**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY 14TH FEBRUARY 2018 AT NORLEY METHODIST CHURCH**

**PRESENT:** Councillors: Deryn O’Connor (Chair),Ann Crawford, Ken Fayle, Dennis Ford, Mont Sturt

Gaynor Hawthornthwaite (Clerk)

There were three members of the public and PCSO John Kopczyk present.

Before the meeting commenced, the chair welcomed all present to the meeting.

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| **1.**  **2.** | **APOLOGIES FOR ABSENCE**  Apologies were received from Councillors Querelle, Stockton and Wild.  **DECLARATIONS OF INTERESTS**  There were no interests declared. |
| **3.**  **4.** | **PUBLIC SPEAKING TIME/OPEN FORUM**  One request was received from a member of the public relating to concerns about the increase in the number of HGVs using Marsh Lane and Cow Lane and the safety and environmental issues. After discussion the PC agreed to follow up the weight restrictions on Marsh Lane.  **Action - Councillor O’Connor to follow up with CW&C Highways.**  **UPDATE ON THE PLAYGROUND**  Hilary Wilson, the Secretary to the Norley Hill Top Play Area Management Committee provided the PC with information about the set up of the Committee, costs and funding of the play area. Due to the reductions in the availability of grants towards the costs of the play area the Committee are now seeking funding towards the maintenance and insurance costs.  After consideration of the maintenance, the insurance costs and the lifespan of the equipment, the PC agreed to make a donation of £1500 towards Norley Hill Top Play area. As the play area is an asset to the village, it was agreed that a donation should be reviewed on an annual basis at the November PC meeting when the budget is considered. The PC asked if an annual report on the playground could be provided by the Management Committee at the November meeting.  Councillor O’Connor thanked Hilary for attending and Hilary thanked the PC for the donation on behalf of the Management Committee. |
| **5.** | **APPROVAL OF THE MINUTES OF A MEETING HELD ON 8TH JANUARY 2018**  These were agreed as a correct record and signed by the Chair. |
| **6.**  **7.** | **MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 8TH JANUARY 2018**  **HIGHWAYS**  The recommendations from the speed limit assessments on Stoneyford Lane, Cheesehill Lane and Gallowsclough Lane are awaited.  The improvements to the black and white direction signs in the village continues to be followed up.  **Action - Councillor Harvey and Councillor O’Connor to continue to follow up.**  The Clerk had followed up the progress of seeking funding towards a Speed Indicator Device from Partners/Dane Housing. A response is awaited.  It was reported that the street lights between Maddocks Hill and Kingsleigh Close are not working.  **Action - Councillor O’Connor to log this on the CW&C website.**  **Green Triangle**  Following the last meeting the PC had arranged a site visit with a CW&C approved contractor and obtained a quotation for the carriageway alteration to install new kerbs to the area around the grass triangle at Maddocks Hill. After discussion about the scope of works and the quotation of £4920.60 that had been provided, the PC accepted the quotation and agreed that the works be approved, subject to approval from CW&C Highways.  It was noted that there will be temporary three-way traffic signals for 4 or 5 days at the top of Maddocks Hill during the works.  **Action – Clerk to notify the contractor.**  **Other Matters Arising:**   * The Community Right to Bid application is being progressed by Councillor Wild.   **Action – Councillor Wild to complete the Community Right to Bid application**   * A response is awaited from the Women’s Institute confirming the decided location of the planting of an oak tree in a central location in the village to mark the Federation’s Centenary in 2020. * Highways have confirmed that traffic monitoring is currently taking place on School Bank and Maddocks Hill. * The collars which have been fitted on the trees outside the new houses on School Bank are too tight and need to be loosened.   **Action – Clerk to follow up with Partner Construction**   * The PC’s insurance policy for volunteers working on common land had been checked with Zurich Insurance who had requested additional information about the tasks and average hours per week of the volunteers. Once this had been provided, this could then be added to the policy.   **Action – Clerk to provide the additional information to Zurich Insurance.**  **Report from PCSO John Kopczyk**  PCSO John Kopczyk provided the following update:   * Speed monitoring had taken place recently on High Street at the junction of the school. * Helsby Parish Council now have an enforceable speed device which could be borrowed by Norley PC. The PC expressed thanks to Helsby PC and agreed that this should be followed up.   **Action – Clerk to follow up with Helsby PC.**   * A successful school football tournament had taken place recently, involving 12 schools. The next one is scheduled for 18th April and it may become an annual event.   The PC reported on an abandoned car in the village which the PCSO agreed to follow up as well as the HGVs using Cow Lane and Marsh Lane.  Councillor O’Connor thanked PCSO John for attending the meeting and for providing an update.  **HEDGE CUTTING AND FOOTPATHS**  The Walking Group have agreed to provide a detailed list of the overhanging hedges on the footpaths/roads around the village following the May walks.  It was reported that there are overgrown hedges on Marsh Lane. It was noted that when hedges are cut back, the clearing away of the debris should be made good too.  **Action - Councillor O’Connor to follow up the overgrown hedges on Marsh Lane.** |
| **8.** | **PLANNING**  **Applications**  The following planning applications had been received for consideration since the 8th January meeting:   * 18/00129/FUL - Norley Church of England Primary School Hough Lane Norley Northwich: Installation of prefabricated building with concrete base, and retaining structure – There were no comments from the PC. * 18/00136/FUL - Peover House Moss Lane Crowton Northwich Cheshire WA6 8PD - Demolish existing utility room and install new larger utility - There were no comments from the PC. * 18/00297/FUL - The Old Dairy Norley Hall Farm Town Farm Lane Norley Northwich Cheshire WA6 8NH - Single storey rear extension and open porch to side elevation – There were no comments from the PC. * 18/00471/FUL - The Bungalow Fingerpost Lane Norley Northwich Cheshire WA6 8LE: Creation of a first floor with dormer style windows and internal alterations - There were no comments from the PC.   **Decisions**   * 18/00129/FUL - Norley Church of England Primary School Hough Lane Norley Northwich: Installation of prefabricated building with concrete base, and retaining structure - **Approved** * 18/00136/FUL - Peover House Moss Lane Crowton Northwich Cheshire WA6 8PD - Demolish existing utility room and install new larger utility - **Approved** * 17/05423/FUL - Home Farm Norley Lane Crowton Northwich WA6 8NL: Part single storey, part two storey extension to side/rear and porch extension to front. (Amendment to application 17/00479/FUL) – **Approved** * 17/05440/LBC - Norley Hall - Repairs and redecoration of existing Grade II listed building – The Parish Council had no objections to this application provided that the Grade 2 Listed Buildings Regulations are applied appropriately – **Approved** * 17/05435/FUL - Norley Hall - Alterations to existing dwelling and erection of outbuilding – The Parish Council had no objections to this application provided that the Grade 2 Listed Buildings Regulations are applied appropriately - **Approved** * 17/04461/FUL - Land At Hondslough Lane Northwich: Conversion and extension of barn to one residential dwelling with associated garage, landscaping and access – **Approved** * 17/04454/COU - Tangmere Breech Moss Lane Norley Frodsham WA6 8LR: Change of use from ancillary accommodation to self catering holiday studio – **Approved** * 17/03344/FUL - Malvern Cottage Blakemere Lane Norley Frodsham WA6 6NN: Replacement of domestic garage with new single garage and ancillary accommodation to main dwelling **- Approved** |
| **9.**  **10.** | **MANAGEMENT OF THE MEMORIAL GARDEN**  It was agreed that this item should be deferred until the next meeting.  **CLERK’S REPORT AND CORRESPONDENCE**  The Clerk reported on the following:  The following correspondence had been received from CW&C:   * Public Space Protection Order – Control of Dogs Consultation – Closing date is 28 April 2018   **Action - Councillor Ford to follow up with the CW&C contact - Nicki Rose, Regulatory Services**   * Dave James, has been appointed as the new countryside officer and one of his site responsibilities is Flaxmere Moss. The clerk had forwarded Dave’s contact details onto Phil Gifford to provide more information relating to the ownership and responsibilities of Flaxmere Moss.   **Action - Councillor Ford to follow up with Dave James.**   * A reply to the PC’s letter about the decision of the Oak Tree House planning application had been received from CW&C. The PC agreed to accept the invitation to meet with the CW&C Planning Manager to discuss the wider implications of the implementation of the Neighbourhood Plan. Councillors O’Connor, Fayle and Crawford confirmed their availability to meet with the Planning Manager.   **Action – Councillor O’Connor to confirm with the Planning Manager.** |
| **11.** | **FINANCIAL MATTERS**  A financial report and a budgetary monitoring report had been circulated to PC members with the agenda prior to the meeting which had been received and noted.  The following was noted:   * The PC account balance as at 1st February 2018 was £40746.43. * The Clerk had made an online tax payment of £129.00 to HMRC on the 17th January 2018 for the October 2017 to January 2018 salary payments.   The following cheques were approved for signature:   * Invoice from 1&1 – Additional Domain.org – Norley Parish Council – Reimbursement – Mrs G Hawthornthwaite - £18.12 * January Website Work – Rabbitdigital - £40.50 * Strimming and Grass Cutting services – 4 x £25 – August to October - £100 – A Davies * Donation towards the Norley Hill Top Play Area - Norley Hill Top Play Area - £1500 |
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| **12.**  **13.** | **ANY OTHER BUSINESS**  The following items were reported:   * Councillor O’Connor mentioned that the provision of a defibrillator in the village had been discussed at a recent School Governors meeting. The PC agreed that more information on the costs of defibrillators should be obtained.   **Action – Councillor O’Connor to follow up.**   * A Village Community Litter pick has been arranged for 3rd March. * The blocked gully and flooding at the end of Maddocks Hill was mentioned.   **Action – Clerk to follow up with CEC Highways.**  **DATE OF NEXT MEETING**  The next meeting is to be held on **Monday 26th March 2018 at 7.00 pm at Norley Methodist Church** |
|  | The meeting closed at 8.50 pm  Signed . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .  Date . . . . . . . . . . . . . . . . .  THESE MINUTES REMAIN UNRATIFIED UNTIL SIGNED AS CORRECT AT THE NEXT PARISH COUNCIL MEETING |