**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON MONDAY 15TH APRIL 2019 AT NORLEY PRIMARY SCHOOL**

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

 **IN ATTENDANCE**: PCSO David Hayes

There were no members of the public present.

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| **1.****2.** | **APOLOGIES FOR ABSENCE**Apologies were received from Councillors Stockton, Wild and Querelle.**DECLARATIONS OF INTERESTS**There were no interests declared. |
| **3.** | **PUBLIC SPEAKING TIME/OPEN FORUM**There were no members of the public present. |
| **4.** | **APPROVAL OF THE MINUTES OF A MEETING HELD ON 13th MARCH 2019**These were agreed as a correct record and signed by the Chair. |
| **5.****6.****7.****8.****9.****10.** | **MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 13th MARCH 2019*** A response is awaited from Ian Lovatt of CW&C Highways regarding speed control within the village.
* A response is awaited from Dave Reeves of CW&C Highways about the refusal to designate 20mph speed limits around the Stores and for the second collection of the speed data so that issues can be reviewed.

**Action – Councillor O’Connor to continue to follow up*** Partner Construction continues to ignore requests by NPC for the promised funding for a Speed Indicator Device for the village.

**Action – Councillor O’Connor to send a recorded delivery letter.*** We await the assessment of a further speed reduction to 30mph on School Lane.

**Action – Clerk to await contact from CW&C*** Discussions continue about the possible location of the Defibrillator Kit and the storage of the Training Kits at the village hall, which is to be discussed at a Village Hall Committee meeting.

 **Action – Councillor Wild to be asked report back following the Committee meeting.*** Letter from an ex-resident – The removal and renovation of the railing on the cherry tree on Norley Road, just past Post Office Lane going out of Norley, which had been planted in 1953 to commemorate the coronation, continues to be followed up. After an assessment of the tree, Councillor Ford confirmed that it should survive for another few years.

**Action: Councillor Ford to continue to follow up.*** The work on the project to restore the Moss (as much as possible) to its former condition continues to be followed up by Martin Bell
* The Notice of Election and the Statement of Persons Nominated for the 2nd May Elections have now been published on the website and placed on the noticeboards.

There are 3 Parish Councillor vacancies. Councillor O’Connor thanked the 3 parish councillors, Councillors Ford, Sturt and Querelle who have stood down, for their service during their time as a Norley Parish Councillor. Councillor Ford has been a Parish Councillor for Norley for 40 years and before this he was the Parish Clerk and also a councillor for Vale Royal Borough. This is commendable public service to the community. * PCSO Update: PCSO David Hayes reported that speed monitoring in the village continues and that he is following up the possible loan of the Helsby speed enforcement device. Once this has been confirmed a note will be put in the Norley News asking for volunteers to form a Speed Watch group.

Councillor O’Connor thanked PCSO David Hayes for attending the meeting.* The Norley website continues to be updated with the Parish Council documentation. Links to the various groups in the village are to be included on the Norley website.

Agendas will continue to be added to the noticeboards as well as the Norley Face Book page. Any out of date notices will be removed for the noticeboards.* **Action – Clerk to add the links to the various groups onto the website and Councillor Fayle to look for any improvements that could be made to the website and add the agendas to the Norley Face Book page.**
* The hedge of Oak Tree House, bordering School Bank continues to obstruct the road, further endangering pedestrians, cyclists and traffic and a new letter reminding the owner should be sent.

**Action – Clerk to send a follow up letter.*** The Annual Norley Village Litter Pick which took place on Saturday 6th April was a great success.

There were 75 volunteers and 65 bags of rubbish were collected.* Notification has been received that the Application under the Community Right to Bid Provisions to list the Norley Stores as an asset of community value in accordance with the provision of the Localism Act 2011 is valid and that a decision should be made by 5th June 2019.

**PLANNING MATTERS*** **19/00850/FUL** - Land To Rear of Red Lodge Cow Lane Norley Northwich: Change of use to equestrian purposes, new stable block, associated yard area and new menage with retractable lighting – The Parish Council would like to request that any lights that are put up should be placed in a position not to reflect on the public highway and are pointing downwards and that there should be a time limit on the lighting.
* **19/01036/TPO** – Norley Hall, Norley Road Norley, Northwich WA6 8NF: Heavily leaning Scots Pine and dead Elms (Area 3) - Fell and remove for safety. Remaining mixed hardwoods within group, crown lift to approximately 4m to clear headroom for agricultural tractor to maintain paddock. Mixed Hardwood and Fruit trees (Area 4) - Crown lift to approximately 4m to clear headroom for agricultural tractor. Formative prune remaining fruit and reduce to shape – comments by 10th April. There were no comments from the PC.
* 19/00924/S73 - Land At Forestgate Farm Hondslough Lane Norley Frodsham: Variation of condition 2 (plans) and 4 (demolition plan) on planning permission 17/04478/FUL (conversion and extension of barn to one residential dwelling with associated garage, landscaping and access) to allow revisions to the approved building and provide an accurate plan relating to the demolition. Clerk to request a hardcopy of the variation.

**NORLEY PARISH WEBSITE AND NOTICEBOARS**This was discussed under matters arising.**CLERK’S REPORT AND CORRESPONDENCE**Communication had been received from Cheshire Community Action about the 2019 Best Kept Village Competition. The decision was made not to enter.**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.The following cheques were approved for signature: * Reimbursement of payment for 2 reams of copier paper (£7.98) + stamps (£8.04) + additional hours for admin work relating to shop - 3.30 hours - £38.50 – Mrs G Hawthornthwaite
* Reimbursement of payment for laminated A3-A1 colour enlargement map of Norley – £24.00 - Mrs A Crawford
* Cheshire Community Action Membership for year ending 31st March 2020 - £20.00
* Reimbursement of payment for website - Extended Support 11.03.19-11.04.19 - 1 & 1 Ionos Ltd - £8.44
* Fee - Preparation of Clerk's wages for April 2018 to March 2019 & submitting monthly payroll to HMRC - Rose Rowland and Co - £198.
* Printing of shop leaflets for public meeting – Graphish - £55.00

Following the standing down of one of the bank signatories a bank form will need to be completed to delete Councillor Ford and to add Councillor Foyle as a bank signatory.**Action – Clerk to follow up with the bank and obtain the necessary form(s).**The Clerk has prepared the accounts for the Internal Auditor and information had been received from the external auditor that “Norley PC has been selected for intermediate review for the 2018/19 reporting year as part of the required sample of those who would otherwise be subject to a basic review, unless you intend, and meet the eligibility criteria, to certify the smaller authority as exempt” which was received and noted by the PC.**ANY OTHER BUSINESS**The following items were raised:Councillor Ford reported the following overhanging hedges and trees on Marsh Lane:* there is an overhanging tree leaning across the road – just past Crowton View on the left hand side heading down Marsh Lane
* There is a further overhanging tree on the same side lower down the hill.
* On the opposite side of the road there are a number of bushes on the slope which require cutting back.

**Action – Clerk to contact highways requesting the bushes be cut back and trees to be checked to ensure they are not unsafe.** The ménage lights at Home Farm, Norley Lane are dazzling and need to be adjusted so that the lights don’t cast outside the property.**Action – Clerk to contact CW&C planning about this issue.**Councillor Harvey asked where the PC is up to with regard to the speed indicator devices. Councillor O’Connor confirmed that a response is awaited from Ian Lovett, CW&C Highways.**Action – Councillor O’Connor to follow up with Ian Lovatt of CW&C Highways** Councillor O’Connor mentioned about a change to the start time of 7.15 pm for the next PC meeting which is being held at the NCK Centre, as there is another group using the centre until 7.00 pm.The PC agreed to amend the start time for the next PC meeting. |
| **11.** | **DATE OF NEXT MEETING**The next meeting to be held is the **Annual Parish Meeting followed by the Annual Parish Council Meeting on Wednesday 8th May 2018 at 7.15 pm at the NCK Centre**. |
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|  | The meeting closed at 8.35 pm |