

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY
2nd SEPTEMBER 2020 AT 7.00 PM**

PRESENT AT THE MEETING BY VIDEO LINK

Councillors: Deryn O'Connor (Chair), Sally Cornelissen, Ann Crawford, Tony Duff, Ken Fayle, Terry Harvey and Jon Wild

Councillor Charles Fifield – Ward Councillor – Cheshire West and Chester Council

Gaynor Hawthornthwaite (Clerk)

There was one member of the public in attendance.

1. APOLOGIES FOR ABSENCE

Apologies were received from Ward Councillors Gillian Edwards and Paul Williams and Ian Stockton from Norley Parish Council.

2. DECLARATIONS OF INTERESTS

There were no interests declared.

3. PUBLIC SPEAKING TIME/OPEN FORUM

The member of the public was welcomed to the meeting.

There was a question about the cutting back of the overgrown hedge on the footpath on Norley Road.

The PC confirmed that they are in the process of following this up with CW&C.

4. APPROVAL OF MINUTES OF THE MEETING HELD ON 27TH JULY 2020

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

5. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 27TH JULY 2020

- Councillor O'Connor will continue to follow up the completion of an application for grant funding for the Speed Indicator Devices from the Police and Crime Commissioner when the application process is available again.

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

- Councillor Edwards is continuing to follow up the legacy money and the promised funding for a £1,000 donation for the village from Partner Construction. The PC are awaiting the cheque from Partner Construction.

Action – Clerk to update Councillor Edwards when the cheque is received.

- Councillor Fifield is continuing to follow up the possibility of having bylaws for wild swimming at Hatchmere due to concerns about the behaviour of users and parking in the area. A response is awaited from Cheshire Wildlife Trust who have been liaising with Cheshire Police.

Action - Cllr Fifield to continue to follow up.

- The PC have continued to follow up the ownership of the unadopted land where Japanese Knotweed is encroaching on a residential property at West View Road. As West View it not an adopted highway it has not been possible to follow up the ownership with CW&C as they only have information on land which is either owned by the Council or is an Adopted Highway. As the area does not relate to a specific postcode and is 'unregistered', it has not been possible to follow up the ownership on the land with the Land Registry. As the area needs to be sprayed in September, it was agreed that the PC would follow this up with the Norley Wildlife Group or a subcontractor.

Action – Councillor O'Connor to follow up with the Wildlife Group/Sub-Contractor.

- **Signs to the Stores**

Following the submission of the PC's application for licences for the siting of the two fingerpost direction signs to The Stores on the highway, the response from CW&C

Highways is that they would not sign individual shops from the adopted highway and that

this type of arrangement would have to be installed on private land which may require planning permission.

Action – No further action at this time as there is a possibility The Norley Stores may move location in the village.

- The results of the 2019 Norley Housing Needs Survey and comparison reports have now been published on the Norley PC website and notices have been put on the noticeboards. There will also be an article in the September Norley News directing people to the report on the PC website.

- **Noticeboard Repair**

The noticeboard on Blakemere Lane by the Chinese Restaurant is to be repaired once the clear Perspex has been received. Mike North, Rock Graphics is to assess the state of repair and costs of replacing the other 2 noticeboards at the Village Hall and by the Tigers Head. If the other 2 noticeboards are beyond repair and it is cost effective to replace them, then the PC agreed in principle that they should be replaced.

- **Norley Sign**

The PC are going to follow up the type of plaque that is in the Wildlife Garden following conversations with Mr Hough's family about the type of plaque they would like to be placed alongside the Norley sign.

The PC are also going to arrange for bulbs to be planted on the verge where the sign is so that there could be colour throughout the year.

Action – Councillor O'Connor to continue to follow up with Phil Hough's family.

Action – Councillor Cornelissen and Councillor Crawford will discuss what to plant with Phil Gifford.

- **Defibrillator Cabinet**

Councillor O'Connor is continuing to liaise with North West Ambulance about a suitable defibrillator at the Village Hall.

Action – Councillor O'Connor to continue to follow up with North West Ambulance.

- The PC had followed up the ownership of the land for the siting of one of the speed indicator devices on Blakemere Lane and after checking the land and the site it was found that it was CW&C Highways land not The Forestry Commission.

The PC are awaiting the 6 licences from CW&C. Once they have been received Mike North is to liaise with TWM Traffic regarding the installation of the posts and devices.

Action – Councillor O'Connor to continue to follow up the licences with CW&C.

- Following the enquiry that had been received by CW&C about the re-siting of the rubbish bin opposite The Stores, the PC had confirmed their support for the current location of the bin and Councillor O'Connor had notified CW&C of this.

- Councillor O'Connor had liaised with the Councillor Crawford about the painting of the telephone box.

- Following the PC's approval to fund the cost of the varnish and materials to re-oil and re-varnish Roy Corran's Bench, Councillor O'Connor had notified the volunteers and the Parish Council's thanks for their work was noted.

- Mike North from Rock Graphics has now inspected the 3 black and white fingerpost signs and is going to provide the PC with a quotation for the necessary repairing and repainting of the signs. The PC unanimously agreed in principle to the painting and restoration of the signs, subject to the quotation received.

The PC had obtained a list of the Cheshire railings that are listed in the Neighbourhood Plan and are to follow up the ownership of them. The PC are to continue to monitor the condition of the railings.

Action – Councillor O'Connor to obtain quotation from Rock Graphics for the work on the 3 black and white fingerpost signs.

Action – Councillor O'Connor to forward the list of railings onto the Clerk to follow up the ownership.

- **Roundels – Ashton Road**
CW&C have confirmed that a job has been submitted for the roundels (and removal of the “SLOW” markings) to their contractor. Given covid-19 restrictions and ongoing substantial related works, there is a lining element involved (seasonal works), it is likely to be delayed, but it will be completed when resources are available
- **Fidelity Insurance**
Confirmation of the update to the PC level of fidelity insurance had been received from Zurich Insurance. The level of insurance has now been increased to £100,000 for 2020/21.
- Councillor Wild is to arrange for an article to be included in the October Norley News about the new PCSO for Norley - Deborah Netherton.
- The PC are to arrange for the cage that is around the coronation tree to be removed and Councillor Crawford has agreed to paint a stone, to be placed by the tree. Thanks to Councillor Crawford.

6. **HEDGE CUTTING/FOOTPATHS**

Overgrown hedges were reported on Norley Road, Maddocks Hill, the footpath at the back of the Tigers Head, northern end of School Lane on the eastern side from St John’s church.

The PC are continuing to monitor the overgrown hedges which are encroaching onto footpaths and an article is to be put in the September Norley News reminding people to keep their hedges trimmed back.

Action – Councillor Fifield will send the link to the land registry web site so landowners’ details can be found.

Action – Clerk to follow up the ownership of the hedges on Maddocks Hill and Norley Road.

Councillor Fayle is continuing to follow up the Vegetation that is growing on the private road sign which is not an official CW&C sign, just near to the public footpath along Moss Lane. The public footpath is also overgrown. It was noted that some of the trees in this location may have been cut back and that the gate near to the footpath has been tied shut. Usually there is a clip on the gate.

Action - Councillor Fayle will take some photographs of these issues which will be forwarded to CW&C Highways department and Adele Mayer, CW&C Public Rights of Way Officer.

2020 Footpaths and Bridleways Report

The PC had received the 2020 report on the condition of almost all the footpaths and bridleways in the parish from Bruce Lane, Norley Walking Group.

During the last 2 months the Norley footpaths and Bridleways had been walked again by the Walking Group to erect the footpath and bridleway roundels provided by the Cheshire rangers in response to the 2018 report. This has enabled the First Wednesday Walking Group members to update on the 2018 report. The 28 actions required in the 2018 report have been reduced to 10, all of which are beyond the scope of the walking group to address.

The PC noted that the footpaths and bridleways are, in the main, well maintained and in good condition and agreed to consider how they could assist in addressing the 10 identified action items in the 2020 report.

The PC thanked Bruce Lane for his and all the Norley Walking Group for their work and assistance in compiling the report.

Action – All to consider the 10 identified action items.

Councillor Cornelissen had prepared a report on the Footpaths and Bridleways: The Route to 2026, which need to be registered by the end of 2025, which had been circulated to the PC. It was noted that some of the bridleways were not listed in the 2020 Norley Footpaths and Bridleways Report. Councillor Cornelissen agreed to follow this up with Bruce Lane.

Action – Councillor Cornelissen to follow up with Bruce Lane.

7. **NORLEY SIGN – WILD ENGLISH DAFFODILS**

A proposal from the Chair of the Wildlife Group about planting some native wild English daffodils

on the verge where the sign is, was supported by the PC. It was agreed that Councillor Cornelissen should liaise with Phil Gifford about the planting of bulbs so that there could be colour throughout the year. The PC unanimously agreed to provide funding towards the bulbs.

8. BOLLARDS AT THE TOP OF MARSH LANE

Councillor O'Connor had met with Steve Bentley from CW&C Highways to discuss the possible siting of bollards on the verge near to the top of Marsh Lane which is not protected by a kerb. Four black and white bollards seem to be a good compromise and reasonably priced. Councillor Gillian Edwards has also offered to assist with funding from her members budget towards the bollards.

It was unanimously agreed that the PC should contribute £150-£200 towards the cost of the bollards.

Action – Councillor O'Connor to inform Steven Bentley that the PC approved the expenditure.

9. PLANNING

The following applications had been received since the 27th July 2020 meeting:

Applications

- **20/02520/FUL** - Moss Cottage Breech Moss Lane Norley Frodsham WA6 8LR; Single storey rear extension – There were no PC comments.
- **20/02521/FUL** - Woodstock Gazebank Norley: Amendments to 20/00886/FUL around log burner (2 x tall windows) first floor en-suite windows and alteration to ground floor side elevation windows around log burner (2 x tall windows) - There were no PC comments.
- **Appeal - Haulage Yard High Street Norley 20/00659/FUL APP/A0665/W** - Land At High Street, Norley, Frodsham – Erection of steel portal framed commercial building and change of use of land.

Action - The PC to draft and circulate a response and send to the Clerk to submit to the Planning Inspectorate before 21st September.

10. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on the following which had been circulated to the PC:

From John Edwards - An update on actions, proposals, and way forward regarding the Delamere and Oakmere Neighbourhood Plan.

The following circulars from CW&C:

- New Council app makes reporting repairs and maintenance easier
- Home to School Transport comms to Town & Parish Councils
- Homeowners to see savings available under new Green Homes Grant scheme
- Let us support our businesses safely
- Active Waterways guided walks with Canal & River Trust
- Digital Engagement Survey
- Active travel encouraged as part of return to school plans
- Play your part and keep caring for our bin collection crews
- Supporting people with neuromuscular conditions during the pandemic
- West Cheshire set to benefit from Climate Emergency Fund
- Museums and Record Office to reopen with strict measures to keep visitors safe
- Providing activity packs for people with sensory loss
- Free Cycle Training
- Community Champions - The Council is bringing together a network of community champions so they can play their part to keep communities safe, share important information and advice with residents and report any feedback they may have. This network will help build on the coordinated community response in west Cheshire since the start of the pandemic. Community champions can be anyone who has strong links

with their local community and could share important information and advice about the pandemic, this includes Ward / Town / Parish Councillors.

Police & Crime Commissioner and Chief Constable Stakeholder Bulletin - 28 August 2020

Chalc Bulletin.

11. FINANCIAL MATTERS

Review Current Financial Position

The PC balance on the current account as at 1st July 2020 was £59219.12 and the balance on the Business Reserve Account at 30th June 2020 was £6261.60.

The following cheques were approved and are to be signed outside of the meeting:

- Monthly Zoom Subscription for July - £14.39 – Mr K Fyale
- Work on re-design of the PC Website – Rabbit - £87.50 (Invoice number 2918: £52.50 and invoice number: 2932 - £35.00)
- Amendment to the Clerk's Salary and backdated Payment to April 2020 – 2020/21 Pay Settlement – £34.00 + £9.60 August Clerk's Salary (Standing Order for the change in the Clerk's salary – April 2020 not yet amended by the bank) = Totalling £43.60

Amendment to Clerk's Salary

Following the information that had been received from Chalc about The National Joint Council for Local Government Services (NJC) new pay scales for 2020-21 to be implemented from 1 April 2020, it was noted that the Clerk's salary that was agreed at the May 2020 meeting (Point 25 (2018-2019 Pay Scales) is now Point 17 on the new scales (i.e. £12.73 per hour).

It was agreed that a letter should be sent to the bank with the new monthly standing order payment for the Clerk's salary of £264.60 (20 hours per month x £12.73 per hour = £254.60 + £10.00 Working from Home Allowance = **£264.60 per month**)

Consideration of PC contribution towards the project for the possible relocation of Norley Stores

After considering the benefits that a new shop in a different location would have as a community village asset and the importance the shop is to the village, the PC supported in principle the proposal for a new shop in a different location, possibly on Village Hall land. It was unanimously agreed that the PC should contribute £5000 towards the potential costs of the project. *(Councillor Wild abstained from voting on the proposal).*

Once a Committee has been set up for the project, it was agreed that a representative of the Parish Council should sit on the Committee.

Action – Councillor Wild to follow up any grants and funding that may be available for the project.

12. ANY OTHER BUSINESS

The following were reported:

Councillor Crawford

Following the details about the England Tree Strategy Consultation that had been received from Phil Gifford, Chair of Norley Wildlife Group, the PC suggested arranging a public meeting with other local parishes and Delamere Forestry Commission to find out about their tree planting programme and plans for protecting and improving woodlands.

It was noted that Phil Gifford will respond to the England Tree Strategy Consultation as NWG Chair. Any comments to be forwarded on to Phil Gifford.

Councillor Fifield mentioned the funding that maybe available for community projects from the 3

borough councillors combined budget.

To help promote cycling within the community, the PC are to follow up with the primary school, the possibility of having a bike shelter at the school, as funding maybe available for this.

Action – Councillor O’Connor to follow up with the Primary School.

There was a question from a member of the public about the progress of the speed indicator devices. The PC confirmed that they have continued to follow up the licences from CW&C and a response is awaited.

Action – Councillor O’Connor to forward the latest communications to Councillor Fifield to follow up with CW&C due to the delay in the PC receiving the licences.

13. DATE OF NEXT MEETING

The date of the next meeting is **Tuesday 13th October** meeting. The PC agreed that if the Village Hall is available, then a socially distanced physical meeting should be arranged.

Action – Clerk to check availability of the Village Hall.

The meeting closed at 8.30 pm