

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY
6th JANUARY 2021 AT 7.00 PM**

PRESENT AT THE MEETING BY VIDEO LINK

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

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

Mr Bob Jones – resident Pytchleys Hollow - (for part of the meeting)

Gaynor Hawthornthwaite (Clerk)

There were two members of the public in attendance.

1. APOLOGIES FOR ABSENCE

Apologies were received from Ward Councillor Paul Williams and Norley Parish Councillors Ann Crawford and Ian Stockton.

2. DECLARATIONS OF INTERESTS

- Councillor O'Connor declared an interest in application number 20/00811/FUL - The Moss Crabmill Lane Norley Northwich Cheshire WA6 8JN as she knows the applicant.
- Councillor Wild declared an interest in any discussions relating to Norley News, as he is a member of the Norley News Team.

3. PUBLIC SPEAKING TIME/OPEN FORUM

The members of the public were welcomed to the meeting.

The footpath on Norley Road was mentioned and how much better it is now that it has been undercut and cleared by CW&C.

4. PYTCHLEYS HOLLOW – BOB JONES

Mr Jones, a resident from Pytchleys Hollow, was in attendance to provide the Parish Council with information relating to issues with large vehicles travelling along Pytchleys Hollow and damaging the banks and vehicles travelling in both directions meeting each other.

Prior to the meeting the PC had received photographs of recent damage that had been caused to the banks by large and wide vehicles travelling along Pytchleys Hollow. Mr Jones reported that it took a lot of effort by residents to remove the mud to leave the road in a clean state again.

Prior to the PC meeting, the PC had followed up Mr Jones' suggestion about the road becoming one way, with CW&C Highways. CW&C response was that they did not support this option but are looking into the possibility of additional signage – i.e., road unsuitable for large vehicles or anything else that maybe suitable. The PC had noted that the houses on the road already have their rubbish and recyclables collected by a small vehicle from CW&C; not the usual size refuse collection vehicles.

After discussing these issues and the response from CW&C Highways, the PC supported the suggestion of Pytchleys Hollow being changed to a one-way road with entry only from the Tigers Head, School Bank, Norley. The entrance to Pytchleys Hollow from the High Street end would then be no entry. This would be very helpful in stopping large vehicles entering the road as most come from the High Street. It would also prevent two vehicles meeting facing each other.

Consideration was also given to the CW&C Highways' view that vehicles may speed up along the road. When balancing all the issues highlighted by Mr Jones and the road safety issues, the PC thought that overall making the road one way would be of more benefit to road safety.

It was agreed that the PC should also request a virtual meeting with CW&C Highways to discuss this further.

Action – Councillor O’Connor to contact Highways to confirm the Parish Council’s support for Pytchleys Hollow to become a one way road

Action – Councillor Edwards suggested a virtual meeting with CW&C Highways to discuss Pytchleys Hollow and she will contact them to arrange.

5. APPROVAL OF MINUTES OF THE MEETING HELD ON 18TH NOVEMBER 2020

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

6. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 18TH NOVEMBER 2020

- Following the last PC meeting, Councillor O’Connor had forwarded on the correspondence and photographs relating to the issue of inconsiderate and potentially dangerous parking and obstruction on Ashton Road/Delamere Forest at the weekends, to Steven Bentley, CW&C Highways and PCSO Deborah Netherton for their advice. The issue is being looked at by all agencies involved to see how this could be moved forward. Councillor Fifield is continuing to liaise with DEFRA regarding the possibility of opening the Hatchmere car park.

Action – Councillor Fifield will update when he has received an update from DEFRA.

- Councillor O’Connor is liaising with PCSO Deborah Netherton about the completion of an application for grant funding for the Speed Indicator Devices from the Police and Crime Commissioner.

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, who are no longer trading. Councillor Edwards is to follow this up further with CW&C Legal Department to find out how this could be progressed.

Action – Councillor Edwards to continue to follow up.

- 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. This is ongoing.

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

- **Norley Sign**

The frame for the plaque, to be placed alongside the Norley sign, is in the process of being constructed by Peter Hills.

- **Defibrillator Cabinet**

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

- **Cheshire Railings**

Following conversations with landowners about the repair and painting of the Cheshire Railings, Councillor Cornelissen reported that some of the landowners had mentioned that many years ago the borough council maintained the railings.

It was agreed that the PC should follow up again with CW&C any funding or grants that maybe available to assist with the restoration and painting of the railings. The possibility of receiving some assistance with the work from the Community Payback Scheme is to be followed up.

Action – Councillor Edwards to follow up the grants/funding with Fiona Dunning, CW&C

Action - Councillor Cornelissen to follow up with the Community Payback Scheme and possible costs for the repair and maintenance of the railings.

- **Hondslough Lane Hatchmere**

See Agenda item number 9.

- **Speed limit on School Lane, Norley**
A response on the implementation date is awaited from CW&C.
- **Norley Lane**
Councillors Edwards and O'Connor attending a virtual meeting last week with a CW&C Senior Traffic Engineer and a Principal Engineer, to look for possible solutions to try and address concerns relating to Norley Lane that had been reported by two residents. At the meeting Norley Lane was viewed on google maps and after much discussion a possible installation of some black and white reflective bollards near to the two properties was suggested. These bollards would have reflective red on the front of them and reflective white on the rear of them so that they could be seen by traffic travelling up and down the hill. Following the meeting Councillor O'Connor contacted the two residents to ascertain their views on this proposal before progressing any further. Highways are also looking at the road signage on the lane and the road markings.
- **Village Hall Noticeboards**
Confirmation had been received that the PC's application for funding from the Members' Budget Award Scheme towards a new village noticeboard near to the Tigers Head had been successful and £384 was received in the PC account on 24th December. Councillor O'Connor thanked the Ward Councillors for the funding.
Action – Clerk to inform Mike North, Rock Graphics, that the two notice boards can be ordered.
- A response had been received from CW&C Highways about the PC's enquiry relating to installing a weight limit restriction sign at the end of Cow Lane and the possibility of adding a 'Toads Crossing' sign at the top end of Cow Lane. CW&C confirmed that they did not support these two requests.
- Responses are awaited from the utility companies about their approval for the locations of the speed indicator devices.
Action – Clerk to continue to follow up those who have not yet fully responded.
- The Norley Hill Top Play Area Management Committee have now received a response to their enquiry relating to estimates for repairs, from the Northwich Inspection Team. Councillor O'Connor thanked Councillor Edwards for following this up.
- The plans for an alternative Covid Testing Site in Frodsham that had been abandoned due to the flooding, which Councillor Harvey asked about at the last PC meeting, has now been superseded by events. Councillor Harvey has also received a response to this enquiry from Mike Amesbury, MP.
- **Hedge Cutting/Footpaths**
Following a report from Bruce Lane and the walking group, Councillor Cornelissen has pursued the main points that the walking group had raised.
A response has been received from Adele Meyer from the CW&C Communities and Environment Department in relation to FP1A, previously BR1. The change in the status of the bridleway was made in 1995 following an application by the landowners to downgrade it to a footpath. An Order was made in 1991 on the basis that the section (FP1A) had been incorrectly shown as a bridleway on the Definitive map in 1959. The Inspector confirmed the Order in 1995, as unfortunately evidence supplied by local riders indicating regular use of the bridleway could not be corroborated. Information had been mainly gleaned from the Norley Inclosure Award of 1780, the Parish Field Survey and OS 1947 and does not appear to support the evidence of use as anything other than a footpath before the Definitive map was published.
There was a public enquiry in the Village Hall in 1995, which was well represented by local walkers, riders and groups but the conclusion was drawn that there was insufficient evidence to reverse the decision.
As it stands, Councillor Cornelissen does not feel that a wholesale change back to a bridleway could be pursued.

A response is awaited from Adele Mayer about retaining a link between BR3 and the point where BR1 turns into FP1A to allow circular access and the footpath signs on the Heath to the path around Hatchmere.

Councillor O'Connor thanked Councillor Cornelissen for following up these issues.

7. SPONSORSHIP OF NORLEY NEWS

The PC considered the benefits of the ten editions of the Norley News that are circulated to the residents of Norley and agreed to donate £500 towards the publication of the News. The PC are considering ways in which they could use the Norley News to communicate with the community. Councillor Wild thanked the PC for the generous support on behalf of the Norley News.

8. NORLEY WILDLIFE GROUP (NWG) WEBSITE

Following a report that had been received from the Chairman of the Norley Wildlife Group prior to the meeting, relating to plans to set up a new website for the group, the PC discussed the report. The PC recognise the valuable purpose of the Norley Wildlife Group website in informing, promoting and engaging with the community. It was noted that NWG are in the process of looking at the options available in setting up a new website, but were looking for funding in the interim towards the maintenance of the current website. The PC agreed to donate £226.18 towards the maintenance of the website.

Councillor Fayle agreed to send some details about costs for hosting a website to Councillor Wild to forward on to the NWG.

9. HONDSLOUGH LANE

Since the last PC meeting, CW&C have confirmed that an electronic copy of an application to have a public right of way recorded over Hondslough Lane has now been received. Once an investigation commences, the PC will be contacted for their views.

Action – Councillor O'Connor to liaise with Councillor Williams

10. NAT WEST BANK

Due to the difficulties in trying to get the standing order for the Clerk's salary changed, which culminated in the bank making an overpayment for the Clerk's November salary, Councillor O'Connor made a formal complaint. This complaint was upheld and a payment of £100 as a goodwill gesture was made to the PC bank account on 16th December 2020.

11. PLANNING

The following applications had been received since the 18th November 2020 meeting:

Applications

- **20/00811/FUL** - The Moss Crabmill Lane Norley Northwich Cheshire WA6 8JN: Single storey rear extension and first floor extensions – There were no PC comments
- **20/04521/FUL** - Haulage Yard High Street Norley Frodsham: Agricultural produce and storage building - comments to be sent to the Clerk by 27th January.

Notification of the following decisions had been received since the 18th November meeting:

Decisions:

- **20/02520/FUL** - Moss Cottage Breech Moss Lane Norley Frodsham WA6 8LR: Single storey rear extension - **Approved**
- **20/02521/FUL** – Woodstock - Woodstock Gazebank Norley Northwich WA6 8LL: Amendments to 20/00886/FUL (Addition of external log burner flue, addition of first floor en-suite windows and alteration to ground floor side elevation windows around log burner (2 x tall windows) - **Approved**
- **20/02246/FUL** - Greenslade Farm Norley Road Norley Northwich Cheshire WA6 6LH: Demolition of outbuilding and erection of garage and car port - **Approved**
- **20/01833/FUL** - Griffin Court Town Farm Lane Norley Northwich WA6 8NG: Front porch, single storey rear extension and loft conversion - **Approved**
- **20/01922/S73** - Townfield House Town Farm Lane Norley Northwich Cheshire WA6 8NH: Removal of condition 2 (agricultural occupancy) from planning permission 4/19839 - **Approved**
- **20/02154/S73** - Greenslade Farm Norley Road Norley Northwich Cheshire WA6 6LH:

Variation of condition 10 (Bat Mitigation) of planning permission 16/03416/FUL - **Approved**

- **20/01769/S73** - Greenslade Farm Norley Road Norley Northwich Cheshire WA6 6LH: Variation of Condition 2 of 16/03416/FUL (To enable the re-alignment of the internal access to safeguard the existing hedgerow in the interests of landscape character and its importance for ecological value) - **Approved**
- **20/01726/S73** - Delamere Forest School Blakemere Lane Norley Frodsham WA6 6NP: Variation of condition 2 (plans) of planning permission 18/01862/REM - **Approved**
- **20/03708/PAA** - The Moss Crabmill Lane Norley Northwich Cheshire WA6 8JN: First floor extension – **Refused**.
- **20/00752/FUL** - Land at Virginia Lodge Moss Lane Crowton Northwich: Excavation of a pond – **Approved**
- **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 - **Approved**

12. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on the following correspondence:

- From Councillor Fifield - Consultation on Climate Emergency plan – Councillor O'Connor agreed to respond to this on behalf of the PC. Councillor FiField thanked the PC for responding to this consultation.

The following circulars had been received:

CW&C

- Cheshire West and Chester celebrates multi-million-pound high street funding success
- Garden waste collections - extended suspension
- Changes to garden waste collections in the new year
- Helping people access food in rural areas
- Borough businesses urged to benefit from Covid grant funding
- Local Connections Fund to reduce social isolation
- Winter Grant Scheme payments launched to support family households and individuals over winter
- More sites offer COVID-19 vaccine in Cheshire West and Chester as roll-out continues
- £100k Get Fishing Fund to benefit new anglers
- Reopening our high streets
- COVID-19 positive residents can get cash support to self-isolate at home
- Help with Covid vaccinations
- New Tier 4 restrictions for Cheshire West and Chester (updated 30 December 2020)
- Cheshire West and Chester Council urges everyone to follow restrictions during lockdown

Chalc

- Bulletins and training dates

Other

- Covid-19 project Survey from Faculty of Medicine University of Southampton
- Police & Crime Commissioner and Chief Constable Stakeholder Bulletin - December 2020

13. FINANCIAL MATTERS

Review Current Financial Position

The PC balance on the current account on 31st December 2020 was £52,492.32 and the balance on the Business Reserve Account on 31st December 2020 was £6261.91.

Approval of the 2021/2022 Budget and the 2021/2022 Precept

The PC considered the fixed and discretionary items of expenditure and the predicted 2020/21 end of year account balance. The PC precept was discussed and agreed that there should be no change in the 2021/22 precept charge and that a precept of **£13,229** should be requested for 2021/22.

Although there had been a build-up of funds in the PC accounts there are a number of outstanding payments and projects to be completed. These include the Speed Indicator Device purchase and installation, School Lane speed limit changes, highways matters on Pytchleys Hollow and Norley Lane, contribution to planning work for a new Stores, restoration of the fingerpost signs etc. It was also agreed that for the next meeting, the projects that had been identified in the Neighbourhood Plan should be re-visited for the purpose of PC financial planning for community projects.

Action – Councillor O’Connor to circulate the document.

Councillor Edwards asked if any requests for grit/litter bins, could be forwarded on to her to follow up. Councillor Edwards is collating a list of the locations of grit bins in the ward.

Action – Clerk to circulate the proposed 2021/22 budget and return the completed precept form to CW&C.

Action – Councillor O’Connor to follow up any community projects that had been identified in the Neighbourhood Plan.

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

- Data Protection Fee 2021 – Information Commissioner - £40.00
- Open Spaces Society Membership Renewal 2021 - £45.00
- Reimbursement Book of First-Class Stamps - £9.12 minus the £6.80 overpayment Clerk’s November Salary totals £2.32 – Mrs G Hawthornthwaite
- Reimbursement Mr K Fayle – Payment of December 2020 Zoom Subscription - £14.39
- A donation towards the publication of the Norley News - £500.00
- A donation towards the maintenance of the Norley Wildlife Group website - £226.18.

The following cheques had been previously approved and signed prior to the meeting:

- Norley Wildlife Group – purchase of bulbs/seeds for planting around the Norley Sign - £63.00
- Kestrel Image Makers – plaque for installation at the Norley Sign - £45.00

14. ANY OTHER BUSINESS

The following were reported:

- Councillor Duff asked whether there was any update on the car parking issues on Blakemere lane and Ashton Road. Councillor O’Connor confirmed that the issue is being looked at by all agencies involved to see how this could be moved forward. A response is awaited. In the meantime, Councillor Edwards and Councillor Cornelissen agreed to follow up with the Forestry Commission whether there were any other options that could be explored.

Action – Councillor Edwards and Cornelissen to follow up with the Forestry Commission Community Relations Team.

- Councillor Wild referred to the sale of the shop and the registration of the shop as a Community Asset, which was completed by the Parish Council two years ago. This means that CW&C must be informed of any potential sale and in turn they must inform the Parish Council of this.
- Councillor O’Connor mentioned that the volunteer Co-ordinator Christine Owen is to put a note on the Norley Facebook page asking that any residents who require any support during the current situation should contact her. An enquiry had been received from a resident about flooding at their property on Beech Moss. Councillor O’Connor has followed this up with Roger Goulding.

15. DATE OF NEXT MEETING

The date of the next zoom meeting is **Thursday 11th February 2021 at 7 pm**

The meeting closed at 8.45 pm