

GULDEN SUTTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilden Sutton Parish Council held on 10th January 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr D Hughes

Present: Cllr A Davis, Cllr M Littlewood, Cllr P M Paterson, Cllr S Ringstead, Cllr V Roberts

Clerk: M Roberts

In attendance: PCSO Bailey, Mr B Lewin, Mr R Norrie and 2 members of the public.

1. Procedural Matters

(a) Apologies

Apologies were received and accepted from Cllr Whelan.

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

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

Cllr Hughes as a member of Guilden Sutton Community Association.

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

Cllr Ringstead as a representative of the Village Green Group.

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

(c) Confirmation of the minutes of the Ordinary meeting held on 6th December 2023.

It was proposed by Cllr Paterson seconded by Cllr Ringstead and agreed that the minutes of the ordinary meeting held on 6th December 2023 be agreed as a true record of the meeting.

(d) Dates of future meetings.

7 th February	Open Forum (Sustainability)
6 th March	Communications Group
3 rd April	Annual Parish Meeting
1 st May (Annual)	Q4 Audit
5 th June	Open Forum
17 th July *	Q1 Audit
4 th September	Communications Group
2 nd October	Open Forum (Budget)
6 th November	Q2 Audit
4 th December	Open Forum

(e) Training

It was noted that ChALC had advertised a number of free webinars on a variety of topics.

2. Community Engagement/Communications

(a) Visiting Members

None

(b) Visiting Officers

PCSO Bailey had circulated a newsletter.

(c) Public Speaking

Mr Norrie thanked the Parish Council for the construction of the grit box and for Cllr Whelan for her support with regards to the installation of Solar Panels at the Village Hall.

Mr Lewin thanked the Council's contractors for their work in clearing leaves from the Parish.

(d) Correspondence

Correspondence had been received regarding:

A request for a cycle ramp at the Fox Cover steps.

Disposal of Garden Waste.

Dog fouling.

Damage to the noticeboard.

(e) Surgery

Cllrs Paterson and Ringstead reported that a resident was looking forward to receiving the Public Transport questionnaire and would help to encourage residents to complete it. Concerns had been raised with regards to a drain close to the Oaklands/School Lane bus stop. A resident raised the issue of dog fouling. A number of residents had noted the recent flooding, particularly on Station Lane. A resident had raised concerns with regards to the narrow footpath on Porters Hill.

It was agreed that Cllrs Davis and Whelan would preside at the next surgery on 3rd February.

(f) Communications sub-committee

Cllr Littlewood reported that a draft of the next newsletter had been circulated.

(g) Support Group

Cllr Littlewood reported that a lot of help had been received with regards to recent flooding matters. The support group had also helped with the Nativity event at Church, Parish Car Park and Bird in Hand.

(h) Sustainability

Cllr Whelan had reported by correspondence.

(i) Grant Application

It was proposed by Cllr Davis, seconded by Cllr Ringstead and agreed that a grant application of £350 be approved.

3. Open Spaces

(a) Guilden Sutton Greenspace

Nothing further.

(b) Wildflower Garden

It was noted that the lease was still awaited, but a positive response had been received from the localities officer.

(c) Old School Field

Nothing further.

(d) Section 106 monies

The Clerk reported that the play equipment order had been confirmed with the contractor. The application for the release of the S106 funds had been completed. Cllr Whelan had advised by correspondence that an installation date would be agreed. The Clerk had approached the insurer to assess the new equipment and a quote had been received.

(e) Dog fouling

The Council noted a number of complaints particularly over the Christmas period. Cllr Davis noted that this might be due to the darker mornings and evenings.

(f) Hilltop Road area

It was noted that clearance work had been carried out, and long-term objectives would be agreed.

4. Transport and Highways

(a) Public Transport

Cllr Ringstead reported that the Public Transport survey had been finalised. It was noted that the survey was comprehensive, but necessarily so. It was noted that this would be used as evidence to try to improve the local bus services.

(b) Footpath Station Lane

Cllr Littlewood had reported having attempted to make contact with the landowner. A working group meeting would be organised in January.

Cllr Davis noted that some noticeboards had been erected with regards to providing information about farming in the area.

(c) Community Speedwatch

Cllr Littlewood reported that a meeting would take place with PCSO Bailey to arrange further training for volunteers.

(d) Grit Box

It was noted that the grit box had been installed.

(e) A55

The Council noted its continued appreciation for the volunteer carrying out work in the area.

5. Planning

(a) New applications:

There were no new applications.

(b) Awaiting Decision:

23/01730/FUL	Land At Belle Vue Lane Erection of detached bungalow with associated landscaping works	OBJECTION
23/00017/ENF	Tile Farm, Wicker Lane Without planning permission a material change of use of the Land from agricultural use to a mixed use of agriculture and MX Motorcross/Quad bike use and Clay Pigeon Shooting use [“the Unauthorised Development”].	OBJECTION
23/02244/FUL	Newhall Rise School Lane First floor side extension to create new bedroom and stairwell, single storey front extensions, side porch extension to include new canopy. window	NO OBJECTION

	alterations and replacement/new windows, creation of first floor side balcony, replacement of existing rear balcony. Partial replacement roof to include solar panels and rooflights, cladding to all external elevations (ground and first floor).	
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(c) Decision Notices:

There were no new decision notices.

(d) Neighbourhood Plan

Cllr Paterson reported that a meeting would be scheduled in January.

6. Village Green

Nothing further.

7. Finance

(a) Income:

None

(b) Payments:

M Roberts (Phone Bill)	£15.10	(inc. £2.51 VAT)
M Roberts (Website)	£9.00	(inc. £1.50 VAT)
M Roberts (Grit)	£85.00	(inc. £14.17 VAT)
M Roberts (Sandbags)	£195.46	(inc. £32.58 VAT)
Guilden Sutton Community Association (Grant)	£350.00	(no VAT)
HMRC (Payroll)	£438.80	(no VAT)
M Roberts (Salary)	£572.93	(no VAT)
R Ringstead (Salary)	£176.65	(no VAT)*
Botanica Landscapes (Grounds Maintenance)	£240.00	(inc. £40.00 VAT)
Botanica Landscapes (Lengthsman)	£234.00	(inc. £39.00 VAT)
Autela Payroll Services (Payroll)	£54.58	(inc. £9.10 VAT)
M Roberts (Zoom)	£15.59	(inc. £2.60 VAT)
M Roberts (Survey Subscription)	£75.00	(inc. £12.50 VAT)
S Roberts (Playing Field Rent)	£80.00	(no VAT)
V A Jones (Playing Field Rent)	£80.00	(no VAT)
P M Paterson (Christmas Lights Prizes)	£14.00	(no VAT)

(d) Balances:

Co-Operative Current Account	£5,616.97
Co-Operative Deposit Account	£70,917.64
Scottish Widows Business Fund 1	£19,624.26
Scottish Widows Business Fund 2	£4,269.57

It was proposed by Cllr Paterson, seconded by Cllr Ringstead 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.

(e) Budget 2024-25

The Council noted the draft budget circulated prior to the meeting. It was noted that further anticipated cost rises had occurred in the New Year. The Clerk advised that the precept request must be submitted to the billing authority by 31st January, and that 24th January had been set aside as a contingency date should further discussions be necessary.

It was proposed by Cllr Hughes, seconded by Cllr Littlewood and agreed that the decision on the precept be deferred to an extraordinary meeting on 24th January.

8. Grounds Maintenance

(a) Hare Lane Village Green

A response to the S115e application was awaited.

9. Primary School

Cllr Hughes reported that school had returned from the recent Christmas break.

10. Members Information

Cllr Paterson reported that a fence had started to collapse at the top of Guilden Sutton Lane.

Cllr Paterson reported concerns with reported that there were a number of pedestrians who were poorly illuminated, and asked if this could be included in a future newsletter.

Cllr Hughes reported that concerns had been raised with regards to the charging of electric cars using cables across pavements.

11. Exclusion of the Press and Public

It was proposed by Cllr Hughes, seconded by Cllr Paterson and agreed that members of the press and public would be excluded in order that the Council discuss urgent exempt items under the Local Government Act 1972.

12. Part Two

(a) Planning Enforcement

A query was raised with regards to an enforcement notice.
