**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON MONDAY 31ST JULY 2017 IN NORLEY METHODIST CHURCH**

 **PRESENT:** Councillors: Deryn O’Connor (Chair),Ann Crawford, Terry Harvey, Anne Querelle, Ian Stockton,

Mont Sturt, Jon Wild

 Councillor Ralph Oultram (CW&C Borough Councillor)

 Gaynor Hawthornthwaite (Clerk)

There were five members of the public in attendance.

Before the meeting commenced, the chair welcomed members of the public and the Ward Member to the meeting.

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| **1.****2.** | **APOLOGIES FOR ABSENCE**Apologies were received from Councillors Ford and Fayle**DECLARATIONS OF INTERESTS**Councillor Sturt declared an interest in application 17/02604/FUL - Land Adjacent to Yew Tree House, High Street, Norley on the grounds that he is a neighbour. |
| **3.** | **PUBLIC SPEAKING TIME/OPEN FORUM**No members of the public wished to address the Council.  |
| **4.** | **APPROVAL OF THE MINUTES OF A MEETING HELD ON 21ST JUNE 2017**These were agreed as a correct record and signed by the Chair. |
| **5.****6.** | **MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 21ST JUNE 2017*** The PC has not yet received an invoice for the Grit Bin on Gallowsclough.
* The painting of the yellow lines at Hatchmere has now been completed. Following a previous meeting on site when the painting of white triangles in the middle of the road just before the junction was discussed, it was agreed that this should be followed up again with Highways.

**Action – Clerk to follow up with CW&C Highways*** CW&C Highways have visited the green triangle at the bottom of Maddocks Hill and they have confirmed that they would be reluctant to recommend hard permanent measures to replace the plastic cones due to highway safety. At the time of visiting on 30th July, the grass had been well cut and if wooden marker posts were installed the grass would not be as easy to mow. It can only be plastic posts (which would not improve the appearance) or as it is.  If Maddocks Hill is a 30-mph road then this is an issue for Street Scene. It was agreed that the option of a kerb being installed should be followed up.

**Action – Clerk to follow up with Street scene.*** The PC again expressed their concerns about the lack of progress on the highway issues around the village. The precept funds have already been collected for the traffic calming measures, but there have been no indications of any progress. Councillor Oultram mentioned that there was a 3-year highways plan that is being worked through and agreed to follow up the PC’s concerns about the lack of progress with Andy Hamman.

**Action – Councillor Oultram to follow up.*** CW&C Highways inspected the grids outside the Tigers Head public house, on Marsh Lane junction/School Bank on 30th July 2017 and they have confirmed that at the time of visiting it was raining heavily and they didn’t think there were any safety implications and would expect the grids to be cleared as part of the yearly routine maintenance.   Since that visit the grids have been swept, but the wedge by the kerb also needs to be swept again.

**Action – Clerk to follow up with CW&C Highways** * Although there has been no update on the planning application at the site of the Jewish School, it was noted that a bat survey has been completed and that progress may be imminent.
* Although, the dog waste bin has now been located at the top of Marsh Lane, it was considered not to be in the right place as it is currently obstructing vehicle visibility and should be located further back from the road.

**Action – Councillor O’Connor to follow up with Sharon Marshall, SW&C Rural Localities Officer.*** A response is awaited from Environmental Health about the responsibility for the clearing of the Japanese Knotweed that is growing on the common land and the Himalayan Balsam.

**Action – Clerk to follow up with Jason Lambert, CW&C Environmental Officer.*** The Clerk has now updated the Norley website with minutes, agendas, a list of planning applications and the Norley Newsletters. It was agreed that up to date photos should also be added.

**Action – Clerk to follow up.*** The progress of the ordering of the planters for the bottom of Gallowsclough is to be followed up.

**Action – Clerk to follow up with Sharon Marshall, SW&C Rural Localities Officer.*** The Scouts have sprayed the sighted incidents of dog fouling around the village with pink paint, which has now been cleared up by the CW&C Street Cleaning Team.
* Mark Chamberlain (BT Rep) & Dean Burrows (Connecting Cheshire) have confirmed that they will be attending the next PC meeting in September to discuss Broadband in Norley and the grants and funding that are available.
* It was noted that the contact for the maintenance of the garden area at the new houses near to Maddocks Hill is Partner Construction Limited.

**Action – Clerk to follow up the maintenance and clearing of the garden area.****HEDGE CUTTING AND FOOTPATHS**Following the June 2017 PC meeting, CW&C Highways have looked at the overhanging mature trees on the road at the entrance to School Bank and they have confirmed that there were no safety concerns on any of the trees in this area. If the trees are on private property they are quite limited in what they can do.  After discussing the maintenance of overhanging hedges and footpaths around the village, it was agreed that as in previous years the walking group should be asked if they could highlight any overhanging hedges on footpaths around the village and bring them to the attention of the Parish Council.**Action – Councillor Wild to arrange for a notice to be put in the Norley News.** |
| **7.** | **PLANNING** The following planning applications had been received and were considered by the PC:* **17/02958/FUL** – Moss Cottage Beech Moss Lane Norley WA6 8LR: Side extension at first floor, two storey and single storey extensions to rear with associated alterations (including demolition) – There were no comments from the PC.
* **17/02923/FUL** - The Cottage Norley Lane Crowton Northwich WA6 8NJ: Rear Extension – Conservatory – The PC considered the application and agreed that any comments should be forwarded to the clerk before 3rd August.
* **17/02604/FUL** - Land Adjacent Yew Tree House High Street Norley Frodsham: Proposed vehicular access from High Street onto land including new gate and section of fencing - The PC considered the application and agreed that any comments should be forwarded to the clerk before 8th August.
* **Appeal 17/00754/FUL** - Pl Inspect: APP/A0665/W/17/3176971 - Oak Tree House, School Bank, Norley, Northwich, WA6 8NS: Conversion of garage/office into dwelling and erection of front porch (Retrospective) – The PC comments are the same as the previous submission.
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| **8.** | **CLERK’S REPORT AND CORRESPONDENCE**The Clerk reported on the following:* A seminar is being run by Chalc on Digital Engagement & Social Media at Bentley Motors, Crewe on 5th September – The cost for non-members is £125.
* A Letter had been received from a resident about the spraying of chemicals on the fields in the Hambletts Hollow area. After consideration, the PC agreed to follow up with the owner of the field and respond to the resident.

**Action – Clerk to follow up.*** An email had been received from a resident about the accident statistics at the cross roads of Cheese Hill/Cow Lane/Finger Post Lane following an accident that had occurred recently. After discussion about the crossroads and signs, it was agreed that a site visit should be arranged to discuss the available options. The Clerk has followed up the accident statistics with CW&C Highways and a response is awaited.

**Action – Clerk to arrange a site visit with CW&C Highways.*** An email had been received from the owner of Treetops following their recent planning application asking that their complaint be tabled at the Parish Council Meeting. This was received and noted by the Parish Council.
* The Annual General Meeting of the JNCOT is being held on Monday 21st August at 7.30 pm. Councillor Wild is to attend.
* Notification had been received from Phil Gifford that the branches of the oak tree and birch tree had fallen over the seat in the Memorial Garden and that the main oak branch has made an arch which could collapse suddenly. Phil has cut the branches off the seat and then used plastic “brick guard” netting to prevent access under the hanging Tree. It was noted that as the work is quite difficult, being on a significant slope cluttered with debris from previous tree cutting and much will require the use of chainsaws at height and a team of competent tree surgeons, it was agreed that quotations for tree surgeons who could do this work safely should be followed up by Phil Gifford and then forwarded on to the Parish Council for approval.
* The clerk had circulated a draft Flaxmere Moss Management Prescription to the PC members for comments. This was noted by the PC.
* Following receipt of a CW&C Consultation on proposed changes to Council Tax discounts and premiums, it was agreed that this should be published on the Norley website.

**Action – Clerk to follow up** |
| **9.**  | **FINANCIAL MATTERS**The Clerk reported that the bank statements are currently not being received and that the bank should be notified of the new Clerk contact details. A letter confirming the new clerk details was signed by two of thebank signatories.**Action – Clerk to return the signed letter to the bank.**The Clerk had followed up membership with Chalc who had confirmed that Norley PC are not currently members. A full year’s membership would be £1055.35. However, if the PC wished to join now the charge from July would be £791.51. The PC agreed not to sign up for the membership. The following cheques were approved and signed:* Total payment to clerk, Mrs G Hawthornthwaite = 239.50 + 171.84 + 4.68 + 44.84 + 7.80 = **£468.66**

Clerk’s – June Salary – (22.30 hours) - £239.50 (gross)Clerk’s - July Salary– (16 hours) – £171.84 (gross)Mileage to Frodsham and return for website training - 5.2 miles return = 10.4 x 0.45 p per mile = £4.68Printer Cartridge - £44.84Book of 1st class stamps - £3.90 x 2 = £7.80* Membership of Cheshire Community Action - £20.00
* Request for Donation from Norley News - £350.00
* Invoice No: 2387 – Rabbitdigital – Norley PC Website Updates for Meg & Training for Gaynor - £85.50
* Two extra cans of pink paint - £16.46 – Ann Crawford
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| **10.****11.** | **ANY OTHER BUSINESS**The following items were reported:* Councillor O’Connor had attended the Town and Parish Council meeting with the Police and Crime Commissioner on Tuesday 25th July at 6.30 pm at Weaverham Community Centre. The main issues discussed were highways, speeding and the length of time taken for progress on highway issues. Having a PCSO in every community was also mentioned. The PC were not aware of a replacement PCSO for Norley and it was agreed that this should be followed up.

**Action – Councillor O’Connor to follow up.*** Councillor Querelle reported that one of the grids on Ashton Road was blocked. It had been noted that the grid was cleared today.
* Councillor Crawford suggested that the dog bin on Pytchleys Hollow is sited in the wrong place. It should be sited further up, near to the Tigers Head.

**Action – Councillor O’Connor to follow up.*** Councillor Wild put forward a suggestion that the Wildlife Group should be nominated for an Environmental Sustainability Award. This was agreed by the PC and Councillor Wild agreed to draft a letter of support and circulate to the PC before submitting.

**Action – Councillor Wild to follow up.*** Councillor Wild mentioned that he had received a number of enquiries from residents about the work that is taking place behind the Tigers Head in the car park. The PC were not aware of what is taking place and agreed that it should be followed up with the owners of the Tigers Head.

**Action – Clerk to write to the owner of the Tigers Head.*** A member of the public asked about the advertising of the PC meetings. The PC agreed that as well as the 3 noticeboards and website, there should also be a notice in the Norley Newsletter.

**Action – Clerk/Councillor Wild to arrange for details to be put in the Norley Newsletter.*** Councillor O’Connor reported that the Clerk’s Contract of Employment has now been drafted and is to be forwarded to the Clerk for signature.

**DATE OF NEXT MEETING**The date of the next meeting is to be held on **Wednesday 6th September at 7.00 pm at Norley Primary School.** |
|  | Before the meeting closed the PC took a moment to remember the parishioners that were involved in Passchendaele a 100 years ago.The meeting closed at 8.30 pmSigned . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .  Date . . . . . . . . . . . . . . . . .THESE MINUTES REMAIN UNRATIFIED UNTIL SIGNED AS CORRECT AT THE NEXT PARISH COUNCIL MEETING |