits in place with a completed risk assessment (with consideration of the 'inflatables' exclusion), a policy arranged through Came & Company Local Council Insurance will provide cover automatically.*

*For further advice please visit our website [www.parishinsurance.co.uk](http://www.parishinsurance.co.uk), in the membership section there is more information regarding the running of an event.*

(j) Budget 2016/17. The Clerk informed the precept request had been submitted by the due date and payment of the sum requested by the Council of £16794 plus £495 Council Tax Reduction Grant was awaited. **Action: Noted.**

(a) Waste collection and recycling issues. There was nothing further to report at this stage.

(b) Environmental issues.

(i) Areas of concern. The condition of the steps from Fox Cover to Church Lane, raised by Cllr Hughes, was being monitored together with that of the steps opposite from Cinder Lane to Church Lane. Overgrowth affecting that part of Wicker Lane in the vicinity of the former vicarage where there was no footway and concerns as to the steps from Heath Bank to Guilden Sutton Lane were with the borough council. Further to the correspondence from Mr Tony Fisher, Killearn House, Church Lane as to the verge at the junction of Wicker Lane and School Lane, which had been referred to the supervisor, there was nothing further to report at this stage.

A 51 footway adjoining the Rugby Club. Further to the complainant advising Cllr Hall the overgrowth had been cut back with the suggestion further work might be carried out to widen/clear the footpath to its proper width in the near future. there was nothing further to report at this stage.

Further to Members reporting that tipping was again taking place in the dingle, it had been agreed a note should appear in the newsletter. **Action The Clerk.**

(ii) Lengthsman. There was nothing further to report at this stage.

(iii) Regular inspections. The suggestion raised by Cllr Moulton as to regular inspections throughout the parish with an increase in the lengthsman's hours would be revisited in due course.

(iv) Dog fouling: Requests remained outstanding for additional bins on School Lane and Garners Lane together with that from Cllr Ringstead for a bin on Station Lane to assist users of the greenway. The Clerk confirmed he was progressing the provision of a bin on Station Lane. **Action: The Clerk.** Further concerns were raised by Members and it was agreed a suitable note should appear in the newsletter. **Action: The Clerk.**

Further to Cllr Paterson referring to a recent borough council initiative enabling fouling to be marked with pink paint, a supply of which had been requested under 101002823537, the issue had been pursued but no response had been received. This continued to be the position. **Action: The Clerk.**

The concerns raised by Mrs G Jones via the Public Rights of Way Warden as to dog fouling which had been circulated remained under consideration.

11 Trees and hedges.

(a) Hedges. The increasing obstruction of the footway on Guilden Sutton Lane and at other locations in the village by overgrown hedges during the growing season continued to be noted. Cllr Brown would make further inquiries as to a standard proforma to advise individual occupiers as appropriate known to be in use elsewhere. **Action: Cllr Brown.** This would be issued by the Clerk to avoid duplication. As a last resort, the highway authority would be requested to take action.

The suggestion raised by Cllr Moulton as to regular inspections throughout the parish with an increase in the lengthsman's hours would be revisited in due course.

The new issue raised by Mrs G Jones via the Public Rights of Way Warden which had been circulated remained under consideration.

(b) Dingle path. Further to Cllr Hughes reporting a request from an adjoining occupier to fell two self set sycamores on private land adjoining this path which were stopping his enjoyment of oak trees in the group there was nothing further to report at this stage. Cllr Paterson's concerns as to the state of other trees adjacent to the path remained.

(c) Conifers adjoining parish playing field. Further to Cllr Fisher referring to the continuing growth of conifers in a property adjoining the parish playing field which he believed were now extending onto the field, action was to be taken by the Clerk as minuted above.

(d) Growth, Wicker Lane/Church Lane junction. Growth at this junction continued to be monitored. (minute 10 (b) refers).

(e) Overgrowth, Heath Bank. There was nothing further to report at this stage.

(f) Visibility, junction Guilden Sutton Lane/Guilden Sutton Lane CDS. Further to Cllr Davis referring to the ongoing concern as to visibility for emerging vehicles being obstructed, this issue was with Area Manager, Place Operations.

(g) Overgrowth Guilden Sutton Lane/Heath Bank. **Cllr Roberts.** There was nothing further to report at this stage.

(h) Replacement trees, Scottish Power. The suggestion by Cllr Hughes re 2 no cherry, 2 no flowering crab trees and 1 no almond tree being planted in the bank to the rear of the parish car park had been actioned by the Clerk but it was not known when this planting would take place.

Members who had raised particular issues listed above kindly indicated those which might be removed from the agenda.

(i) Trees, general. Further to Cllr Hughes informing he was frequently approached by residents concerned at the threatening nature of large trees on both public and private land within the parish, the Natural Environment Officer (Trees and Woodlands) Mr P Murray had been invited to visit and had indicated he would be willing to do so to inspect trees on public land. It was understood the officer was to contact Cllr Hughes. **Action: The Clerk.**

It was further understood the new Tree Officer, Mr S Kimber had advised the borough council was only in a position to deal with dangerous trees on its own land.

(j) Mrs Y Kirk. The concerns raised by Mrs Y Kirk as to trees said to be overgrowing the footway on the Guilden Sutton Lane diversion and their vigorous growth on the opposite side of the road had been pursued by the Clerk with the highway authority and referred to Streetscene. **Action: Noted.**

(k) Hedge rear Village Hall. Further to the Clerk reporting this had been cut by Streetscene who had also carried out further work within the parish, a compliment had been forwarded and acknowledged as beneath. **Action: Noted.**

The compliment to the borough council with respect to recent work carried out within the parish has received the following response:

COMPLIMENT REFERENCE: 101003787705

*I am writing to you on behalf of Place Operations reference the compliment you made in relation to the recent work in the parish. Your compliment has been forwarded to the Area Manager so that he can circulate your comments to the relevant staff.*

*On behalf of Place Operations may I take this opportunity to thank you for taking the time to make this compliment.*

*If you have any further requests or enquiries please do not hesitate to contact Place Operations on 0300 123 7026 or alternatively please email enquiries@cheshirewestandchester.gov.uk . This way your enquiry will always be logged and dealt with accordingly.*

*Yours sincerely*

*Levi Dillon*

*Technician*

*on behalf of Colin Parker-Rich, Place Delivery Area Manager  
Street Cleansing & Grounds Maintenance Management*

(l) Hedges, Wicker Lane. Further to Cllr Fisher referring to erosion of the banks on both sides of this road near the junction with the A41 outside the parish boundary and expressing concern the hedges might be lost, there was nothing further to report at this stage. **Action: Noted.**

(m) Cheshire Wildlife Trust. There was nothing further to report at this stage.

(a) Audit and Finance Update. This stood referred to the Audit and Governance Group. (b) Changes to the Financial Services Compensation Scheme for Local Councils. This had been circulated to the Audit and Governance Group. (c) Appointment of Parish Standards Representatives. (d) Area Meeting. The Clerk had circulated the minutes of the Chester and Vale Royal Area Committee held on 27 January 2016. (e) Community Infrastructure Levy. The Clerk informed notification had been received that an extra meeting of the Chester and Vale Royal Area Committee had been called for Wednesday 24 February at 6.30pm for 7pm start at The Boshaw Centre, Village Road, Dunham on the Hill, WA6 0LX to discuss the latest CW&C Local Plan consultation relating to the Community Infrastructure Levy (CIL). An officer was to attend from CW&C to give a short presentation and answer questions. Cllrs Paterson and Ringstead had kindly indicated. Cllr Paterson informed the arrangement was due to be introduced from March 2017.

13 Cheshire West and Chester Council.

(a) Community governance reviews.

(i) Guilden Sutton. There was nothing further to report at this stage **Action: Noted.**

(ii) Great Boughton. Further to Cllr Fisher suggesting information should be sought as to the precept levels in Guilden Sutton and Great Boughton this had been researched by the Clerk together with the disparity in precepts across the borough which Cllr Fisher had also raised. The Clerk would contact Cllr Fisher. **Action: The Clerk.**

(b) Members budgets applications. (Speed activated indicators, Defibrillator.) There was nothing further to report at this stage arising from the Clerk meeting Sarah Dobbins, Rural Localities Officer, Cheshire West and Chester Council, to discuss progress with Member Budget grant funded schemes and other issues.

The Clerk informed Ms Dobbins was now the senior localities officer for the rural area and had been replaced by Sharon Marshall, Localities Officer (Rural) with whom he was in contact.

(c) Chester Villages Community Forum. There was nothing further to report. The inaudibility of proceedings would again be raised at an appropriate stage.

(d) Community resilience. There was nothing further to report at this stage.

(e) Public Space Protection Order in Chester. There was nothing further to report at this stage.

(f) Draft Local Flood Risk Management Strategy - Public Consultation. There was nothing further to report at this stage.

(g) New Homes Bonus. Members noted the following received from Cllr D Armstrong, Portfolio holder for Resources.

*Dear Mr David Norbury,*

*You will no doubt be aware that the Council considered the future use of the New Homes Bonus community fund as part of its budget debate.*

*The Council considered the feedback received when it consulted on a budget gap of some £47m. Unfortunately during the consultation period the Government sought fit to make changes which increased the Council's gap to £57.2m.*

*The chancellor has recently published a consultation document on the New Homes Bonus grant, setting out proposals to achieve savings of £800m nationally by 2019-20. These include: withholding the Bonus from areas where an authority does not have a Local Plan in place; a reduction in the number of years for which the Bonus is paid from the current 6 years to 4,3, or even 2 years; and adjusting the Bonus to ensure payments are more focussed on local authorities demonstrating a stronger than average commitment to growth.*

*I would estimate this could have a minimum impact of reducing the overall NHB allocation by at least 33% (£3m) to the Council and could be as high as 66% (£6m) on existing New Homes Bonus allocations, let alone reducing income from future housing growth.*

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Given the context, I am writing to inform you that at our full Council meeting last night, it was resolved that the Council will no longer set aside 20% of the New Homes Bonus that it receives into a community fund. Your Council will therefore no longer receive its annual allocation. The Council has made this decision, with some regret, but it is a crucial part of the Council's plans to recover the £57.2m funding gap it faces.

Given the assumed reduction in funding going forward, the Council will be looking at ways of working with communities on a sustainable basis to achieve desired shared outcomes. To this end we have set aside some money in reserves to facilitate the start of the process illustratively:

- £1m per year to address inequalities and under investment across the borough
- £3m in a reserve for delivery of priority outcomes

I would welcome a conversation as to how our organisation can work further together going forward to provide quality services to our residents.

Yours sincerely,  
Councillor David Armstrong

**Action: Noted.**

(h) Statement of Policy for Hackney Carriages, Private Hire Vehicles, Drivers and Private Hire Operators Consultation. It was noted any response had been due by 21 February 2016.

(i) Community Infrastructure Levy Preliminary Draft Charging Schedule. Details of this consultation, on which comments were due by 11 March 2016 had been circulated separately. See also minute above.

(j) Ward priorities. Members noted the following has been received through Cllr S Parker.

Dear (ward) Councillors,

*The rural locality team is in the process of compiling some key priorities for each of the wards, these could be short term or long term aspirations that you may have for the ward or some of the villages.*

*We would like to arrange a meeting to discuss these key priorities at your earliest convenience. However in the meantime would you be able to provide us with a list of your future priorities for your ward going forward.*

Sharon Marshall  
Localities Officer (Rural)  
Cheshire West and Chester Council

Further to the discussion in public speaking time Members were invited to indicate priorities by 21 March 2016 which the Clerk would forward to Cllr Parker by 28 March 2016. **Action: All Members.**

14 Cheshire Community Action.

15 CPRE. There were no action items to report.

16 Health. Public access defibrillator. The Clerk reported that following the February Council meeting the North West Ambulance Service had unexpectedly responded with a suggested defibrillator package. Full details were in their e mail which had been forwarded separately. Members were invited to note an installation service was also available. The basic cost of £1,495 equated to the grant obtained from the Member budgets. The Clerk was authorised to proceed as a matter of urgency subject to approval by the Chairman and Vice Chairman. This would include the agreement of the ambulance service to the proposed location.

17 Policing/Fire Service.

(i) Policing:

(a) Crime. There were no action items to report.

(b) Homewatch. There were no action items to report.

(c) Crime fund. The possibility of the proposed second 'flashing 30' being partly financed by funds held by the Commissioner would be pursued in the event of evidence which met the guidelines becoming available.

**Action: The Clerk.**

(d) Meetings.

Police & Crime Commissioner's meeting with parish and town councils, Tuesday 9 February 2016, 6.30pm, Community Centre, Fluin Lane, Frodsham, WA6 7QN. Cllrs Hughes and Moulton had attended. Issues had included the allocation of Police Community Support Officers. **Action: Noted.**

Cheshire Constabulary Rural Crime Conference Monday 29 February 2016. It had not been possible for the Council to be represented.

(ii) Cheshire Fire and Rescue Service.

Cheshire Fire Authority: Consultation on draft Integrated Risk Management Plan 2016/17. There was nothing further to report at this stage.

18 Newsletter. The Clerk informed Newsletter no 166 (8pp) was due to appear on Thursday 10 March 2016.

**Action: Noted.**

19 War Memorial. There was nothing further to report at this stage as to a possible modest poppy installation.

20 Bulb planting. Cllrs Moulton and Hughes commented. It was noted there was now a total absence of planting on one side of the entrance to Oaklands opposite Wood Farm.

21 Parish IT.

(i) Transparency code. The Clerk informed details had been received of a funding package to assist parishes with the transparency requirements. This would run throughout 2016/17. Should the higher of the Council's income or expenditure for 2015/16 be beneath the £25,000 threshold, the Clerk believed the Council may be eligible. **Action: Noted.**

(ii) Google Groups (Parish Plan and Bird in Hand). There were no action items to report further to that minuted above.

(iii) Ownership of site. Further to Members revisiting the ownership of the site, further consideration would be given to the need, if necessary to revise the terms of the current disclaimer.

(iv) Business section. There was nothing further to report at this stage.

22 Primary School. Cllr Hughes reported in detail on the school's response to this Council's support for dealing with parking problems. Possibilities included the use of the school's texting system, letters printed by the school to be placed on vehicles parking dangerously and to Members of the Council volunteering to assist. Cllr Fisher suggested that volunteering should extend to Governors and to the PTA.

23 Land ownerships. Further consideration would be given to the suggestion by Cllr Paterson that it would be beneficial for the Council to compile a register of land ownerships which adjoined footways and public footpaths.

24 Community events.

(i) Film group. It was noted the next film evening would be held on 23 April 2016. (ii) St John's 200th anniversary. Cllr Paterson reported further as to the Timeline history of the church. It was noted a fully illustrated book had been produced, price £25, to commemorate the anniversary and agreed 1 no copy should be purchased to be held by the Local History Group. This had been done. (iii) HM The Queen 90th Birthday Celebrations. It was agreed a Clean for The Queen litter pick should take place on Saturday 2 April 2016 from 10.30am at the Summerfield Road shops. Requisites would be sought from Streetscene. **Action: The Clerk.**

25 Land Registry. Further to the Clerk reporting the receipt of an approach by the Land Registry as to parish councils ensuring their land was registered documentation received was under review. **Action: The Clerk.**

26 Village Hall Management Committee. Cllr Hughes reported further.

27 Electricity sub stations: Oaklands estate. There was nothing further to report as to the condition of some electricity sub stations on the estate which had been brought to the attention of Scottish Power.

28 Members' information items. These had been incorporated in the appropriate minute.

29 Information correspondence. Members noted information items contained within the agenda and the late information report.

Matters considered in the absence of the press and public.

30 Highways issue. Further to a Member revisiting a highways issue which the previous Network Steward had understood would be resolved but on which no action had been taken and to the Clerk advising the issue has been re referred to the highway authority, there was nothing further to report at this stage. Further action would be taken by the Clerk.

31 Permitted development. Further to Members revisiting the withdrawal of permitted development rights on the Oaklands estate and referring to possible instances where occupiers may not have been aware an application was required, a note was to appear in the newsletter to raise awareness.

The meeting concluded at 2144

Date of next meeting: Monday 4 April 2016

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