

GULDEN SUTTON PARISH COUNCIL

Minutes of an Ordinary Meeting of Guilden Sutton Parish Council held on 2nd October 2024, at 7:30PM at Guilden Sutton Village Hall

Chairman: Cllr S Ringstead

Present: Cllr A Davis, Cllr M Littlewood, Cllr P M Paterson, Cllr V Roberts, Cllr R Whelan

Clerk: Mr M Roberts

In attendance: Mr B Lewin and 3 members of the public

1. Procedural Matters

(a) To receive apologies for absence.

Apologies were received and accepted from Cllr Hughes.

Apologies were received and noted from Cllrs Heatley and Parker.

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

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

Cllrs Hughes and Whelan as a member of Guilden Sutton Community Association.

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

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

Cllr Hughes as a governor of Guilden Sutton Primary School.

(c) Confirmation of the minutes of the Ordinary meeting held 4th September 2024.

It was proposed by Cllr Paterson seconded by Cllr Davis and agreed that the minutes of the ordinary meeting held on 4th September 2024 be agreed as a true record of the meeting.

(d) Dates of future meetings.

6th November

Q2 Audit

4th December

Communications Group

2025 (provisional)

15th January

Open Forum

5th February

5th March

2nd April

(e) Vacancy in the office of Councillor

It was reported that no expressions of interest had been received. Cllrs Roberts and Whelan would provide a pen portrait of their first year as Councillors so as to better inform residents of the time commitment and responsibilities involved.

2. Community Engagement/Communications

(a) Visiting members' speaking time

None

(b) Visiting officers' speaking time

Mr Lewin reported that the footpath between Park Farm and the Greenway had been resurfaced under the direction of the Local Authority.

(c) Public Speaking Time

John Hesslewood from Cheshire Community Action spoke with regards to local housing needs. It was noted both the Parish Council and Community Association were CCA members. CCA had been approached by a developer with regards to carrying out a housing needs survey in the area. It was noted that the results of the survey could be used to support the Neighbourhood Plan. It was noted that there was scope for the Parish Council to request the inclusion of additional questions.

Mrs Jessop noted having circulated a report to members prior to the meeting. Mrs Jessop asked if the GreenSpace group could be invited to a future meeting to discuss future funding arrangements.

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

Cllr Ringstead reiterated that correspondence to the Council should be sent via the correct channels in order to be dealt with by the correct officer. Particularly, it was noted that the Council's staff were unable to deal with issues in person when not working for the Council.

Correspondence was received regarding:

Station Lane footpath/pedestrian safety.

Widening the footpath along School Lane

Public Transport

The potential closure of the toddler group

Housing needs

The proposed A41 Pedestrian Crossing

Potential improvements to the Old School Field

Fly tipping in the wooded area close to the A41

Seating

A safety incident at the A41 junction

Human excrement in a public area

Nitrous oxide cannisters

Overgrown hedges (highways) on Guilden Sutton Lane

The Fox Cover wildflower garden

Overgrown bushes (highways) at The Vetches

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

Cllrs Littlewood and Whelan reported that the issue of hedges had been raised. The footpath on Station Lane and a planning enforcement appeal were referenced. A member of the public had asked about the daffodil planting event.

It was agreed that Cllrs Davis and Roberts would preside at the next surgery on 2nd November.

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

Cllr Littlewood reported that the most recent newsletter had been distributed. The recent police survey had closed. Cllr Littlewood reported that a number of responses had been received to the recent neighbourhood plan survey. A further newsletter was planned for towards the end of the year.

Cllrs Littlewood and Davis had attended the local Cub Scout group.

(g) To receive a report from the Support Group

Cllr Littlewood reported that the support group had helped with regards to highways drainage having been tampered with and communications with regards to flooding on Wicker Lane. A loose dog had also been identified.

(h) To consider matters regarding sustainability

Cllr Whelan had circulated a draft sustainability policy. It was proposed by Cllr Whelan, seconded by Cllr Paterson and agreed that the Council would adopt the draft policy, which was duly signed by the Chairman.

3. Open Spaces

(a) Guilden Sutton GreenSpace

Councillors noted the receipt of a report from Mrs Jessop and would extend an invitation for a representative of the GreenSpace group to attend the December meeting.

(b) Wildflower Garden

Councillors noted the receipt of a quote from a manufacturing company for the construction of a noticeboard at the Wildflower Garden. It was proposed by Cllr Ringstead, seconded by Cllr Littlewood and agreed that the Model Financial Regulations could be waived to allow payment to be made at the appropriate time to avoid a further delay. It was noted that this would be funded from the ringfenced monies raised by the Wildflower Group and not from Parish Council funds.

(c) Old School Field

It was noted that the field had reopened after recent works.

(d) Dog fouling

Cllr Whelan reported an increase in terms of the frequency of dog fouling within the area.

(e) Hilltop Road Area

Cllr Whelan reported that the land clearance had been carried out and the area fenced off.

(f) Noticeboard

It was noted that locks would be purchased for the noticeboards. The Clerk advised that minutes had not been displayed on noticeboards due to recent damage and that this does not affect statutory provisions. Cllr Whelan noted that the long-term solution may be to display a QR code with a direct link to minutes. Cllr Littlewood enquired as to the display of each individual page of minutes, but it was noted that due to the amount of business currently contained within the minutes, there would be insufficient space.

(g) Storage Unit

Cllr Davis reported that the small storage unit at the side of the Village Hall had been damaged. It was agreed that a quote would be obtained for the construction of a more durable solution.

4. Transport and Highways

(a) To receive an update on Public Transport issues and recent survey

Cllr Ringstead had written to Stagecoach in order to explore the possibility of a Sunday service or one running later into the evening. The 26A school bus had been over-capacity, a bigger bus was now in service but may still not be sufficient.

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

CLlr Littlewood reported that there had been no further correspondence.

(c) To receive an update on Community Speedwatch
Nothing further.

5. Planning

(a) New applications:

24/02614/OUT	18 Ash Bank Hare Lane Two storey dwelling	21 October 2024 SR/AD
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(b) Awaiting Decision:

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
24/00935/FUL	Land Adjacent To Electricity Substation and A55 Belle Vue Lane Guilden Sutton Chester Construction of a Battery Energy Storage System (BESS) designed to provide grid network services to National Grid and local electricity Distribution Network Operator (DNO) SP Manweb	NO OBJECTION
24/01997/FUL	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage	OBJECTION
APP/A0665/W/24/3347732	The Old School Guilden Sutton Lane Change of use of agricultural land to residential to extend garden curtilage.	OBJECTION

It was reported that the public enquiry in relation to 23/00017/ENF had now closed.

(c) Decision Notices

24/02421/FUL	2 Cinder Close Refurbishment of existing roof on a like for like basis with grey/black Condron concrete roof tiles. Installation of 10 solar panels on west facing roof and 10 solar panels on east facing roof and installation of Ohme EV charger on gable wall to drive.	APPROVED
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d) Neighbourhood Plan

It was reported that a new email address has been set up for Neighbourhood plan purposes. Cllr Paterson reported that survey responses were being collated. Cllr Paterson reported that the CCA survey would be useful as a second source of data.

6. Trees and Hedges

Cllr Whelan noted that a meeting would take place with a tree inspector on 8th October.

7. Finance

(a) To note recent items of income

None

(b) To approve recent items of spending:

M Roberts (Phone Bill)	£16.30 (inc. £2.72 VAT)
M Roberts (Salary)	At agreed rate (no VAT)
R Ringstead (Salary)	At agreed rate (no VAT)
HMRC (Payroll)	£136.80 (no VAT)
M Roberts (Website)	£11.40 (inc. £1.90 VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£312.00 (inc. £52.00 VAT)
Botanica Landscapes Ltd (Lengthsman)	£234.00 (inc. £39.00 VAT)
M Roberts (Daffodil Bulbs)	£51.99 (inc. £8.66 VAT)
D Oldfield (Pest Control)	£350.00 (no VAT)
MustardPrint (Newsletter)	£85.00 (no VAT)
Playing Field Owner 1 (Playing Field Rent)	£80.00 (no VAT)
Playing Field Owner 2 (Playing Field Rent)	£80.00 (no VAT)
Botanica Landscapes Ltd (Grounds Maintenance)	£444.00 (inc. £74.00 VAT)
R Whelan (Fencing)	£11.51 (inc. £1.92 VAT)
R Whelan (Fencing)	£5.52 (inc £0.92 VAT)
M Roberts (Signage)	£7.34 (inc. £1.22 VAT)
M Roberts (Cable Ties)	£3.99 (inc. £0.67 VAT)

(c) To approve updated account balances

Co-Operative Current Account	£14,527.42
Co-Operative Deposit Account	£70,000.00
Scottish Widows Business Fund 1	£19,852.16
Scottish Widows Business Fund 2	£4,319.15

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

(d) Banking Arrangements

Following a report from the Clerk, it was proposed by Cllr Whelan, seconded by Cllr Paterson and agreed that the Parish Council would open a savings account with the Cambridge Building Society. The Clerk, Cllrs Hughes, Paterson and Roberts would act as signatories and 3 signatures would be required for each transaction. It was proposed that £60,000 would be transferred from the Co-Op Deposit account to fund the transfer. It was proposed that the Council would close the Scottish Widows accounts, transferring the funds to the Co-Operative Current Account at which point a

further transfer to the Cambridge Building Society would be considered. It was proposed that Cllr Roberts be added as a signatory on the Co-Operative account.

The Clerk noted that the increased level of interest on the new account could raise an additional £600 per annum for the Council, equivalent to more than a 2% increase of the precept.

(e) Strategic Plan

The Clerk noted that due to potential contextual changes that may be received as part of the UK Government's budget later in the month, it would be important to review the strategic plan in that context.

8. Grounds Maintenance

(a) Hare Lane Village Green

The Clerk noted correspondence with regards to the possibility of a donation of a bench that may fulfil the criteria of the s115e application.

It was noted that groundworks had not been carried out due to the recent roadworks, and may be further delayed by another set of roadworks due to begin on 13th October.

(b) Hilltop Road Area

It was noted that the contractor had completed the ground works as covered in the 'Open Spaces' item.

9. Primary School

Cllr Davis reported that a fundraising barbecue had been held, and was very successful.

10. Remembrance Sunday

The Clerk noted that the event approval had been granted. Cllr Davis would tidy the area prior to the service, and would fit the lamppost poppies. Cllr Ringstead, as Chairman, would liaise with Revd Carty with regards to readings.

11. Members Information

Cllr Roberts had noted that the local transport plan had been circulated and would report on any updates.

Cllr Paterson reported that the gulley at the corner of Belle Vue Lane and Hare Lane was severely blocked.

Cllr Littlewood had attended the Community Association's fire safety evening. Cllr Littlewood had obtained a fire safety plan for the hall. Cllr Davis asked whether a fire drill had ever taken place.

Cllr Whelan reminded the Council that the daffodil planting would take place between 2-4pm on 5th October.

Cllr Whelan noted difficulty in attending some meetings.

Cllr Davis enquired as to the possibility of a no-through-road sign on Church Lane.

Cllr Ringstead noted that the bus stop sign close to the Guilden Sutton Lane spur was very dirty.

Part 1 Closed at 20:58

12. Exclusion of the Press and Public

It was proposed by Cllr Davis, 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.

Cllr Paterson noted that the Employment Group had carried out its periodic review of salaries and proposed that the Council's employees be increased by 1 spine point. This was seconded by Cllr Ringstead and agreed.

It was noted that the Council had received inappropriate communication from a resident. It was agreed that a formal response would be sent.

Meeting closed at 21:23
