

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON MONDAY  
5<sup>TH</sup> SEPTEMBER 2022 AT 7.00 PM AT THE NCK CENTRE, NORLEY**

**PRESENT AT THE MEETING:** Councillors: Deryn O'Connor (Chair), Steve Bakewell, Ann Crawford,  
Tony Duff, Ken Fayle, Terry Harvey and Jon Wild

Councillor Gillian Edwards and Paul Williams – Ward Councillors – Cheshire West and Chester Council  
Gaynor Hawthornthwaite (Clerk)

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cheshire West and Chester Council - Ward Councillor Charles Fifield and Norley Parish Councillors Sally Cornelissen and Ian Stockton and PCSO Deborah Netherton.

**2. DECLARATIONS OF INTERESTS**

There were no interests declared.

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

There were no members of the public in attendance.

**4. APPROVAL OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 27<sup>TH</sup> JULY 2022**

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

**5. MATTERS ARISING FROM THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 27<sup>th</sup> July 2022**

- Following issues that were raised at the last meeting by a member of the public about the state of the road surfaces and gutters along School Bank and a question about the CW&C policy and scheduling for weed spraying in Norley, this was followed up with CW&C. A response had been received confirming that weeds are treated twice annually between March through to October. Once treatment has been applied, weeds can take up to 10 days to die back and if required, further applications will be made throughout the growing season. Maintenance budgets are prioritised and allocated based on condition surveys and all carriageway/footways across the borough are considered on an equal basis.
- **Car Parking - Delamere Forest**  
Councillor Edwards is setting up a meeting with Andrew Rees for an update on the car parking problems in Norley, particularly the Delamere Forest area.
- **Cheshire Railings**  
The arrangements for the repair and painting of the railings and funding for this work is ongoing.  
Councillor Cornelissen has identified several stretches that are in very poor condition and could be a potential hazard to people using the footpaths alongside. This information has been sent to CW&C Highways and they are going to arrange for a Network Steward to inspect and report back.  
The PC are looking at options of 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.  
Councillor Cornelissen is following up whether the Norley Scouts who are fundraising to attend the World Scout Jamboree in South Korea could assist with the painting of the Cheshire Railings that require painting in Norley.
- **Speed Indicator Devices**  
The PC are continuing to follow up the installation of the speed indicator device on Ashton Road.

**Action – Clerk to continue to follow up organising the installation of the Speed Indicator Device to be fitted on the pole in Ashton Road.**

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

**Action - Clerk is to follow up with TWM the Speed Indicator Device on School Bank that is currently not working.**

- **Footpaths and Bridleways**

Following a meeting with the Public Rights of Way Officer to discuss the possibility of a permissive link on Norley BR1, Councillor Edwards is compiling a letter to send to the landowner requesting that the link is opened.

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

- **Flooding – Breech Moss**

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

- **Hondslough Lane**

This application is awaiting consideration. 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 and will be submitted when requested by CW&C.

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

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

- **Defibrillator Training**

Following further expressions of interest in attending defibrillator training, Councillor Cornelissen has arranged a second training session on 28<sup>th</sup> September.

- 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.
- 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' Councillor O'Connor is continuing to follow this up with EcoFell Tree Surgery Ltd.
- An update is awaited from Councillor Edwards about the filling of the potholes on Blakemere Lane.
- Mike Dugine, from CW&C who is taking the lead with improving Rural Broadband in West Cheshire, is to attend the October PC meeting to provide further information about the Fibre Broadband Scheme.  
A Teams meeting with Councillor Edwards and Mike Dugine has also been arranged for 25<sup>th</sup> October, to which the PC has been invited to attend.
- 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.
- Councillor O'Connor is continuing to liaise with Marston's about the proposed installation, ownership and maintenance of defibrillators at the Tigers Head and the Carriers Inn.

**6. CWAC Wildflower Programme**

Councillor Bakewell provided the following update:

- **CWAC Wildflower and Grasslands Strategy Action Plan**

- Improve biodiversity of Council owned land.
- Review grass cutting regimes.
- Identify land where grass cutting can be reduced or replaced.
- Identify locations where wildflowers can be introduced.
- Develop partnerships with existing groups to raise awareness and increase the quality and quantity of pollinator habitats.

- Develop initiatives to deliver the above.
- Following consultation CWAC came up with 3 “typologies” in addition to routine grass cutting -
  - Managed long grass
  - Native wildflower meadows
  - Pollinator verges
- All PC’s and community groups have been encouraged to participate in the programme
  - In particular to identify verges where wildflowers can be sown to create pollinator verges - move from grass cutting to verges of pollen rich flowers.

Following an on-site meeting with CW&C, Councillors Bakewell and Cornelissen are looking at potential sites where wildflower verges could be introduced. CWAC have provided proposals, based on discussions, and 2 large areas have been identified at the gateways to the Parish totalling 575m<sup>2</sup>. These are very much proposals and can still be adjusted or changed to suit.

- The programme is a 5-year programme, so the PC could have the opportunity to expand to other areas in the future if we deemed the initiative successful and we wanted to.
- There are two key areas – trees, changes by Daisy Bank and Fingerpost Farm.
- Timetable
  - Autumn – deep rotovate areas and sow seed > CWAC
  - Flowers throughout spring and summer
  - Next Autumn, mechanically scythe and remove arising’s from areas > PC to pay
  - Then over seed with further 50% wildflower mix > PC to pay for
- Cost and resource considerations
  - Seed mix will be needed this financial year
  - CWAC recommend a particular seed mix provided by Boston seeds
    - Bees and Butterflies wildflower mix
  - 3kgs of seed will be needed at approx. £150 per kilo > £450
  - PC to arrange for verges to be cut and subsequently collected next Autumn
  - PC to pay for further over seeding
    - 50% in 2023 at approx. £230
    - 25% in 2024 at approx. £120

Following consideration of the CWAC Wildflower Programme update, the PC supported the proposal and agreed that they should make an application to CW&C for the next phase of the programme in the early Spring.

If the ground is prepared and the seeds sown in the spring, this is likely to get the best results. Councillor Bakewell has asked that if the PC does participate that our areas be programmed for early spring 2023. Councillor Bakewell is awaiting a response to this from CW&C.

The PC agreed to fund the seed mix for this financial year. Once all the grass cutting areas had been reviewed with the Norley Wildlife Group, the PC is to arrange for a contractor to cut back the verges from next Autumn on a regular basis. The Ward Members also agreed to provide funding of £150 per ward councillor towards the costs of the seeds.

The overgrown and maintenance of the grassed area around the Norley sign near to Town Farm Lane, has been followed up with the Wildlife Group, which has now been cut back. The suitability for a circular bench around a service tree in this area is being reviewed.

Thanks to Councillor’s Bakewell and Cornelissen for their work in following up this programme and to the Ward Councillors for their support towards this project.

**Action – Councillors Bakewell and Cornelissen to continue to follow up.**

**7. NEIGHBOURHOOD PRIDE FUNDING**

The PC had received the details about Norley Wildlife Group's possible suggestions for their application for funding from the Neighbourhood Pride Scheme. It was agreed the Norley Wildlife Group are in a much better position than the PC to submit more appropriate applications and know what the village would benefit from in relation to The Common Land.

**8. REVIEW STRATEGY AND REMIT – NORLEY WILDLIFE GROUP**

Prior to the meeting the reports and information that had been received from the Wildlife Group relating to the Commons and the development of the NWG website and the proposed plans for the Memorial Garden had been circulated for consideration.

The PC supported the plans for the Memorial Garden and Commons and the development of the NWG website and agreed to donate £600 for the development of their website.

The PC thanked the Wildlife Group for their reports and thanked all members of the NWG for their hard work and dedication.

**9. PYTCHLEYS HOLLOW ONE-WAY CONSULTATION**

Following the consultation form that was sent to residents and landowners who would potentially be affected by the installation of a one-way road with entry only from the Tigers Head, the Clerk had provided a summary of the responses received.

It was agreed that as the results were inconclusive, there was no mandate to take forward and the PC would follow up possible signage improvements on Pytchleys Hollow at their next meeting with Highways.

**Action – Clerk to provide an update to Pytchleys Hollow residents and landowners.**

**10. POPPY WREATH FOR REMEMBRANCE SUNDAY**

It was agreed that the PC should purchase a poppy wreath for Remembrance Sunday.

**Action – Clerk to purchase the wreath.**

**11. COMMUNITY SPEED WATCH**

Councillor O'Connor reported that an update had been provided from the Co-Ordinator of the Norley Community Speed Management Scheme with details of the speed of traffic following the speed monitoring by the volunteers that had taken place recently for 2 weeks. The monitoring had taken place in the Hatchmere area. The top speed registered in the 30 area was over 45, and the top speed in the 40 area was 55mph. 33% of vehicles in the 30 area were travelling over 30 and 24% were travelling over 40 in the 40 area.

Morning traffic was travelling faster than evening traffic.

An article is being prepared by the Co-Ordinator for the next Norley News asking for more volunteers, particularly as there is no-one to carry out the monitoring in the four locations in the village itself.

Another area for concern particularly along Blakemere Lane/Delamere Road is speeding noisy motorbikes particularly on Sundays, possibly travelling to J and S Accessories where Harringtons Caravans used to be. This has been followed up with PCSO Deborah Netherton, who has been in contact with a Traffic Officer and a meeting is being arranged with J and S Accessories.

**12. PLANNING**

The following applications had been received since the July meeting:

- **22/02710/FUL** - Rose Bank Fingerpost Lane Norley Northwich Cheshire WA6 8LA - Single Storey Rear Extension – Any PC comments to the Clerk by 8<sup>th</sup> September.
- **22/02165/FUL** - Bugle Wood Norley Road Cuddington Northwich - Erection of a temporary agricultural tool shed to store equipment – Any PC comments to the Clerk by 6<sup>th</sup> September

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

**CW&C Circulars**

- Cheshire West Crowd helps Tattenhall Repair Café get up and running - How can the Cheshire West Crowd help your community?
- More ways to access welfare support and advice available for residents in west Cheshire
- Neighbourhood Watch recruitment

- Launch of Cheshire West Crowd Autumn Funding
- RECYCLE WEEK: 19 - 25 September
- Library Service asks for views on Mobile Library Services
- Neighbourhood Pride Funding
- Cheshire West and Chester - Home Support Small Grants Scheme
- Grant available to install energy saving measures in borough's most inefficient homes

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- Bulletins and training dates
  - Cheshire West Crowd Project Creator Workshop 6th September at 12pm - please also share information with your local networks
  - NALC Points of Light 2022
  - Appointment of an Independent Member to the Cheshire Police and Crime Panel
  - Training of road Marshalls for parades
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- PCSO - Monthly update August 2022
  - Delamere Forest Neighbours Newsletter August 2022
  - Delamere Forest Newsletter - September 2022

#### 14. FINANCIAL MATTERS

Prior to the meeting, a financial report had been circulated with details of the PC account balances as at 1<sup>st</sup> August 2022, £43,657.30 on the current account and £6264.20 on the Business Reserve account.

As part of the audit checks, Councillor Bakewell, as a non-bank signatory, had reviewed the 2022/23 accounts and documentation prior to the meeting.

Councillor Bakewell has suggested some changes to the way the yearly budget is prepared and spreadsheet laid out utilising the annual PC income.

**Action – Clerk to liaise with Councillor Bakewell prior to the next Budget setting.**

#### **Community Infrastructure Levy**

The PC are to consider, outside of the meeting, items that the Community Infrastructure Levy payment (£6989.48) could be used for. Once agreed and allocated, Clerk to notify CW&C.

It was noted that the neighbourhood portion of CIL can be spent on:

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

Infrastructure is defined as:

- Social infrastructure: e.g. art and culture, sports halls, education, health, social care, emergency services, community centres, village halls
- Physical infrastructure: e.g. pavements, cycleways, flood defences, highways, transport links
- Green infrastructure: e.g. play areas, public open space, woodlands

The PC are considering whether this funding could be used for improvements to replace the Cheshire railings, re-instating the footpath near to the Cheshire Railings on Norley Lane and crown-lifting the trees overhanging the footpath. The cost of replacing and painting the railings in this area would be in the region of £9,500, the other costs are being researched.

The Ward Councillors mentioned that match funding for environmental and some highways projects is available from the Members Budget. Once costs have been compiled, an application is to be made to the Members Budget for consideration for match funding.

**Action - All PC Councillors to consider options for appropriate use of the CIL.**

The following were approved for payment and cheques were signed:

- June Website Development and Maintenance Work - £92.75 – Rabbitdigital
- Donation towards Norley Wildlife Group website design - £600 – Norley Wildlife Group

#### **Banking Matters - On line Banking and Removal of Signatures**

- The PC are in the process of setting up a new online bank account with the current bank signatories and removing the 3 names of people who are no longer serving Parish Councillors. Once the online banking has been set up the standing order for the Clerk's monthly salary is to be amended.

It was noted that an arrears payment of £54.00 is outstanding to the Clerk (£18 for July, August and September salary) following the increase in the salary at the June 2022 meeting to £13.48 per hour (20 hours per month) + an £18 Working from Home Allowance, totalling an increase from £269.50 gross monthly salary to £287.60 gross monthly salary (£18 difference).

The Clerk is aware of this and suggested that she waits for the payments until the online banking is set up. This was agreed by the PC.

#### **15. ANY OTHER BUSINESS**

- Councillor Crawford mentioned that the Village Show that took place on 3<sup>rd</sup> September went very well.
- Councillor Wild reported that following the site meeting that took place at the shop recently with Councillors O'Connor and Wild and Peter Hosker and discussions with the Planning Officer, clarification is awaited from the Planning Officer on several points.
- Councillor O'Connor had received an enquiry about whether a Christmas Tree with lights is to be put on the Village Green this year. Providing electricity for the lights on the tree is problematic and solar or battery-operated lights were suggested.

**Action - Councillor O'Connor to follow up possibilities.**

- Councillor Edwards referred to the following:
  - A hotpot supper ward event is being held on 8<sup>th</sup> October and a Christmas event for Ukrainian families
  - Community funding that is available for projects for weekly coffee/lunch clubs. This is to be followed up with the Methodist Church, who may already have a lunch club.

#### **16. DATE OF NEXT MEETING**

The date of the next meeting is **Tuesday 25<sup>th</sup> October 2022 at 7.00 pm at the NCK Centre.**

The meeting closed at 8.20 pm