

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting held on 11th January 2023 at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr M Littlewood

Present: Cllr I Brown, Cllr D Hughes, Cllr D Kane, Cllr P Paterson, Cllr S Proctor

In Attendance: Borough Cllr M Parker, Mr B Lewin, Mrs V Downing and 8 members of the public

Clerk: Mr M Roberts

1. Procedural Matters

(a) Apologies

Apologies were received and accepted from Cllr Ringstead and Cllr Moulton

Apologies were received and noted from PCSO Bailey and Cllr G Heatley

(b) Members confirmed their standing interests as follows:

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

Cllrs Hughes and Paterson as members of Guilden Sutton Community Association.

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

Cllrs Brown and Proctor as members of the Village Green Group.

Cllr Proctor, Cllr Paterson, Cllr Littlewood and Cllr Ringstead as members of the Wildflower Garden project group.

(c) It was proposed by Cllr Paterson, seconded by Cllr Hughes and agreed that the minutes of the ordinary meeting held on 7th December 2022 be agreed as a true record of the meeting **(22/052)**

(d) 2023 meeting dates:

1st February

1st March

5th April

10th May (ANNUAL) *

7th June

12th July *

6th September

4th October

1st November

6th December

2. Community Engagement/Communications

(a) Visiting Officers

Mr Lewin noted that the Council and Marigold newsletters could be published, printed and delivered together.

(b) Visiting Members

Cllr M Parker reported that planning enforcement notices had been issued regarding a premises within the Parish prior to Christmas and provided further details of ongoing proceedings.

Cllr Parker and Heatley were prepared to pay from their members budgets to do a one-off clearance of land adjacent to Hilltop Road.

Cllr Parker had sourced a container that could be relocated for storage of Community Association items.

(c) Public Speaking

A member of the public referred to a motocross business within the village and an associated post on social media. It was noted that police were concerned with regards to damage to signage.

A member of the public referenced an Ash Tree on the Parish Car Park that had not been tended for around 10 years and was concerned with falling leaves. The resident had both concerns with regards to the safety of branches and roots.

Mrs V Downing expressed concern with regards to the expiry of section 106 monies, Mrs Downing suggested that if conditions could be relaxed could this be used for the Station Lane Footpath. Mrs Downing requested an update with regards to siting benches on land close to the shops.

A member of the public asked for an update with regards to a footpath on Station Lane. It was noted that Stagecoach was a trialling £2 bus fares in the area and asked if this information could be displayed on timetables. Concerns were raised as to an overgrown hedge on Oaklands and School Lane the Parish Car Park hedge and it was asked if there had been progress over the volunteer who had offered to cut back bushes on Guilden Sutton Lane.

Mr B Lewin reported that a resident had raised concerns with regards to a tree opposite the playground.

(d) Correspondence

Correspondence had been received with regards to several trees within the Parish. It was noted that the Council does not have the authority to intervene with regards to trees that are not on its own land.

(e) Surgery

Cllr Paterson reported that a resident had asked if there were any Volunteering opportunities for Duke of Edinburgh.

It was agreed that Cllrs Kane and Littlewood would preside at the next surgery 28th January.

(f) Communications

It was agreed that an open forum would be held prior to the April meeting to discuss community engagement.

Cllr Littlewood discussed options for upgrading the Council's communication systems. Cllr Littlewood suggested that a Vodafone contract at £8PCM and a refurbished iPhone 8 at a cost of £250. It was proposed by Cllr Kane seconded by Cllr Brown and agreed that the Clerk would be authorised to carry out the upgrade **(22/053)**.

(g) Support Group

Cllr Littlewood expressed a wish to hold a sustainability open forum in the near future.

(h) Election

The clerk reported costs of both a contested and uncontested election. Cllr Littlewood asked about

engagement. It was agreed that the Communications group would publicise the upcoming election via the Community website and social media. It was noted that whilst a leaflet drop would be inexpensive, delivery logistics would be difficult.

3. Open Spaces

(a) Guilden Sutton Greenspace

Cllr Kane reported having written to Greenspace with regards to ideas for Section 106 monies and it was noted that a response was awaited.

(b) Wildflower Garden

Cllr Proctor stated a meeting was due to take place in February, following the next Council meeting. It was noted that the lease had not yet been received.

(c) Old School Field

The Clerk had not received a response to a request for an update with regards to the maintenance works applied for. Cllr Kane reported being unable to fix football nets – it was reported that both nets could be replaced for a maximum of £100 for a long-lasting nylon set of nets. Brown/Paterson agreed. **(22/054)**.

(d) Hedgehog Highway

Cllr Littlewood discussed the possibility of installing a hedgehog highway from a sustainability perspective. It was agreed that the Wildflower Garden committee would consider the matter in due course. Cllr Kane noted that these were plastic structures and suggested that raising awareness to enable residents to take their own actions may be more appropriate and effective.

(e) Section 106 monies

Cllr Kane noted that a response was awaited from Hook's Wood and asked for the Council's support in pushing the issue prior to the February meeting.

4. Transport and Highways

(a) Public Transport

The Clerk had been unsuccessful in obtaining a contact at the operator, it was agreed that the best way forward would be to involve the MP. It was agreed that the £2 bus fares would be publicised.

(b) Footpath Station Lane

It was agreed that another footpath group meeting would be convened as soon as possible.

(c) Community Speedwatch

Cllr Littlewood reported that a refresher training session would be arranged for 1st February. 1st time trainees would be inducted at a different time, but a date would need to be arranged after 1st February. It was felt that March or April could be targeted. Rumble strips police commissioner meetings but investigate with Highways. Investigate noise implications.

5. Planning

(a) New applications:

22/04333/FUL	Yew Tree House Church Lane First floor extension above garage	24 January 2023 TP/DH
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(b) Awaiting Decision:

21/03995/TPO	28 Cinder Lane Hornbeam (01) – prune lower branches to lift crown and limit growth	NO OBEJCTION
22/01883/FUL	1 Heath Bank Demolition of existing car port and outbuilding, erection of single storey side/rear extension	NO OBJECTION
22/02039/FUL	Land At Belle Vue Lane A new farm access track and a drainage/conservation pond	OBJECTION
22/03160/FUL	9 Porters Croft Two storey side extension	NO OBJECTION
22/03834/TPO	8 Oaklands Oak tree - Crown lift over footpaths and driveway to provide 3m clearance over ground level, crown lift over road to provide 5-6m clearance over ground level (back to kerb +1m of turf), remove major deadwood and crossing branches, and reduce lateral branches to provide 2m vertical clearance from the garage roof and 2m lateral clearance from the property elevations (no pruning of branches larger than 5cm diameter).	NO OBJECTION
22/03683/FUL	2 The Stables Erection of detached garage	NO OBJECTION
22/04078/FUL	Holly Lodge Belle Vue Lane Porch extension, first floor front extension, first floor side extensions, demolition of existing conservatory and two storey rear extension	NO OBJECTION

(c) Decision Notices:

22/01292/LDC	The Old School Guilden Sutton Lane	APPROVED
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(d) Neighbourhood Plan

Nothing further.

6. Village Green

It was noted that a potential alternative site had been identified to site the benches and it was agreed that the Clerk could discuss this with Village Green prior to the next meeting.

7. Finance

(a) Income:

None

(b) Payments:

M Roberts (Website).	£4.80	(inc. £0.80 VAT)
ChALC (Training).	£25.00	(no VAT)
M Roberts (Salary).	At agreed rate	(no VAT)
HMRC (PAYE)	£512.07	(no VAT)
M Roberts (Webmail).	£3.60	(inc. £0.60 VAT)
Playing Field Owner 1 (Rent)	£80.00	(no VAT)
Playing Field Owner 2 (Rent)	£80.00	(no VAT)
Autela Payroll Services (Payroll).	£68.40	(inc. £11.40 VAT)
UK Landscapes Ltd (Grounds Maintenance).	£145.01	(inc. £24.17 VAT)
M Roberts (Zoom).	£14.39	(inc. £2.40 VAT)
M Roberts (Grit)	£80.00	(inc. £13.33 VAT)
M Littlewood (Cards)	£4.00	(inc. £0.66 VAT)

(c) Balances:

Co-Operative Current Account	£12,512.95
Co-Operative Deposit Account	£60,161.27
Scottish Widows Business Fund 1	£19,459.98
Scottish Widows Business Fund 2	£4,233.83

It was proposed by Cllr Hughes, seconded by Cllr Proctor and agreed that the above payments be made and the financial information as above be agreed. The Clerk would process payments and Cllr Hughes would authorise. **(22/054)**

Cllrs Hughes and Proctor reported that a quarterly audit meeting had taken place and had been successful.

(d) It was proposed by Proctor/Hughes to agree the proposed budget and precept **(Appendix A) (22/055)**. Cllr Kane requested an update with regards to the expenditure incurred by Hook's Wood and it was agreed that this would be requested for the next meeting.

8. Grounds Maintenance

(a) Hilltop Road Area

A report from Cllr Parker was noted.

(b) Hare Lane Village Green

It was noted that a site meeting would take place on Friday.

(c) Grounds maintenance Contract

The Clerk would arrange a site meeting with Cllrs Hughes and Littlewood prior to the next Council meeting.

10. Primary School

Cllr Hughes reported that a new Year 6 teacher had started at the beginning of term.

11. Members Information

Cllr Proctor asked as to whether the Council had considered potential celebrations for the Coronation and asked for this to be included on the agenda for the next meeting.

Cllr Hughes reported the retirement of PC Boulton, who had retired after many years of service to

the Parish. The Clerk reported that the Council had sent a message of goodwill. It was suggested that the Council could contact the Sergeant to offer its commendation for PC Bolton's commitment to Village policing.

12. Exclusion of the Press and Public

It was proposed by Cllr Paterson, seconded by Cllr Proctor and agreed that members of the press and public be excluded from the meeting, in order that the Council discuss urgent exempt items under Schedule 12 of the Local Government Act, 1972. **(22/056)**.

Part 1 closed at 20:44.

Appendix A – Approved Budget and Precept

Expenditure		
Employees	A	10789.27
Office	B	270
Grounds Maintenance	C	1968
Communications	D	250
Website	E	211.47
Professional Services	F	729
Subscriptions	G	584.4
Play area	H	500
Training	I	860
Mileage/Parking	J	50
Graveyard grant	K	675.8
Phonebox renovations	L	0
Insurance	M	2113.56
Grant	N	4620
Playing field rent	O	640
Phone	P	0
Defib	Q	100
Meeting costs	R	0
Events	S	0
Election	T	1089.7
Village Green/Plants and Bulbs	U	1050
Other/Contingency	V	2109.6
Adjustment	W	0
S137	X	328
TOTAL		28938.8
Funding		
Precept		24043
Graveyard Grant		675.8
Reserves		4220
TOTAL		28938.80

This will result in a 0% increase to the household charge in 2023-24. The total precept increases to by £163 to **£24,043**.

The Finance Group has considered funding the Year 3 Greenspace grant from reserves (£4220) and has applied for the Graveyard Grant from CWAC (£675.80). The total benchmark budget is therefore **£28,938.90**.