

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON TUESDAY  
13<sup>th</sup> OCTOBER 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, Ian Stockton and Jon Wild

Councillor Paul Williams – Ward Councillor – Cheshire West and Chester Council

Gaynor Hawthornthwaite (Clerk)

There were two members of the public in attendance.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Ward Councillors Gillian Edwards and Charles Fifield.

**2. DECLARATIONS OF INTERESTS**

There were no interests declared.

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

The members of the public were welcomed to the meeting.

There was a question about an additional fastening on the noticeboard at Hatchmere and an enquiry about the cutting back of the overgrown hedge on the footpath on Norley Road.

The PC confirmed that the overgrown hedge and the additional fastening on the noticeboard have both been followed up.

**4. APPROVAL OF MINUTES OF THE MEETING HELD ON 2<sup>ND</sup> SEPTEMBER 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 2<sup>ND</sup> SEPTEMBER 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. This is ongoing.

**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. This is ongoing.

**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. This is ongoing.

**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. Once a response has been received from CW&C about the legality of the land, the PC will then follow up the arrangements for spraying the weed.

**Action – Councillor O'Connor to continue to follow up with Roger Goulding and Clerk to check whether the PC has insurance cover for Japanese knotweed.**

- **Noticeboard Repair**

The noticeboard on Blakemere Lane by the Chinese Restaurant has now been repaired. Mike North, Rock Graphics has assessed the state of repair and costs of the other two noticeboards. The one at the village hall has a lot of internal weather damage. The cost of a replacement UPVC structure would be £1070 and should last a long time with minimal maintenance. The PC agreed that the Village Hall noticeboard is replaced, in white. They would like the current lettering 'Norley Community Noticeboard' at the top

of a new one. Also to check if the 'Norley Tree' could be added to the heading. The noticeboard by the Tigers Head does have some soft wood and does not open very well. The cost of repair and replacement locks would be approximately £360.00.

Before making a decision on the replacement noticeboard for the Tigers Head, the PC are to check what other colours of noticeboards are available. To follow up with the Tigers Head and Marston's Brewery about the colour they would like by the Tigers Head. Once this has been agreed, the PC are to seek funding from the Members' budget towards the cost.

**Action – Councillor O'Connor to follow up the colours and costs of different types of noticeboards with Mike North. Clerk to liaise with the Tigers Head and Marston's Brewery about the Noticeboard outside the Tigers Head.**

- **Norley Sign**

An example of the proposed sign to be placed alongside the Norley sign, which had been agreed by Phil Hough's family, had been circulated to the PC. The PC are liaising with Peter Hill about the construction of a wooden stand for the plaque. The cost of the sign and the stand for it were approved by the PC.

The bulbs have now been planted on the grass verge and Councillor Cornelissen has liaised with Phil Gifford about the plants for the base of the sign.

**Action – Councillor O'Connor to continue to liaise with Phil Hough's family, order the plaque and liaise with Dr Peter Hills about the stand.**

- **Defibrillator Cabinet**

Councillor O'Connor has ordered the defibrillator for the Village Hall and is due to arrive on 14<sup>th</sup> October.

**Action – Councillor O'Connor to continue to liaise with the electrician, Ben Turner, about the installation of the defibrillator.**

- The PC have now received the 6 licences from CW&C for the speed indicator devices. The clerk has written to the utility companies to seek their written approval of the location of the devices. Once this has been received, the PC are required to give CW&C 21 days' notice of the installation of the posts.

- A quotation has been received from Rock Graphics for the necessary repairing and repainting of the 3 black and white fingerpost signs which has now been approved by the PC.

The PC are to continue to monitor the condition of the Cheshire railings and follow up with Fiona Dunning about any funding that maybe available to assist with the repair and repainting of the railings.

**Action – Clerk to follow up with Fiona Dunning, CW&C.**

- **Roundels – Ashton Road**

The roundels (and removal of the "SLOW" markings) on Ashton Road has now been completed.

- Councillor Wild reported that he had tried to contact the new PCSO Deborah Netherton, so that he could arrange for an article to be included in the Norley News about the new PCSO for Norley, but had some difficulty in trying to find a contact number via the 101 number.

**Action – Councillor Wild to send details to Councillor Williams who will follow up with the Police and Crime Commissioner.**

- The PC is 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.

- **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 – The PC comments were submitted to the Planning Inspectorate.

- A letter has been sent to the bank about the amendment to the Clerk's salary, following

the NJC new pay scales for 2020-21, but the standing order has not yet been amended. The PC are to continue to follow this up with the bank.

- A draft proposal for a new village shop, in a different location, is currently being prepared. Councillor Wild is continuing to follow up grants and funding that may be available for the project. Councillor Wild explained that a planning application for the proposed new Stores is being prepared and approach to CW&C for pre planning advice will be made. If the PC makes the application this will be at a reduced rate. The Councillors agreed that this was appropriate.

**Action – Councillor Wild to follow up potential funding streams with Fiona Dunning, CW&C.**

- Councillor O'Connor had followed up with the primary school, the possibility of having a bike shelter at the school. The primary school is in the process of completing an application for funding from the members' budget for this.

#### **6. HEDGE CUTTING/FOOTPATHS**

The PC are continuing to monitor the overgrown hedges which are encroaching onto pavements and footpaths and the Parish Clerk is writing to landowners and householders informing them of the necessity to cut the hedges that are causing an obstruction. There remain several houses that have hedges, which have grown out from the house boundary and encroach onto the pavement and footpaths. These make it difficult for pedestrians, pushchairs, and wheelchair users to pass by.

Any other reports of overgrown hedges to be forwarded on to the Clerk to follow up.

Councillor Fayle reported that the Vegetation that was growing on the private road sign and public footpath on Moss Lane does not now need to be reported.

**Action – Clerk to follow up the cutting back of the vegetation on the footpath on Maddocks Hill. 2020 Footpaths and Bridleways Report**

Councillor Cornelissen is liaising with Bruce Lane from the Walking Group about the bridleways which were not listed in the 2020 Norley Footpaths and Bridleways Report.

Councillor Cornelissen is also going to assist in addressing the 10 identified action items in the 2020 Footpaths and Bridleways Report and will follow up some of the issues with Adele Meyer, the Public Rights of Way Officer from CW&C.

**Action – Councillor Cornelissen to follow up with Adele Meyer.**

#### **7. Village Hall Noticeboards**

This was discussed under Matters Arising – see above.

**Action – Councillor O'Connor to follow up the costs of different types of noticeboards with Mike North and Clerk to liaise with the Tigers Head and Marston's Brewery about the Noticeboard outside the Tigers Head.**

#### **8. Poppy Wreath**

St John's Church have confirmed that in the current Covid-19 restrictions, they will be recording a special service for Remembrance Sunday, which will be available on the church website on the day and will also be advertised on the various websites and Facebook pages.

The PC agreed that they should purchase a poppy wreath and then follow up with Minister Hilary Merrington, St John's Church about the arrangements for laying the wreath at the church

**Action – Clerk to arrange to purchase the poppy wreath on behalf of the PC.**

#### **9. Hondslough Lane Hatchmere**

Following the email that had been received from a resident relating to Hondslough Lane, Hatchmere, Councillor Paul Williams is to follow this up. An individual has stated they were applying to CW&C to have Hondslough Lane made into a Public Right of Way. Councillor O'Connor said she would contact the resident who emailed about the issue and visit the Lane.

**Action – Councillor Williams to progress on behalf of the ward Councillors. Councillor O'Connor to visit Hondslough Lane and contact the resident sending the email.**

## 10. PLANNING

The following applications had been received since the 2<sup>nd</sup> September 2020 meeting:

### Applications

- **20/03294/FUL** - Park View House Burgess Lane Northwich Cheshire WA6 8PA: Demolition of front porch, erection of new storm porch and single storey extension to rear – Comments to be sent to the Clerk by 21<sup>st</sup> October.
- **20/03235/FUL** - Barn At Low Farm Post Office Lane Norley Northwich Cheshire: Conversion of agricultural building to two dwellings, addition of detached garage and new access on to School Lane – **The PC to draft and circulate a response and send to the Clerk to submit to CW&C Planning before 19<sup>th</sup> October.**
- APP/A0665/W/20/3259072 - 17/05154/FUL Land adjacent Crown Inn Store, Fingerpost Lane – This appeal relates to CW&C refusal to the application for construction of detached dwelling and detached garage, with associated access and parking provision – comments to be sent to the Clerk by 10<sup>th</sup> November

## 11. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on the following:

- **Change of May 2021 meeting date** - The PC agreed that the date for the May 2021 meeting should be changed from Wednesday 19<sup>th</sup> May to the following week - **Wednesday 26<sup>th</sup> May.**  
**Action – clerk to amend the details on the PC website and noticeboards.**
- An email had been received from a resident relating to their concerns about the safety of users on Norley Lane.  
The PC discussed these concerns and agreed that the issue of the poor road surface should be followed up with CW&C Highways and that a site meeting should also be requested, so that any possible traffic calming measures could be discussed.  
**Action – Clerk to follow up with CW&C Highways and inform the residents of the actions taken.**
- **Speed limit on School Lane, Norley**  
Following an email that had been received from a resident relating to the speed limit on School Lane, the PC revisited this issue again. Councillor O'Connor reported that the reason why it was pended until 2021, was that CW&C Highways informed the PC that it is highly unlikely they will be able to progress it until the financial year 2021/22. It was agreed to follow up with CW&C Highways to see if the implementation date could be brought forward.  
**Action – Clerk to follow up with CW&C Highways. Resident to be informed of PC action.**
- An update on the neighbourhood plan activity in Delamere and Oakmere from John Edwards – the actions, proposals, and way forward regarding the Delamere and Oakmere Neighbourhood is now on hold due to the Covid-19 restrictions.

The following circulars from CW&C:

- Cheshire West's COVID-19 infection rate doubles
- Appeal to find forever homes for sibling groups during National Adoption Week
- New COVID-19 Local Testing Sites to open in the borough
- How residents can reduce Cheshire West's rising COVID-19 infection rate
- Chester's inner ring-road is going clockwise
- The Tiger Who Came to Tea exhibition to visit The Grosvenor Museum this Christmas
- New payment for low earners who are self-isolating
- Attractive financial offer for owners of empty flats and homes
- Cheshire West's weekly COVID-19 infection rate continues to rise steadily
- Countdown to Christmas

- Help to scrutinise the impact the pandemic has had on Cheshire West's economy and on post-18 education, training/employment opportunities
- Pupils encouraged to get cycling during Bike to School Week
- Residents urged to download the new COVID-19 app
- Schools and families work together to successfully welcome back pupils during the autumn term
- Become a Community Champion
- Council seeks views on support for families of disabled children
- A big thank you for playing your part during Recycle Week
- Pavement Parking – Consultation
- Increase in COVID cases among the under 35s
- Council supporting schools reporting confirmed COVID cases
- Play your part to protect our community by following new COVID laws
- Let people with symptoms get tested first
- Cultural Recovery Fund support for Cheshire West and Chester Cultural Services from Arts Council England

Chalc

- Bulletins
- Details about the programme of additional sessions with the Leader and Chief Executive of CW&C following recent Covid update.
- Virtual ChALC Annual Meeting 2020 – 19<sup>th</sup> November at 7 pm

## 12. FINANCIAL MATTERS

### Review of 2020/21 Budget and current financial position

The PC reviewed the 2020/21 budget and received and noted that the PC balance on the current account as at 1<sup>st</sup> October 2020 was £55609.04 and the balance on the Business Reserve Account at 30<sup>th</sup> September 2020 was £6261.76.

The Clerk reported on a request that had been received from CW&C relating to CIL money that had been received from CW&C. The Clerk is to check the PC financial records and respond to CW&C accordingly.

**Action – Clerk to follow up the CIL request and respond to CW&C**

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

- Repair of Notice Board at Hatchmere - Rock Graphics - £348.00
- Display Boards for Norley Wildlife Group - £65.50 – Dr P Hills
- Reimbursement – Payment of 2 Land Registry Searches £6.00 + £1.15 postage and the difference in salary payments for September and October - £6.80 x 2 = £13.60, which totals £20.75.
- Reimbursement – Councillor O'Connor – Payment of defibrillator for the Village Hall - £558.00
- Monthly Zoom Subscription for October - £14.39 – Mr K Fayle

## 13. ANY OTHER BUSINESS

The following were reported:

- Councillor Wild had contacted Deborah Netherton about arranging for an article to be included in the Norley News. The dates of the next PCSO surgeries are to be included in the Norley News.
- Councillor Harvey mentioned the loud noises that could be heard in the Blakemere Lane area early in the morning. Councillor Harvey is to follow up whether the noise is coming from the building site on Blakemere Lane.

- Councillor O'Connor reported that the volunteers are continuing to assist residents in the village who require help with shopping. The number of people requesting assistance will probably increase due to the increase in numbers of COVID-19 cases.
- Councillor Williams referred to the funding that maybe available for community projects from the 3-borough councillors combined budget.

**14. DATE OF NEXT MEETING**

The date of the next zoom meeting is **Wednesday 18<sup>th</sup> November at 7.00 pm**

The meeting closed at 8.30 pm