**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON MONDAY 8TH JANUARY 2018 AT NORLEY METHODIST CHURCH**

 **PRESENT:** Councillors: Deryn O’Connor (Chair),Ann Crawford, Dennis Ford, Terry Harvey, Mont Sturt, John Wild

 Gaynor Hawthornthwaite (Clerk)

There were two members of the public present.

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

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| **1.****2.** | **APOLOGIES FOR ABSENCE**Apologies were received from Councillors Fayle, Querelle and Stockton**DECLARATIONS OF INTERESTS**There were no interests declared. |
| **3.** | **PUBLIC SPEAKING TIME/OPEN FORUM**There were no requests received. |
| **4.** | **APPROVAL OF THE MINUTES OF A MEETING HELD ON 29TH NOVEMBER 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 29TH NOVEMBER 2017****HIGHWAYS**Councillor O’Connor reported that the CW&C Road Safety Team are currently assessing the speed limits on Stoneyford Lane, Cheesehill Lane and Gallowsclough Lane. The recommendations from the assessments are awaited. A summary of the proposed and ongoing highway issues is to be included in the Norley News.The improvements to the black and white direction signs in the village continues to be followed up. There was a suggestion about asking the person who painted the village noticeboards to assist in making good the signs. It was agreed that this should be checked with CW&C Highways before taking any action.**Action - Councillor Harvey and Councillor O’Connor 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.**Green Triangle**Following confirmation from CW&C that the total cost to install the green triangle at the end of Maddocks Hill would be £6110, the PC had obtained the names of two Contractors who may be able to provide quotations to install kerbing (including a one metre wide patch all the way around the grass triangle and then import top soil and reinstate the grass area with turf where required) around the grass triangle at Maddocks Hill.**Action – Clerk to obtain quotations from the two contractors****Other Matters Arising:*** The Clerk had forwarded the precise locations of the Japanese Knotweed and the Himalayan Balsam to CW&C Environmental Health who confirmed that they will soon be delivering a tool box and communicating with Lead Officers to identify, record and treat the reportable weeds.
* Up to date photographs have now been added tothe gallery and home page of the website.
* The PC discussed the Community Right to Bid scheme and the Tree Preservation Order on the oak tree in front of the Tigers Head and agreed that the Community Right to Bid application should be progressed.

**Action – Councillor O’Connor to complete the Community Right to Bid application** * The Clerk had sent a letter to the Women’s Institute confirming the PC’s approval of the planting of an oak tree in a central location in the village to mark the Federation’s Centenary in 2020. There has been no response yet about the decided location.
* The Clerk had replied to a resident’s enquiry about the PC’s process of the consideration of planning applications.

**HEDGE CUTTING AND FOOTPATHS**The detailed list of the overhanging hedges on the footpaths/roads that had been provided by the Walking Group to the PC in 2013 continues to be followed up. However, the PC thought that some of the items on the list had been referred to CW&C for action. **Action – Councillor O’Connor to liaise with Bruce Lane from the Walking Group** |
| **7.** | **PLANNING** The following planning applications had been received for consideration since the 29th November meeting:* 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.

**Action – Clerk to forward comments to CW&C Planning before 12th January.*** 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.

**Action – Clerk to forward comments to CW&C Planning before 12th January.*** 17/05154/FUL - Land Adjacent Crown Inn Store Fingerpost Lane Norley Northwich Cheshire - Construction of a pair of semi-detached cottages with associated access and parking provision – The Parish Council had concerns about the density of the car parking and for vehicles turning out from Hough Lane

**Action – Clerk to forward comments to CW&C Planning before 8th January.**The following planning applications were considered at the 29th November meeting:* 17/05167/FUL - Leighton Hall Cow Lane Norley Northwich Cheshire WA6 8PW - Erection of garage and alterations to the existing dwelling including the replacement of all the existing windows, including associated hard and soft landscaping works – There were no comments from the PC.
* APP/A0665/W/17/3190337 - Land Adjacent Nursery Park, Delamere Road, Norley, Northwich - Use of land for the siting of 4 mobile homes in connection with the adjacent mobile home park – The PC comments were the same as the previous submission.
* Notification of Appeal - Garravogue, School Bank, Norley – The PC comments were the same as the previous submission.
* 17/04461/FUL - Land at Hondslough Lane Northwich – There were no comments from the PC.
* Appeal Ref: 17/00077/REF: Delamere Forest, Ashton Road - Forestry Commission/Forest Holidays - The PC comments were the same as the previous submission.

15/01749/OUT – Haulage Yard High Street, Norley: Proposed residential development comprising six market houses and six affordable homes, together with access improvements and new footway across High Street frontageFollowing the last meeting the Clerk asked for clarification from CW&C Planning as to whether the greenbelt section is to be reinstated. A reply was received referring the PC to the decision on the website. It was agreed that the Clerk should again follow up an answer to the PC’s specific question about the greenbelt section and also whether the ground was checked for contaminants.**Action – Clerk to follow up with CW&C Planning.** |
| **8.****9.** | **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:* A letter had been received from a resident about a near road traffic accident whilst driving along Norley Road at the junction with Cheese Hill Lane. This had been received and noted by the PC and Councillor O’Connor had replied to the resident.
* Following the request at the last PC meeting to check the insurance policy for volunteers working on common land, it was agreed that the PC’s insurance policy should be checked further with the insurance company.

**Action – Clerk to follow up with the insurance company.*** A letter had been received from a resident relating to the Ryde in Gazebank, which is being followed up by Councillor Ford.
* From Cheshire Wildlife Trust – Delamere’s Lost Mosses End of Project Presentation – Saturday 20th January 2018 at 2.30 pm at Delamere Community Centre
* From Chalc – Planning Information – 30th January 2018 6.30-9.00 pm in Chester – Councillor Wild to attend.
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| **10.** | **FINANCIAL MATTERS**A financial report and a budgetary monitoring report had been circulated to PC members with the agenda prior the meeting which had been received and noted.**Approval of the 2018/2019 Budget and the 2018/2019 Precept**After consideration of the 2018/2019 budget and the precept, the PC approved the 2018/2019 budget and agreed that there should not be an increase in the precept for 2018/2019 and should remain at £12,840.**Action – Clerk to return the completed and signed 2018/2019 Precept Form to CW&C.****Approval of the Conclusion of the 2016/2017 Audit and Certificate**The External Auditor’s 2016/2017 Annual Return and Certificate was noted and approved by the PC.The following cheques were approved for signature: * Parish Online Annual Subscription - £33.60 – Get mapping PLC
* Review of the Annual Return for 2016/2017 - £156.00 – BDO LLP
* Clerk’s September Salary - £214.78 – Mrs G Hawthornthwaite
* Data Protection Registration Fee - £35.00 – The Information Commissioner
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| **11.****12.** | **ANY OTHER BUSINESS**The following items were reported:* Councillor Crawford reported that she had received reports from residents that the collars which are 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*** A Village Community Litter pick has been arranged for 3rd March.
* There have been reports of a stray dog in the area.
* The number of pot holes on the roads was mentioned. It was noted that these can be reported online on the CW&C website.
* A traffic monitor has been spotted on one of the lamp posts in the village.

**Action – Councillor O’Connor to follow up with Andy Hamman/Steve Bentley.*** A music event is being held in Norley Village Hall on 27th January.

**DATE OF NEXT MEETING**The next meeting is to be held on **Wednesday 14th February 2018 at 7.00 pm** at **Norley Methodist Church.** |
|  | The meeting closed at 8.10 pm |