

**MINUTES OF THE ANNUAL MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY 26th MAY 2021
FOLLOWING THE ANNUAL PARISH MEETING**

PRESENT AT THE MEETING: Councillors: Ian Stockton (Vice-Chair in the Chair), Sally Cornelissen, Ann Crawford, Tony Duff, Ken Fayle and Terry Harvey

Councillors Paul Williams and Gillian Edwards – Ward Councillors – Cheshire West and Chester Council

Gaynor Hawthornthwaite (Clerk)

There were two members of the public joined the meeting via video link.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cheshire West and Chester Council - Ward Councillor Charles Fifield and Norley Parish Councillors Deryn O'Connor and Jon Wild.

2. DECLARATIONS OF INTERESTS

There were no interests declared.

3. PUBLIC SPEAKING TIME/OPEN FORUM

A member of the public joined the meeting after Matters Arising, to speak about the application to have a public right of way recorded over Hondslough Lane.

The PC received and noted the comments.

4. ELECTION OF CHAIR/CHAIRMAN

Councillor O'Connor was elected as Chair for 2021/22. This was unanimously agreed. Councillor O'Connor accepted the position of Chair and is to sign the Declaration of Acceptance of Office form.

5. ELECTION OF VICE CHAIRMAN

Councillor Stockton was elected as Vice Chairman for 2021/22. This was unanimously agreed. Councillor Stockton accepted the position of Vice Chairman and is to sign the Declaration of Acceptance of Office form.

6. APPOINTMENT OF REPRESENTATIVES AND OFFICERS

The following were agreed:

- All members of the Council would become members of Planning Committee to review planning applications in between Parish Council Meetings.
- Councillor O'Connor to remain as the Neighbourhood Plan representative
- Councillor Wild to remain as Village Hall representative
- Councillor O'Connor to remain as School Governor at Norley C of E School
- Councillor Fayle to remain as the Data Protection Officer.
- Councillor Harvey to be the Common Land representative

7. REVIEW OF WORKING PRACTICES

The Standing Orders, Financial Regulations and Complaints Procedure had been reviewed and updated and circulated prior to the meeting. These were approved by the Parish Council.

MEETINGS 2021/2022

It was agreed that meetings should take place every month, excluding August and December.

Action – Clerk to circulate suggested dates for 2021/22

8. TO AGREE TIMINGS/LOCATIONS OF MEETINGS

The PC considered possible availability, the size of meeting rooms and wi-fi connection at all the meeting venues in Norley and agreed that for 2021/22 the PC meetings should be held at the NCK Centre, subject to availability.

Action – Clerk to check room availability at the NCK Centre

9. APPROVAL OF MINUTES OF NORLEY PARISH COUNCIL MEETING HELD ON 19th April 2021

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

10. MATTERS ARISING FROM THE MINUTES OF NORLEY PARISH COUNCIL MEETING HELD ON 19th APRIL 2021

- **Broadband – Crabmill Lane**

There has been no resolution to the issues with poor fibre broadband that three properties on Crabmill Lane experience. Joy Rutherford is continuing to follow this up with Connecting Cheshire and Openreach.

- **Parking and Traffic Disruption around Delamere Forest**

The next virtual multi agency meeting to discuss the parking and traffic disruption around Delamere Forest was held on 20th May 2021. Councillor Harvey was unable to attend this meeting. Councillor Edwards and Williams reported attended the meeting and reported that there are ongoing Police patrols in the area and resident parking permits are to be considered on a case-by-case assessment. Representatives of the group are to meet as and when necessary, so that any issues that arise can be addressed.

Councillor Edwards is continuing to follow up the possibility of having additional signage around Delamere Forest.

The Clerk is in the process of organising a date for a multi parish meeting with the Forestry Commission to discuss the parking issues, including the regular closure of the large car park.

Councillor Fifield is continuing to liaise with DEFRA about arranging a meeting to discuss the possibility of opening the Hatchmere car park.

Action – Councillor Fifield to continue to follow up with DEFRA.

Action – Clerk to organise a date for a multi parish meeting (Oakmere and Delamere, Mouldsworth, Kelsall, Manley) and the Forestry Commission.

Action – Councillor Edwards to follow up the possibility of additional signage.

- **Grant Funding – Police and Crime Commissioner**

Councillor O'Connor has continued to follow up the completion of an application for funding towards the Speed Indicator Devices, but the additional information that was required from the PCSO was not received in time and the deadline for applications for grant funding has now closed.

Action – Councillor Williams to follow this up and liaise with Councillor O'Connor

- **Legacy Money – Partner Construction**

Councillor Edwards has continued to follow up with CW&C Legal Department how the promised funding for a £1,000 donation for the village from Partner Construction, could be progressed now that they are no longer trading. Councillor Edwards has contacted Chalc for their advice and has been referred to NALC for their advice.

Action – Councillor Edwards to follow up with NALC.

- **Bylaws - Hatchmere**

Councillor Fifield is continuing to follow up the possibility of having bylaws in relation to Hatchmere Lake due to concerns about the antisocial behaviour of some users. This includes, dog fouling, litter, swimming in the lake and inconsiderate parking in the area. This is ongoing. Councillor Fifield has sent another reminder to CW&C Legal Department.

Action - Cllr Fifield to continue to follow up the responsibility for implementing bylaws with CW&C Legal Department.

- **Japanese Knotweed – Property at West View**

Since the last PC meeting, Roger Goulding, CW&C had visited the developer again on the site on West View Road where building work is taking place. Prior to the PC meeting, Roger reported that it would appear, that they have paid a contractor to do the stem injection of Japanese Knotweed across the site, which will be guaranteed for 10 years. CW&C are to liaise with the developer and Cheshire Wildlife Trust to look at what might need to be done to improve this common land for both wildlife and people (in the autumn and beyond) and will report back to the PC before anything is pursued. CW&C will work with the developer to ensure they finish the edge of their site appropriately in the autumn or winter when the site is nearing completion and works will have minimum

impact.

Roger confirmed that in principle CW&C could go halves with the PC to provide a grant to NWG for any volunteer willing to be trained to undertake Japanese Knotweed stem injection in the future (at Breech Moss and potentially other areas of public or common land in the parish). Phil Gifford is currently looking into the cost of the training.

- **Norley Sign**

The frame for the plaque has now been constructed and is ready to be installed alongside the Norley sign. A response is awaited from Peter Hills about an installation date.

Action – Councillor Cornelissen to follow up the cutting of the grass around the boarder of the sign as some of the wildflowers are starting to encroach onto the sign.

- **Cheshire Railings**

Councillor Cornelissen is following up with the landowners the clearing of the brambles in the fields as quotations cannot be provided for the restoration of the railings until the brambles have been cleared. The landowners are to liaise with the Wildlife Group about the clearing of the brambles.

Action – Councillor Cornelissen to continue to follow up.

- **Speed limit on School Lane, Norley**

The CW&C notice about the informal consultations on reducing the speed limit on School Lane to 30pmh has been issued to residents and this closed on 10th May.

- **Norley Lane**

Councillor Edwards is following up a new meeting date with CW&C Highways to discuss possible solutions to try and address two residents' concerns relating to Norley Lane.

Action – Councillor Edwards has received possible dates for the virtual meeting with CW&C Highways. Date to be confirmed.

- **Village Hall Noticeboards**

Once the parts for the two new Village Noticeboards by the Tigers Head and the Village Hall are received, the noticeboards will be installed.

Councillor Harvey had mentioned to Mike North that the door on the Blakemere Lane noticeboard also needs to be re-aligned so that it can be locked.

- **Speed Indicator Devices**

Four speed indicator devices have now been installed along Finger Post Lane, High Street, School Bank and Delamere Road. The other two devices have been delivered. Following the response from United Utilities about the location of the two other devices, suitable locations are being followed up by the PC. Once approval has been received from United Utilities about the proposed new locations, the PC will then arrange for the installation of the posts on Blakemere Lane and Ashton Road.

Action – Councillor Harvey to follow up suggested locations of the devices on Blakemere Lane and Ashton Road.

- **Footpaths and Bridleways**

There has been no response from Adele Mayer about the bridleway and the footpath enquiries and the direction sign around the heath at Hatchmere.

Action – Councillor Cornelissen to continue to follow up.

- **Flooding – Breech Moss**

Roger Goulding, CW&C had provided an update prior to the meeting. Roger had met with most of the neighbours of the Moss to review the habitat plans for the area and discuss any concerns that they may have. CW&C are still keen to support NWG in their aspiration to restore the moss habitat, but until the culvert (that should be carrying the stream beyond the site) is found, plans for the site cannot be taken any further. A local contractor is due to dig out the end of the stream with the hope of rediscovering the buried culvert in the next 2/3 weeks. Once this has been found, and the water has been tested so that it is safely running away again, arrangements will then be made for a grill

that can go on the end (so NWT volunteers can move any build-up of trash from time to time, or local residents can act themselves to move it to prevent future flooding). The Parish Council are to be kept informed of progress.

The culvert and watercourse are not the responsibility of CW&C, but if a workable solution is put in place that appears to have escalated flooding in recent years, CW&C are prepared to invest a little funding to unlock the habitat enhancement opportunity. If this issue can satisfactorily be resolved, CW&C will arrange to remove minimum trees (in the middle of the Moss) to create the peat bunds in the Autumn and will work with others to put a management plan together for the restoration (and ensure that sufficient money is put aside for any essential maintenance and monitoring of this habitat over the next 30 years).

- **Hondslough Lane**

The PC's response to the application to have a public right of way recorded over Hondslough Lane has been drafted and circulated.

Action – Clerk to submit the final PC response to Adele Meyer when finalised and requested.

- **Pytchleys Hollow**

A new meeting date is to be confirmed with CW&C Highways to discuss Pytchleys Hollow.

Action – Councillor Edwards to confirm the new date for the CW&C Highways meeting.

- Councillor Fifield is continuing to follow up with CW&C Planning Enforcement the report of the building work on the Blakemere building site that is starting before 8.00 am

Action – Councillor Fifield to continue to follow up with CW&C

11. **NORLEY WILDLIFE GROUP REPORT**

The Norley Wildlife Group report had been circulated prior to the meeting.

Following the recommendations in the report, the PC agreed that:

- The Wildlife Group should retain the £79 (donated from the PC towards the daffodils) that was refunded as the daffodils that were sent were not the ones that had been ordered. The PC agreed to make an additional donation of £71 towards the 1000 bulbs that are to be ordered to be planted around the village, making a total donation of £150 from the PC.
- The tree that had fallen on Maddocks Hill should be replaced with a Wych Elm. It was noted that CW&C Highways policy is not to replace such trees unless it is requested by the Parish Council.
- A Wild Service Tree should be planted alongside the Norley sign, sometime next year, to mark the HM's Platinum jubilee year.
- Further information should be provided relating to the fields that could be sown for wildlife and the government scheme that is available to assist with this. Once this information has been provided the PC will then consider whether they would be able to provide any funding towards this.

Action – Clerk to report back to the Wildlife Group.

12. **PLANNING**

The following applications and decision had been received since the April 2021 meeting:

Applications:

- **21/01555/FUL** - Holly Farm School Lane Norley Northwich Cheshire: Two storey extension to front and single storey extension to rear – Comments to be sent to the Clerk before 1st June 2021.
- **21/01271/FUL** - Fieldhead Gallowsclough Lane Norley Northwich WA6 8LJ: Construction of Stabling and associated maintenance facilities for equestrian use – There were no PC comments.

Decision

- **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 - **Approved**

13. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on the following:

From Roger Goulding, CW&C

This year, Cheshire West and Chester Council have been helping a number of parishes plant their own community orchards and community woodlands. This winter a total of 9 hectares were planted.

Roger Goulding, Team Leader (Green Infrastructure) would be interested in talking to any landowners in the parish who may wish to plant significant areas of new woodland (at least a hectare upwards). Grants have potential to cover all the costs of establishing native woodlands and contributing towards their ongoing management. Large scale woodlands also have an ability to attract additional funding in later years for capturing and storing carbon under the Carbon Guarantee Scheme.

For further information can be obtained from Roger Goulding – Email: roger.goulding@cheshirewestandchester.gov.uk, mobile: 07824 537888.

It was agreed that these details should be included in the next Norley News and Norley website.

Action – Clerk to arrange for the details to be included in the next Norley News and on the website.

- Consultation under clause 60 of the High-Speed Rail (West Midlands – Crewe) Act 2021
- The Open Spaces Society's Grant a Green campaign – Councillor Wild to contact Councillor Edwards to follow up.
- Deborah Netherton - Kingsley and Gowy Police Update – April 21

CW&C Circulars

- New crowdfunding initiative the Cheshire West Crowd provides springboard for community projects - Councillor Wild to contact Councillor Edwards to follow up.
- Cheshire West and Chester Council is supporting Mental Health Awareness Week
- Cheshire West and Chester Civic Awards for Design and Conservation 2021

Chalc

- Bulletins and training dates
- Equality and Diversity Connections
- Invite to the launch of the Cheshire West Crowd
- Public Spaces Protection Order - Dog Control Review
- Inclusive Growth in Your Area
- Community Resilience Plans
- DCMS Rural Broadband Consultation - NALC Briefing PC3-21
- MHCLG Electronic Communications Infrastructure Consultation - NALC Briefing PC4-21

14. FINANCIAL MATTERS

- A financial report had been circulated to PC members with the agenda prior to the meeting. The PC account balance on the current account as at 19th April 2021 was £60385.79 and £6261.91 on the Business Reserve account.

The following were approved for payment and cheques were signed:

- Insurance Renewal for 2021/22– Zurich Municipal. The PC noted that if a premium is over £500, then a Long-Term Agreement is available. As the 2021/22 renewal premium was £534.88, the PC supported a long-term agreement.
Action – Clerk to follow up the details of the long-term agreement.
- Reimbursement – May 2021 Zoom Subscription – Mr K Fayle - £14.39
- Invoice - Installation of 6 Speed Indicator Devices – TWM Traffic Control Systems Ltd - £16,983.74. As only 4 of the speed indicator devices have been installed and 2 have been received, but not installed, the PC approved a cheque for £16783.74, which did not include the £200 for the installation costs of the 2 that have not yet been installed.
- Chalc Planning Training 5th May 2021 – Councillor Harvey- £25.00

- Reimbursement – Payment of 12 x First class stamps £10.20, Jiffy Bag (Audit papers) £2.29, Envelopes £5.29, Postage Special Delivery Audit Papers £11.15 – Totalling £28.93 - Mrs G Hawthornthwaite
- Room Hire – PC meeting 26th May – NCK Centre - £25.00

15. ANY OTHER BUSINESS

Councillor Crawford mentioned that a village litter pick (Covid Secure) has been arranged for Saturday 12th June and reported on another accident this week, near to the junction of Cheese Hill Road.

Action – Councillor Edwards is to add the Cheese Hill junction onto the list of highway issues that are to be discussed with CW&C Highways.

16. DATE OF NEXT MEETING

The date of the next meeting is **Monday 14th June at 7.00 pm at the NCK Centre.**

The meeting closed at 8.45 pm