

## MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY 29<sup>TH</sup> NOVEMBER 2017 AT THE NCK CENTRE, NEXT TO ST JOHNS CHURCH

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

Councillor Ralph Oultram (CW&C Borough Councillor)

Gaynor Hawthornthwaite (Clerk)

There were five members of the public present.

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

### 1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Querelle, Stockton, Harvey and Wild.

### 2. 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 6<sup>TH</sup> SEPTEMBER 2017

As there was only one PC member in attendance at the meeting who was present at the September PC meeting, it was agreed that the minutes should be approved at the next meeting in January 2018.

### 5. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> SEPTEMBER 2017

#### HIGHWAYS

Councillor O'Connor reported that on Monday 27<sup>th</sup> November the PC and PCSO John Kopczyk met with Steven Bentley and Andy Hamman, CW&C Highway Officers to discuss and view various highway issues around the village.

The site visit commenced at Cow Lane to look at the potential of reducing the speed limit and the weight restriction sign on Cow Lane. The issue of other speed limits around the village and the 20-mph limit around school was also discussed.

A Summary of the issues covered at the site meetings and the actions/further information/points raised has been received from Andy Hamman. The summary is to be circulated to all PC members. Any comments on the points raised are to be sent to the Clerk.

**Action – Clerk to forward the summary on to all PC members. Any comments to be forwarded to the Clerk to collate.**

#### 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 decided to follow up obtaining a list of approved Contractors from CW&C. The advice from CW&C is that the Parish Council could use a private contractor to undertake the works, but CW&C would need to see/approve the proposals (and traffic management proposals to undertake the works) and would require a Section 50 application to be submitted to authorise them to work on the highway. The contractor would require Streetworks accreditation and have the required insurance in order for this to be approved. After discussion, it was agreed that PC should continue to follow up obtaining a list of contractors.

**Action – Councillors O'Connor and Fayle to follow up the approved Contractors.**

#### Other Matters Arising:

- The Clerk had contacted CW&C Environmental Health about the treatment of the Japanese Knotweed and the Himalayan Balsam that is growing on common land and they have asked for the precise location of the weeds. The PC confirmed that the locations are on West View, Pytchleys

Hollow (just past the Tigers Head), Beech Moss and along the hedgerows on Gallowsclough.

**Action – Clerk to notify CW&C Environmental Health of the specific locations.**

- The website is now back up and running following the temporary suspension of the site. The Clerk is to update the Norley photos.

**Action – Clerk to update the website.**

- The planters have now been received and have been installed at the end of Gallowsclough and outside the school. The PC thanked Mrs Sturt for her help with this.
- Councillor O'Connor had followed up the village assets and confirmed that currently there are no village assets, but there is a Community Right to Bid scheme which the PC could apply for. After discussion it was agreed that the PC should follow this up.

The Tree Preservation Order on the oak tree in front of the Tigers Head is to be followed up.

**Action – Councillor O'Connor to send the Community Right to Bid link to all PC members and to check whether there is a Tree Preservation Order on the Tree in front of the Tigers Head.**

#### **HEDGE CUTTING AND FOOTPATHS**

6. A response had been received from the Walking Group about whether they could identify any overhanging hedges on the footpaths/roads following their walks around the village. Following the detailed list that had been provided to the PC in 2013, the Walking Group had asked for clarification that the action items had been followed up by the PC. The Clerk had been unable to clarify from the 2013 minutes the actions that had been taken by the PC. However, the PC thought that some of the items on the list had been referred to CW&C for action. It was agreed that this should be followed up with the previous Clerk.

**Action – Councillor O'Connor to follow up with the previous Clerk.**

#### **7. PLANNING**

The following planning applications had been received for consideration:

- Notification of Appeal - Garravogue, School Bank, Norley – It was agreed that the PC's previous comments should be checked and any additional comments to be forwarded to the Clerk before 14<sup>th</sup> December.
- 17/04461/FUL - Land at Hondslough Lane Northwich – Any comments to be forwarded to the Clerk before 6<sup>th</sup> December.
- Appeal Ref: 17/00077/REF: Delamere Forest, Ashton Road - Forestry Commission/Forest Holidays - It was agreed that the PC's previous comments should be checked and any additional comments to be forwarded to the Clerk before 14<sup>th</sup> December.
- 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 – There were no objections to this application.

**Action – Clerk to include any PC comments on the above applications in the January minutes**

- Appeal Ref: APP/A0665/W/17/3176971 - Oak Tree House - conversion of the garage/office into a two-bedroom dwelling.  
Following the October meeting a letter is to be sent to the Chief Executive expressing the PC's concerns about the granting of planning permission for this application.
- **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 frontage  
Following 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.

**Action – Clerk to follow up with CW&C Planning.**

#### **8. MANAGEMENT OF THE MEMORIAL GARDEN**

It was agreed that an update on the work carried out so far and the plans for the garden in 2018 should be followed up with the Wildlife Group and that the item should, therefore, be deferred until the next meeting.

**Action – Councillor O'Connor to follow up with the Wildlife Group and Clerk to note as an item for the January meeting.**

## 9. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on the following:

- A letter had been received from the Women's Institute about the Federation's centenary in 2020 and asking for approval to plant a tree in Norley and a suggestion about the type and location in Norley to mark this event. After discussion the PC suggested an oak tree, ideally in a central location in the village.

**Action – Clerk to send a letter of thanks with the PC's suggestions and asking to be notified of the decided location in the village.**

- A letter had been received from a resident about the process of the PC's consideration of planning applications. The PC had received and noted the letter and agreed that as well as recording the PC's comments in a table on the website, any applications that are considered between meetings should also be recorded in the minutes at the next meeting.

**Action – Clerk to respond to the resident about the review of the process for considering planning applications outside of meetings.**

The following correspondence had been received and noted since the October meeting:

- From CW&C – Balancing the Budget Consultation 2018-2021
- From Chalc – Planning Information – 30<sup>th</sup> January 2018 6.30-9.00 pm in Chester – Councillor Wild to attend.

## 10. FINANCIAL MATTERS

The Clerk reported on the following:

- The Clerk confirmed that she had made an on-line tax payment of £133.60 to HMRC on 16<sup>th</sup> October 2017 for the July to September 2017 salary payments.

The following cheques were approved for signature:

- Purchase of memory stick by Councillor J Wild for Norley Photos for the website - £13.99
- Open Spaces Society Membership - £45.00
- Payroll up to 30<sup>th</sup> September - £96.00 – Rose Rowland & Co
- Printer Cartridge – Clerk's Printer - £47.37 and reimbursement of payment to 1&1 for the website domain - £71.86, totalling £119.23 – Mrs G Hawthornthwaite

### Consideration of the 2018/2019 Budget

After discussion about the fixed and discretionary items of expenditure, it was agreed that the Clerk should provide a list of items to be circulated to all PC members before the January meeting.

**Action – Clerk to circulate a draft 2018/19 budget listing the fixed and discretionary items of expenditure.**

## 11. ANY OTHER BUSINESS

The following items were reported:

- Councillor Crawford asked about the progress of seeking funding towards a Speed Indicator Device from Partners/Dane Housing.

**Action – The Clerk to follow up with Partners/Dane Housing.**

- Councillor Sturt mentioned that a mobile Speed Indicator Device could be borrowed from Frodsham Town Council.
- There was a question from a member of the public about the black and white direction signs and how they could be improved to maintain the heritage of the village.

**Action – Councillor O'Connor to follow up with Alvanley Parish Council**

Councillor O'Connor suggested that details about the proposed and ongoing highway improvements in the village should be included as an appendix to the minutes and also in the Norley News.

**Action – Councillor O'Connor to follow up.**

- Councillor O'Connor reported on notification of a Tree Preservation Order (TPO) on Norley Bank Wood. After discussion, the PC agreed to support this application.

**Action – Councillor O'Connor to notify CW&C Planning of the PC's support.**

**12. DATE OF NEXT MEETING**

The date of the next meeting is to be held on **Monday 8<sup>th</sup> January 2018 at 7.00 pm** to be held at **Norley Methodist Church.**

The meeting closed at 8.25 pm