

## MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON MONDAY 26<sup>TH</sup> MARCH 2018 AT NORLEY METHODIST CHURCH

**PRESENT:** Councillors: Deryn O'Connor (Chair), Ann Crawford, Dennis Ford, Terry Harvey and Jon Wild

Gaynor Hawthornthwaite (Clerk)

There was one member of the public in attendance.

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

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Querelle, Stockton, Sturt and Fayle.

**2. DECLARATIONS OF INTERESTS**

There were no interests declared.

**3. PUBLIC SPEAKING TIME/OPEN FORUM**

One request was received from a member of the public relating to the reasons for the cutting back of a hedge at the top of Marsh Lane. The PC were not aware of any specific reasons for the hedge being cut back.

**4. APPROVAL OF THE MINUTES OF A MEETING HELD ON 14<sup>TH</sup> FEBRUARY 2018**

These were agreed as a correct record and signed by the Chair.

**5. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14<sup>TH</sup> FEBRUARY 2018**

### **HIGHWAYS**

- Following a request received at the last PC meeting from a member of the public relating to concerns about the increase in the number of HGVs using Marsh Lane and Cow Lane, a Highways Officer had visited and confirmed that the weight restrictions and signage on Marsh Lane and Cow Lane are satisfactory.
- Following an enquiry from a Pytchleys Hollow resident, CEC Highways had inspected the site at either end of Pytchleys Hollow and were satisfied that the necessary signage is in place.
- 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.  
**Action – Councillor O'Connor to follow up with Partners/Dane Housing.**
- The street lights which are out between Maddocks Hill and Kingsleigh Close and the blocked gullies have been reported.

### **Green Triangle**

Following the quotation that had been received from a CW&C approved contractor for the carriageway alteration to install new kerbs to the area around the grass triangle at Maddocks Hill, approval has now been received from CW&C Highways, subject to a Section 50 Agreement. The Clerk has, therefore, sent written confirmation to the Contractor. A response is awaited from the Contractor.

### **Other Matters Arising:**

- The Community Right to Bid application is being progressed by Councillor Wild. Additional information is required to complete the application, including a copy of The PC's Standing Orders, a sketch plan of the village and details of the freeholder.  
**Action – Clerk to send a copy of the PC's Standing Orders to Councillor Wild and Councillor Crawford to follow up the contact details.**

- The collars which had been fitted on the trees outside the new houses on School Bank are to be followed up by Equity Housing Maintenance Team.
- The PC's insurance policy for volunteers working on common land now includes the volunteers who maintain the Memorial Garden. It was noted that the volunteers should be given appropriate training and a risk assessment should be carried out.  
**Action – Councillor O'Connor to notify Phil Gifford.**
- The Clerk had followed up the loan of the enforceable speed device with the Helsby Parish Clerk, but there has been no response yet.  
**Action – Clerk to follow up with Helsby PC.**
- Councillor O'Connor is continuing to follow up the costs and provision of a defibrillator in the village. There was a suggestion about contacting the Ambulance Service for information on approved suppliers.  
**Action – Councillor O'Connor to follow up.**
- Councillor O'Connor is liaising with the CW&C Planning Manager to arrange a meeting with the PC to discuss the wider implications of the implementation of the Neighbourhood Plan.  
**Action – Councillor O'Connor to continue to follow up.**

## 6. 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.

## 7. PLANNING Applications

The following planning applications had been received for consideration since the 14<sup>th</sup> February meeting:

- 18/00765/FUL - Moss Cottage Breech Moss Lane Norley Frodsham WA6 8LR - Rear and side extensions, single storey with partial rear two storey – There were no comments from the PC.
- 18/00677/FUL - Town Farm Town Farm Lane Norley Northwich Cheshire WA6 8NH - Conversion of existing agricultural barns to 3 no. dwellings - There were no comments from the PC.

### Decisions

- 17/05045/FUL - Clemley Cottage Burgess Lane Northwich Cheshire WA6 8PA: Replacement dwelling – **Refused**
- 17/03739/OUT - Garravogue, School Bank, Norley WA6 8NP: Outline application with some matters reserved for demolition of existing dwelling and erection of two dwellings – **Approved**
- 18/00108/FUL - Town Farm Town Farm Lane Norley Northwich Cheshire WA6 8NH: Agricultural/Forestry Storage building – **Refused**
- 17/04478/FUL - Land At Forestgate Farm Hondslough Lane Northwich: Conversion and extension of barn to one residential dwelling with associated garage, landscaping and access – **Approved**
- 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 – **Approved**
- 18/00063/FUL - Feathercroft Cottage Flaxmere Norley Northwich WA6 6NJ: Erection of a pre-fabricated wooden building – **Withdrawn**

## 8. MANAGEMENT OF THE MEMORIAL GARDEN

After discussion about the current management of the garden and the asset of the wildflower meadow to the village, it was agreed that the current maintenance arrangement with the volunteers from the Wildlife group should continue over the summer and then be reviewed. It was agreed that the garden needs to look tidier; the black bags should be removed and the grass verge and the path area near to the bench should be kept mown and a 'Wildlife Garden' notice displayed.

Following a request from Phil Gifford about formulating a path around the back of the wildflower memorial walk, the PC had no objection to this.

**Action – Councillor Wild to feedback to the Wildlife Group**

## 9. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on the following:

The following correspondence had been received and noted from CW&C:

- CW&C Guide to Care and Support  
**Action – Clerk to add the document to the website.**
- Electoral Review of Cheshire West and Chester: Final Recommendations

An enquiry about a litter picking scheme had been received from a resident following the recent litter pick that was held in the village.

**Action – Councillor Crawford to reply to the resident.**

### **Best Kept Village Competition**

After discussion about whether to enter the competition, the PC agreed not to enter this year.

## 10. 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 1<sup>st</sup> March 2018 was £38873.08
- The Clerk had prepared the VAT 126 form for 2017/2018 which now has to be completed electronically.  
**Action – Clerk to complete the on-line VAT 126 form and send to HMRC.**

The following cheque was approved for signature:

- Clerk's Working from home expenses (01.04.17-31.03.18 - £66.06 + 2 reams of paper & lever arch file £7.00 + book of 1<sup>st</sup>/2<sup>nd</sup> class stamps £14.52 + £1.50 postage - totalling £89.08 - Mrs G Hawthornthwaite.

Following the request from Phil Gifford for funding towards the cost of a 'Lost for Words' book for Norley Primary School, the PC agreed to make a donation of £10 and that the cheque could be signed outside of the meeting.

## 11. ANY OTHER BUSINESS

The following items were reported:

- Councillor Fayle had asked whether the PC had any information they would like to add in his reply to the local MP relating to the democratic process of the Delamere Forest (log cabins) application. The PC suggested that Councillor Fayle should contact CW&C Head of Planning (Fiona Hore) to find out the history of the planning application.
- Councillor Wild asked if up to date photographs could be added to the home page of the website. There was a suggestion about taking some photographs at the Annual Meetings in May to add to the website.  
**Action – Clerk to update the website.**

## 12. DATE OF NEXT MEETING

The next meeting to be held is the **Annual Meeting of the Parish Council and Annual Parish Meeting on Wednesday 9<sup>th</sup> May 2018 at 7.00 pm at the NCK Centre** and not at the school as detailed on the website.  
**Action – Clerk to update the website.**

The meeting closed at 8.40 pm

