

**MINUTES OF THE ANNUAL MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY 25<sup>th</sup> MAY 2022  
FOLLOWING THE ANNUAL PARISH MEETING**

**PRESENT AT THE MEETING:** Councillors: Deryn O'Connor (Chair), Steve Bakewell, Tony Duff, Ian Stockton and Jon Wild

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

Gaynor Hawthornthwaite (Clerk)

The two members of the public in attendance were welcomed to the meeting.

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cheshire West and Chester Council - Ward Councillor Charles Fifield and Norley Parish Councillors Sally Cornelissen, Ann Crawford Ken Fayle and Terry Harvey

**2. DECLARATIONS OF INTERESTS**

There were no interests declared.

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

A member of the public referred to the potholes around the village, which seem to be getting worse and concerns about speeding traffic. Although not in our Parish, the road surface from Crowton towards Acton Bridge is particularly bad with lots of potholes. Councillor Edwards has previously raised this with CW&C Highways and asked that any photographs of potholes be sent to her as well as the Parish Council.

The PC will continue to report the highways issues in the village, but residents are also encouraged to report any highway issues via the CW&C Highways Portal.

The Community Speed Watch Group are in the process of arranging a Community Speed Management Scheme and training so that they can assist in community speed watch around the village.

The PC and the Ward Councillors were thanked for all their help in reporting and addressing highway issues around the village.

**4. ELECTION OF CHAIR/CHAIRMAN**

Councillor O'Connor was elected as Chair for 2022/23. This was unanimously agreed. Councillor O'Connor accepted the position of Chair and signed the Declaration of Acceptance of Office form.

**5. ELECTION OF VICE CHAIRMAN**

Councillor Stockton was elected as Vice Chairman for 2022/23. This was unanimously agreed. Councillor Stockton accepted the position of Vice Chairman and signed 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 were approved by the Parish Council at the 27<sup>th</sup> April 2022 PC meeting.

**8 APPROVAL OF MINUTES OF NORLEY PARISH COUNCIL MEETING HELD ON 27<sup>th</sup> April 2022**

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

9. **MATTERS ARISING FROM THE MINUTES OF NORLEY PARISH COUNCIL MEETING HELD ON 27<sup>th</sup> APRIL 2022**

- **Former Car Park in Delamere Forest**

The Clerk had followed up the possibility of reduced cost car parking permits for local residents with the Forestry Commission. They have confirmed that they do not feel that they can offer reduced car parking for local residents, as currently they offer a membership that includes free parking at Delamere, which is very much aimed at local and regular visitors. Membership costs £60 per year which amounts to a substantial saving. In addition to the membership, a cheaper parking tariff is provided at Whitefield, in part to provide a cheaper daily parking option for local people. The Forestry Commission feel that a combination of these measures already provides significantly reduced parking costs for local people and as such not able to offer any further discounts. Councillor O'Connor is continuing to follow up the reporting of parking problems with Andrew Rees.

**Action – Councillor O'Connor to continue to follow up with Andrew Rees the reporting of parking problems.**

- **Cheshire Railing**

Following an online meeting with Fiona Dunning and a response from Andy Hamman, CW&C Principal Engineer, it has been confirmed that the Cheshire railings in Norley PC, are owned and maintained by CW&C. Unfortunately, CW&C have limited funds to maintain this type of fencing unless they are in a dangerous condition. Councillor Cornelissen has identified several stretches that are certainly in very poor condition and could be a potential hazard to people using the footpaths alongside. This information is to be sent to Andy Hamman and he will arrange for a Network Steward to inspect and report back. A further suggestion was a partnership arrangement with CW&C whereby the Council supply the paint for the railings in fairly good repair and the Parish appoint a contractor to carry out the work. Councillor Edwards has kindly offered to arrange an on-site meeting to discuss this proposal.

- **Speed Indicator Devices**

The signed licence for the device on Ashton Road, has now been received from CW&C so the post and device can now be installed.

**Action – Councillor O'Connor to liaise with Mike North about the installation.**

A suitable location for a device on Blakemere Lane continues to be followed up.

- **Footpaths and Bridleways**

Councillor Edwards and Councillor Cornelissen have met with the Public Rights of Way Officer to discuss the possibility of a permissive link on Norley BR1 and have asked for a letter to be sent to the landowner requesting that the link is opened.

**Action – Councillor Edwards to follow up the issuing of the letter to the landowner.**

- **Flooding – Breech Moss**

Councillor O'Connor is continuing to follow up an update on progress with the flooding on Breech Moss.

- **Hondslough Lane**

The PC's draft response objecting to this application to have a public right of way recorded over Hondslough Lane has been prepared and circulated.

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

**Clerk to contact Adele Mayer to establish to progress on the application.**

- **Pytchleys Hollow**

A letter and consultation form has been prepared to be sent to residents and landowners who would be potentially affected by the installation of a one-way road with entry only from the Tigers Head, School Bank, Norley. There will also be a wider consultation/notification in the village for views via the Norley News and notices in the shop and on Facebook.

There was a suggestion about including a map as part of the consultation detailing the start and end of the one-way system.

**Action – Councillor Edwards to obtain clarification on the cost of the licence and the PC to put an article in the Norley News about the proposal.**

**Action - Clerk and Councillor O'Connor to liaise regarding the consultation.**

- The PC are awaiting costings of a pedestrian crossing following an enquiry about putting a crossing near to the Hatchmere bus stop.

- **Defibrillator Training**

An article is to be put in the Norley News about a further CPR/defibrillator training session that is to be arranged for September/October.

The Clerk is following up with Marston's the approval of a third defibrillator at the Tigers Head. A response is awaited.

Councillor Harvey had followed up a possible location for a defibrillator in the Hatchmere area of the village and this is being followed up with the new licensee of the Carriers Inn.

- Councillor O'Connor is continuing to follow up the possibility of setting up a PC online bank account and recently received further information from Nat West to assist.
- Councillor Edwards is awaiting a response from Mike Amesbury regarding an article that was in Cheshire Live about the Delamere Forest Lodges and that they may be sold.

- **Queens Platinum Jubilee**

Following the suggestion about planting a replacement tree on Maddocks Hill in recognition of the Jubilee, Councillor O'Connor has obtained an approximate cost for a service tree, with a circular bench, to the left of the Norley Sign near to Town Farm Lane. The cost of a circular metal bench for around the tree is approximately £400 to £500.

Following the information that had been received from the director of a local company EcoFell Tree Surgery Ltd about the offer of a dead wood removal and crown inspection on the tree on Maddocks Hill as part of the company's 'give back scheme' the PC agreed that this should be arranged.

**Action – Councillor O'Connor to liaise with EcoFell Tree Surgery Ltd.**

- The PC are considering whether a Community Resilience Plan could potentially be suitable for Norley and agreed to consider further what effect this would have on Norley as a village, what resources maybe needed and whether it would be worth pursuing.
- An update is awaited from Councillor Harvey about the light on the building site on Blakemere Lane and whether this has now been adjusted.
- The overgrown hedge that is near to Post Office Lane/School Lane is being followed up.
- An update is awaited from Councillor Edwards about the filling of the potholes on Blakemere Lane.
- The PC had followed up the enquiry from a resident relating to excessive external lighting at a property within the village. A response has been received from Kevin Feeney, Cheshire Wildlife Trust stating that there isn't any legislation regarding bright residential property lights adjacent to SSSI etc. and do not plan to take any action. The PC are to write to explain to the resident with the bright lighting that they have received correspondence expressing concern about their external lighting and requesting they consider limiting the hours it is on, although there is no legal restriction to do so.

**Action – Clerk to notify the resident who sent the correspondence explaining the position.**

**Action – Clerk to write to resident of the house with bright external lights explaining the position.**

- Councillor Fifield had circulated information relating to Rural Broadband. As this is an issue in some parts of Norley, it was agreed that Mike Dugine, from CW&C who is taking the lead with improving Rural Broadband in West Cheshire, should be invited to attend a future PC meeting.

An online ward meeting has also been arranged with Mike Dugine on 30<sup>th</sup> May 2022 at

10.30 am to which the PC is invited to attend.

**Action – Clerk to contact Mike Dugine and invite him to a future meeting.**

- Norley scouts are to be invited to the June meeting to provide the PC with information about their ideas for fundraising for next year's World Scout Jamboree in South Korea event.

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

- Councillor O'Connor is continuing to liaise with Roger Goulding, CW&C about the reports of a pipe with soapy water that is being discharged into the pond on Common Land of West View Road.
- The level of fidelity insurance of £100,000, based on the assets the PC holds and the amount of risk involved is being considered as part of the Annual Risk Assessment
- No response has been received from Cobnut Homes about the building and allocation of the affordable homes on the Blakemere Lane site.

**Action - Clerk to re send email to Cobnut Homes.**

#### 10. JUBILEE BENCH FOR NORLEY SCHOOL

In recognition of the Queen's Jubilee, the PC supported the idea of having a Jubilee Bench at Norley C of E Primary School to mark the occasion and agreed to donate £500 towards this.

#### 11. PLANNING

The following applications had been received since the April 2022 meeting:

**Applications:**

- 22/01244/S73 - Greenslade Farm Norley Road Norley Northwich WA6 6LH: Variation of condition 3 (materials) of 16/03416/FUL for conversion and extension of existing barn to form 5 dwellings and creation of new access track, to use Grey PVC windows instead of White painted Timber (Retrospective) – There were no PC comments.

#### 12. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on the following:

- Deborah Netherton - Kingsley and Goway Police Update – May 22

**CW&C Circulars**

- Council highlights the need for more foster carers this Foster Care Fortnight
- Council's new green cleaning machine
- Platinum Proms - 8th July 2022
- Not too late to have your say on Council's consultation on powers relating to moving traffic
- Put your lawnmower away for No Mow May
- Issued on behalf of Foster4: Foster4 launch sector-leading support packages
- Birmingham 2022 Queen's Baton Relay to visit Northwich as full England route revealed
- Cheshire West and Chester Council's humanitarian and community response and launch of E-form to collect local information
- Queen's Platinum Jubilee - Chester Town Hall Regalia Talks and Tours of Chester Town Hall
- Energy rebates for local residents
- West Cheshire residents asked to share their views on the borough's pharmaceutical services needs assessment
- Platinum Jubilee service of thanksgiving at Chester Cathedral
- Work started on new facilities at Marbury Country Park, Northwich
- Scarlet fever warning in Cheshire West and Chester
- Celebrating all unpaid Carers in the local community
- Shared Prosperity Fund

**Chalc**

- Bulletins and training dates
- We are seeking your views regarding the future enforcement of moving traffic restrictions in Cheshire West and Chester

- Chief Executive’s Bulletin

**Cheshire Community Action**

- The 3rd Sector and Integrated Care – Community Buildings and Parish Councils
- Delamere Forest Neighbours Newsletter May 2022

**13. FINANCIAL MATTERS**

- The PC account balance on the current account as at 1<sup>ST</sup> April 2022 was £36575.07 and £6262.70 on the Business Reserve account.

The following were approved for payment and cheques were signed:

- Insurance Renewal – Zurich Insurance – £498.84
- Two Verge Marker Posts on Norley Lane - £125.00 – Cheshire West and Chester Council
- Removal and disposal of ‘cage’ around tree trunk in Norley - £70.80 – Rock Graphics
- Reimbursement of Payment for Jiffy Bag £2.29 for Audit Papers, Postage for Audit – Recorded Delivery £11.15, Book of First-Class Stamps £11.40, Drawings Pins for noticeboards £2.80 and backdated payment for Clerk’s April, May and June 2022 Salary (£4.60 x 3 = £13.80 – 2021/22 New NALC Salary Scales), totalling £41.44
- PC Donation towards a Jubilee Bench – Norley C of E Primary School - £500

**14. ANY OTHER BUSINESS**

- Councillor O’Connor mentioned that subject to PC approval, a number of surveyors are to carry out species monitoring for invertebrates on Flaxmere. In particular they will be looking for rare species of hoverfly and beetle that have not been recorded in the area for some time. The PC supported the access for these surveys to take place throughout the summer. Dr Mark Hows will be carrying out the surveys.
- Councillor Williams mentioned that a site visit with CW&C Highways has been arranged at Cheese Hill on 31<sup>st</sup> May 2022 at 2 pm, to which the PC is invited to attend. There was a suggestion about adding small rumble strips to the road and a flashing ‘Give Way’ sign on this stretch of road. Costs of the ‘Give Way’ sign are awaited from TWM.
- Councillor Stockton attended the ‘Your opportunity to participate in the Manchester Airport Future Airspace project - Stage 2 ‘Develop & Assess’ - Phase 2’ engagement sessions and reported back on the changes in Phase 1 and the specific route options that align with the design principles and take account of stakeholder views.
- Councillor Duff reported on the broken ‘Hatchmere’ sign on Station Road.  
**Action – Clerk to report on the Highways Portal.**
- Lynne Reed, the Co-Ordinator of the Norley Community Speed Management Scheme, reported that she is in the process of arranging training for the Community Speed Management (CSM) group in Norley and looking at the proposed locations in Norley where the volunteers could carry out the monitoring.  
**Action – Councillor O’Connor to follow up organising the training for the handheld speed devices with the PCSO.**

**15. DATE OF NEXT MEETING**

The date of the next meeting is **Wednesday 25<sup>th</sup> June at 7.00 pm at the NCK Centre.**

The meeting closed at 8.30 pm

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

THESE MINUTES REMAIN UNRATIFIED UNTIL SIGNED AS CORRECT AT THE NEXT PARISH COUNCIL MEETING