

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY  
18<sup>th</sup> NOVEMBER 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 Charles Fifield – Ward Councillor – Cheshire West and Chester Council  
Councillor Gillian Edwards – Ward Councillor – Cheshire West and Chester Council

Mr Roger Goulding – Team Leader (Green Infrastructure) - Cheshire West and Chester Council (for part of the meeting)

Mrs Hilary Wilson – Secretary to the Norley Hill Top Play Area Management Committee

Gaynor Hawthornthwaite (Clerk)

There were two members of the public in attendance.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Ward Councillor Paul Williams.

**2. DECLARATIONS OF INTERESTS**

Councillor Cornelissen declared an interest in application number 20/04010/FUL as she knows the applicants.

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

The members of the public were welcomed to the meeting.

Prior to the meeting, the Parish Council had received details from a resident relating to an issue of inconsiderate and potentially dangerous parking and obstruction on Ashton Road/Delamere Forest at the weekends.

The members of the public, who were in attendance at the meeting, provided further details about this issue. Correspondence and photographs about the parking had been sent to CW&C Highways, the Forestry Commission, local MP Mike Amesbury, and local CW&C councillors as well as Norley Parish Council.

From the information that had been provided the PC thought that it would appear, that although car parks are available in the forest, car users do not wish to pay the charges and want to park for free. Cars are being parked on the pavement in Ashton Road and not leaving any spaces between the cars so no gaps to go into if someone overtaking meets a car coming the other way.

It was agreed that the details and photographs of the parking problems should be forwarded on to Steven Bentley, CW&C Highways and PCSO Deborah Netherton for their advice as the situation seems to be getting worse over the weekends.

Councillor Fifield agreed to follow up with DEFRA the possibility of opening the Hatchmere car park, which is currently closed, as they own the land

**Action – Councillor O'Connor to forward the details on to Steve Bentley and PCSO Deborah Netherton and Councillor FiField to follow up the Hatchmere car park with DEFRA.**

**4. APPROVAL OF MINUTES OF THE MEETING HELD ON 23<sup>rd</sup> OCTOBER 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 23<sup>rd</sup> OCTOBER 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 are awaiting a response from CW&C about 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. The PC had checked the PC insurance cover for Japanese Knotweed, and it is not included in the policy.

**Action – Councillor O’Connor to continue to follow up with Roger Goulding.**

- **Norley Sign**

Now that the design of the sign has been agreed, Councillor O’Connor has asked Peter Hills to make a start on constructing the wooden stand for the plaque, that is to be placed alongside the Norley Sign. This expenditure was approved by the PC.

- **Defibrillator Cabinet**

Councillor O’Connor is liaising with the electrician, Ben Turner, about an installation date.

- **Cheshire Railings**

The Clerk is continuing to follow up funding that maybe available to assist with the repair and repainting of the Cheshire Railings.

**Action – Clerk to continue to follow up with Fiona Dunning, CW&C and Councillor Cornelissen to follow up with the landowners.**

- **Poppy Wreath**

As part of the special service that was recorded for Remembrance Sunday and streamed on Sunday 8<sup>th</sup> November, Councillor O’Connor had laid a wreath at St John’s Church on behalf of the PC.

- Following the last meeting, the PC had submitted comments relating to planning application number: 20/03235/FUL - Barn At Low Farm Post Office Lane Norley Northwich Cheshire and planning application number: APP/A0665/W/20/3259072 - 17/05154/FUL Land adjacent Crown Inn Store, Fingerpost Lane.

- The website and noticeboards have now been updated with the change of date for the May 2021 meeting – to **Wednesday 26th May**.

- **Hondslough Lane Hatchmere**

Following the last PC meeting Councillor O’Connor contacted the resident following their enquiry relating to Hondslough Lane, Hatchmere.

CW&C have confirmed that an application to have a public right of way recorded over Hondslough Lane has not been received. Details about the process had been sent to the PC. Since there is no application, there is no action required from the PC at this time.

- **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 clerk had contacted CW&C Highways to see if the implementation date could be brought forward. The response was that in view of the national lockdown the implementation date is currently on hold. The situation is to be reviewed in December.

- **Norley Lane**

Following the email that had been received from two residents relating to their concerns about the safety of users on Norley Lane and the issue of the poor road surface, the Clerk is continuing to follow this up with CW&C Highways. CW&C Highways had confirmed that in the current Covid restrictions, they are limiting the number of site meetings. Regarding the traffic calming and road safety issues, CW&C Highways confirmed that unless it was

funded externally, there is currently no scope for any such schemes.

**Action – Clerk to follow up with CW&C Highways and inform the residents of the actions taken.**

- Work is progressing on a draft proposal and the planning application for a new village shop, in a different location. Councillor Wild is continuing to follow up grants and funding that may be available for the project with the ward councillors.

It was noted that Chalc can provide guidance about funding and the process of making applications.

## **6. COMMUNITY INFRASTRUCTURE LEVY**

Following the Community Infrastructure Levy (CIL) Parish Report, the CIL payment of £568.75 that was made to Norley Parish Council on 18th October 2019, the PC considered and noted what the neighbourhood portion of CIL could be spent on, which is:

- the provision, improvement, replacement, operation, or maintenance of infrastructure; or
- anything else that is concerned with addressing the demands that development places on an area.

## **7. UPDATE ON THE PLAYGROUND – HILARY WILSON**

Hilary Wilson, the Secretary to the Norley Hill Top Play Area Management Committee had provided the PC with an annual report on the costs and funding of the play area prior to the PC meeting. Hilary thanked the Parish Council for their continued support in covering the mandatory costs of £1,000 per annum self-insurance to JNCOT and for the five inspections which are arranged each year and which have taken place this year as normal in spite of COVID restrictions and the enforced closure of the playground from 23<sup>rd</sup> March to 4<sup>th</sup> July. Hilary also thanked the CW&C Councillors who awarded a grant of £600 to upgrade the seating in the landscaped area behind the playground. COVID circumstances have delayed this scheme, although the new seats have been chosen; it is hoped that progress can be made on completing this next spring, pandemic permitting.

Fund-raising opportunities have been limited this year, although a successful Quiz Evening was held last November - a joint effort with the Village Hall Committee at which a profit of £1,258 was made and shared equally.

There have been some repairs over the year: replacement of cracked pod seats on the infant swings and new panels on the close boarded fence on the Breech Moss side, some having been broken by children climbing on them. Clearing excessive moss growth is an ongoing expense and the inspections have noted a few other minor problems. Hilary has emailed the Northwich team several times to seek estimates for repairs to these but is awaiting a response. Councillor Edwards agreed to assist in contacting the Northwich Inspection team to try and move this forward

After considering the issues that had been highlighted in the latest inspection and the costs of repair and the fact that the Committee have been unable to fund raise this year, the PC agreed to make a donation of £1500 to cover the cost of the insurance and annual inspection and to donate the 2019/20 CIL Payment of £568.75 to cover the costs of the repairs that had been identified in the 2020 inspection.

Councillor O'Connor thanked Hilary for joining the meeting and for providing the PC with an update on the playground.

**Action – Councillor Edwards to follow up a response from the Northwich Inspection Team.**

## **8. 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.

The vegetation that is growing on the footpaths on Maddocks Hill has been logged with CW&C (enquiry number: SS262303591) as well as the overgrown hedge on the footpath on Norley Road

and the overgrown footpath (enquiry number: SS259683334).

#### **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 and is assisting in addressing the 10 identified action items in the 2020 Footpaths and Bridleways Report. The reinstatement of footpath FP1A as a bridleway and continuation of BR1, is being followed up with Adele Meyer, the Public Rights of Way Officer from CW&C.

**Action – Councillor Cornelissen to continue to follow up.**

#### **9. NORTH WEST AMBULANCE**

Following information that had been received from North West Ambulance about a new initiative within primary and secondary schools, Councillor O'Connor is to mention this at a school governors meeting to check if it is of interest to the primary school.

#### **10. Village Hall Noticeboards**

The PC had followed up the costs of different type of noticeboards. Following consultation with the landlord of the Tigers Head and Marston's Brewery about a replacement, the preferred option would be a black UPVC noticeboard in the current location. The quotation that had been received for a replacement was £320. As this is an item that would benefit the parishioners of Norley, the PC agreed to complete an application for funding from the Members Budget to cover the costs of a replacement.

**Action – Councillor O'Connor to complete a Members Budget Award Scheme application for funding towards a new village noticeboard.**

#### **11. Paint for the Tommy Plaque**

The white paint on the Tommy Plaque in the churchyard has been eroded by the weather. It was agreed that as there are funds remaining in the 'Tommy Fund' the cost of the paint should be met from this. If there are not sufficient funds, the PC would fund.

**Action – Councillor Crawford to follow up.**

#### **12. PLANNING**

The following applications had been received since the 23<sup>rd</sup> October 2020 meeting:

##### **Applications**

- **20/03708/PAA** - The Moss Crabmill Lane Norley Northwich Cheshire WA6 8JN: First floor extension – There were no PC comments.
- **20/03925/FUL** - Greenslade Farm Norley Road Norley Northwich Cheshire WA6 6LH: Demolition of outbuilding and erection of garage and car port - amendment to 20/02246/FUL - comments to be sent to the Clerk by 7<sup>th</sup> December
- **20/04010/FUL** - Crofton Cottage Fingerpost Lane Norley Northwich Cheshire WA6 8LD: Erection of outbuilding to accommodate gym/ office- comments to be sent to the Clerk by 7<sup>th</sup> December

#### **13. CLERK'S REPORT AND CORRESPONDENCE**

The Clerk referred to a report on the ongoing work on Breech Moss that had been received and circulated prior to the PC meeting. Roger Goulding was in attendance to provide a summary of the ongoing work on Breech Moss by Norley Wildlife Group and an update on Cheshire Wildlife Trust advice to restore Breech Moss.

Roger gave a brief outline of the plan, aims and restoration of the site that had been designed to restore Breech Moss in Norley. The site is formerly an ancient peat bog, which was drained sometime in the last fifty years. The site is now covered with mature trees and subject to many issues around unused land including colonisation of invasive species, pollution, and fly tipping. The four aims were referred to which have contributed to the design of the restoration plan. The restoration of the site would include the reduction in tree cover and the holding of rainwater on site (within a bunded area).

The PC asked about the consultation to the immediate neighbours who would be affected by these plans. Roger confirmed that the immediate landowners would be consulted about the draining of the brook at the eastern end of the moss, which would be cleared and inspected regularly to prevent the frequent flooding of the bridleway.

After considering the plans and proposals for funding towards a noticeboard and recycled picnic table, the PC confirmed their support for the restoration plans.

The following circulars had been received:

#### CW&C

- Cheshire West Covid-19 Financial Support for Businesses grant launches
- Council announces how some services will be affected by second lockdown restrictions
- Council Leader outlines support for Clinically Extremely Vulnerable people during lockdown
- Remembrance Sunday update 3 November
- Get creative this Halloween
- November Food Waste Campaign focus

#### Chalc

- Bulletins and training dates

### 14. FINANCIAL MATTERS

#### Review Current Financial Position

The PC balance on the current account on 30<sup>th</sup> October 2020 was £54,580.40 and the balance on the Business Reserve Account on 30<sup>th</sup> September 2020 was £6261.76.

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

- Four Reflective verge marker posts Marsh Lane – CW&C - £250.00 – Invoice Number: 74192507
- Installation of 30/40 roundels on B5152 Delamere Road and Blakemere Lane - £700 – CW&C – Invoice Number: 74192508
- Six Posts for the Speed Indicator Devices – TWM Traffic Control Systems Ltd - £792.00
- Reimbursement Mr K Fayle – Payment of November 2020 Zoom Subscription - £14.39
- Reimbursement Mrs G Hawthornthwaite – Payment of Poppy Wreath £17.00 and container of Push Pins for the Village Noticeboards - £9.99, totalling £26.99
- Reimbursement – Payment for the English wild daffodils and Seeds to be planted at the Memorial garden and in the Wildwood adjacent to St Johns and opposite the Norley sign - £79.20 - Norley Wildlife Group
- Donation to Norley Hilltop Play Area - £1500 - Norley Hilltop Play Area
- Donation of the 2019/20 CIL Payment to Norley Hilltop Play Area - Norley Hilltop Play Area - £568.75

It was noted that the Clerk had made a payment of £146.20 to HMRC on 16<sup>th</sup> October for the tax payment on the Clerk's salary for the 2<sup>nd</sup> quarter.

Councillor O'Connor is continuing to follow up the setting up internet banking for the PC account and the amendment to the standing order for the Clerk's salary, following the NJC new pay scales for 2020-21. For the Clerk's November salary, a payment of £271.40 was made by Nat West, which should have been £264.60.

**Action – Councillor O'Connor to liaise with the bank.**

### 15. ANY OTHER BUSINESS

The following were reported:

- Councillor Harvey asked about the plans for an alternative Covid Testing Site in Frodsham now that the original plan had been abandoned due to flooding.

**Action – Councillor Fifield to follow up with the Frodsham Ward member.**

- Councillor Crawford reported that she had received an enquiry from a resident on Cow Lane about a weight restriction sign at the end of Cow Lane. Currently there is a sign at one end, but not the other and the possibility of adding a 'Toads Crossing' sign at the top end of Cow Lane.

**Action – Clerk to follow up with Steve Bentley.**

- Councillor Wild mentioned that the interior of the Village Hall has now been repainted.
- Councillor O'Connor reported that the maps of the locations of the speed indicator devices have been sent to the utility companies for their approval. The Poles for the devices have now been received.

**16. DATE OF NEXT MEETING**

The date of the next zoom meeting is **Wednesday 6<sup>th</sup> January 2021 at 7 pm**

The meeting closed at 8.50 pm

Signed ..... Date .....