

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY
25TH JANUARY 2023 AT 7.00 PM AT THE NCK CENTRE, NORLEY**

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

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

Gaynor Hawthornthwaite (Parish Clerk)

There were nine members of the public in attendance who 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 Tony Duff, Sally Cornelissen, Ken Fayle and Ian Stockton and PCSO Deborah Netherton.

2. DECLARATIONS OF INTERESTS

None declared.

3. PUBLIC SPEAKING TIME/OPEN FORUM

A member of the public referred to the state of the roads and potholes in the village and mentioned that a resident has had to replace a tyre after driving over one of the potholes.

It was suggested that the details of the damaged tyre should be sent to Councillor Edwards who will follow up with CW&C Highways Claims Department.

It was noted that CW&C Highways would be starting a programme of patching improvement works across the borough including High Street, Fingerpost Lane and Maddocks Hill in Norley, using a new machine, JCB Pothole Pro. The overall performance of the new machine is to be assessed during the works.

4. UPDATE ON THE PLAYGROUND – NORLEY HILL TOP PLAY AREA MANAGEMENT COMMITTEE

The Treasurer from the Norley Hill Top Play Area Management Committee provided the PC with an annual update on the costs and funding of the play area. The Treasurer thanked the Parish Council for the £1500 donation last year, which covered the insurance and the annual playground inspections. Additional funds from fund raising covered the costs of the maintenance repairs. This year, some of the repairs had been completed at a fraction of the cost by a member of the committee.

After considering the 2023/24 budget and the Community Infrastructure Levy (CIL) money that had been received from Cheshire West and Chester Council for community projects, the PC agreed to donate £1500 to the Norley Hill Top Play Area, from the CIL Money.

It was also noted that an application for community funding towards the Norley Play Area could be made to CW&C from the three Ward Councillors Members Budget.

Councillor O'Connor thanked the Committee representative for attending and for providing the PC with an update on the playground and the voluntary work they did supporting the Play Area.

5. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23RD NOVEMBER 2022

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

6. MATTERS ARISING FROM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23RD NOVEMBER 2022

- **Car Parking - Delamere Forest**

Councillor Edwards has requested that the Community Safety Wardens patrol the areas affected by parking. The Forestry Commission have included details on their website and social media about discouraging parking around the forest area. Councillor Edwards is continuing to liaise with the Forestry Commission about arranging an online meeting.

- **Cheshire Railings**

The arrangements for the repair and painting of the railings and funding for this work is

on-going.

Councillor Cornelissen is continuing to follow up.

- **Speed Indicator Devices**

The PC are continuing to follow up a suitable location for the SID on Blakemere Lane with United Utilities.

TWM have taken the Ashton Road device away for repair.

There was a question about whether the device on Fingerpost Lane is working correctly.

Action – Clerk to ask TWM to check the device on Fingerpost Lane.

- **Highway Issues**

Councillor Edwards is in the process of arranging a follow up meeting with CW&C Highways to follow up on the on-going highway issues in Norley.

- **Footpaths and Bridleways**

Councillor Edwards is continuing to follow up organising a meeting with the Public Rights of Way Officer to discuss the possibility of a permissive link on Norley BR1.

Action – Councillor Edwards to continue to follow up.

- **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. .

- An update is awaited from Councillor Edwards about the filling of the potholes on Blakemere Lane.

- **Sandycroft Farm, Crabmill Lane**

The PC had followed up the listing process with Historic England. It was agreed that the PC should pursue this.

Action – Clerk to ask for a PC volunteer to follow up the listing process.

- 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 enquiry relating to having a mirror at the top of Maddocks Hill is being followed up with CW&C Highways and will be mentioned at the next PC meeting with Highways.

Action – PC to follow up with Highways.

- The Clerk had sent a letter to the owner of the overhanging hedge on Bag Lane, which is growing over the road, making it difficult to walk past.

- Concerns that had been received from residents about the noise from the live music coming from the Tigers Head late at night is continuing to be followed up with CW&C Licensing Department.

- **Sweeping of Leaves**

The Clerk had reported the problem areas where leaves need to be swept, but there has been no action yet.

Action – Councillor Edwards to follow up with CW&C.

7. **NORLEY BOWLING CLUB**

Following the additional financial information that had been provided by the Bowling Club, the PC considered their request for financial assistance and agreed that the amount of financial assistance was required before making a decision.

Action – To be carried forward to the February meeting.

Action – Councillor O'Connor to contact the Secretary of the Bowling for further information.

8. **SHOP PLANNING APPLICATION UPDATE**

Following the last PC meeting, the requirements of the Norley Neighbourhood Plan had been checked and it is still current until 2030. The PC agreed that a separate meeting should be arranged to discuss the Shop Planning Application.

Councillor Edwards is liaising with CW&C to arrange a meeting with the PC to discuss this further.
Action – Clerk to arrange an Extraordinary Meeting to discuss the planning application and how it should be progressed.

9. COMMUNITY SPEEDWATCH UPDATE

Councillor O'Connor reported that she had attended a Town and Parish Council meeting with the Police and Crime Commissioner recently and at the meeting many of the questions focussed on 'Speeding' and the use of speed indicator devices.
Following that meeting further information about the use of speed indicator devices, community speed watch locations and Mobile enforcement – Trucam and Community Speed Watch Locations had been received from the Police and Crime Commissioner and circulated.

Residents of Nursery Park were in attendance to express their concerns about the speed of traffic on Delamere Road as it approaches the area of the Park entrance.
The PC discussions are on going with Highways about the options of a permanent Speed Indicator Device in this area and the possibility of reducing a speed limit/traffic calming measures and possible signage and gateway signs and planters at the entrance to the village.

The Community Speed Watch Co-Ordinator reported that the data of speeding vehicles from the mobile speed indicator device on Blakmere and Delamere Roads sent to the PCSO had not been actioned so warning letters to speeding drivers had not been sent. The speedwatch co-ordinator had not been informed of this. Apparently this was due to a 'coding' issue, as the code had not been applied to the road by CW&C. Councillor O'Connor to follow up with the speed watch coordinator.

There was a question about whether the mobile devices could be covered up in wet weather. This is to be followed up with Ian Rutherford.

Councillor O'Connor informed the group that at the recent PCC Meeting she was informed that data from the fixed SIDs should be sent to Ian Rutherford, CW&C.

It was noted that this information and the December data from the fixed SID figures had been received by the PC.

Councillor O'Connor thanked the Community Speed Watch volunteers for all their hard work.

Action – Councillor O'Connor to follow up the coding issue with community speed watch

10. PLANNING

The following Applications had been circulated prior to the meeting:

- **22/04694/PDQ** - Low Farm Post Office Lane Norley Northwich Cheshire WA6 8JH - Conversion of existing agricultural building into a residential property (Resubmission of 20/02343/PDQ) – Any comments to the Clerk by 10 February 2023.
- **22/04573/S73** - Brown Moss Pool, Haydan Lodge Norley Road Norley Northwich Cheshire WA6 6LJ - Extension to home office and demolition of garage accommodation adjacent Removal of Condition 3 of 16/05387/FUL – Any comments to the Clerk by 14 February 2023.
- **22/04362/FUL** - Land At Beech Lane Norley Northwich - Agricultural building for housing livestock and general-purpose storage, including area for muck midden, hard standing and access – Any comments to the Clerk by 10th February 2023.
- **22/04502/FUL** - 1 Hatchmere Cottages Ashton Road Norley Northwich Cheshire WA6 6NZ - Erection of 1m high wall with an integrated planter between 2 pillars and an additional 3rd pillar that the proposed electric gate will close to (Retrospective) – Any comments to the Clerk by 30 January 2023.

11. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on a request that had been received from Chester University relating to some undergraduate students who are hoping to access Flaxmere peat bog as part of an educational visit in spring 2023. The visit will involve retrieving small sediment core samples as part of an undergraduate project, asking for permission to access these sites. Neither NWG nor the Parish Councillors have any objections to the access.

Action – Clerk to forward the request on to Natural England for approval.

The following had been received and circulated since the November meeting:

CW&C Circulars

- Northwich Library to open temporarily at Weaver Hall Museum
- Cheshire West and Chester Council receive £1.805m UK Shared Prosperity Funding
- Coronation weekend celebrations that will bring communities together announced: 6-8
- Voter ID - Member Briefing
- Council receives funding to boost active travel
- Cheshire West and Chester Air Quality Website
- Hop on board...£2 single bus fares now available in the borough
- CWAC Home Upgrade Grant scheme
Council launches new homelessness pledge
- Sports pitch provision across west Cheshire
- Town and Parish Election Arrangements for May 2023
- Cheshire West and Chester Council's new highways contractor appointed

Chalc

- Bulletins, Member Briefings, and training dates
- Speakers required for West Cheshire Town and Parish Council Conference 2nd March
- Town and Parish Connections Online Session: Equality and Diversity 31st January 2023 from 6pm to 7.30pm
- 02.03.2023 - Town and Parish Conference 2023
- Cheshire West Crowd - Community-led projects are calling on your support

Police and Crime Commissioner

- Refreshed Police and Crime Plan
- Survey - Police Budget 2023/24

- PCSO December update

- Delamere Forest: January 2023 Update

12. FINANCIAL MATTERS

Review of current Financial Position

Prior to the meeting the following financial information had been circulated:

- The PC account balance on the current account as at 1st December 2022 was £42,983.91 and £6276.17 on the Business Reserve account.

Approval of the 2023/2024 Budget

The income and expenditure were reviewed.

The proposed budget that had been circulated prior to the meeting was considered, and will continue to be reviewed before the start of the next financial year.

Completion of the 2023/2024 Precept Form

The precept options were discussed. The PC thought that as the financial position of the PC was good, the precept level should stay the same as 2022/23. It was agreed that PC should request a precept of **£13,229** for 2023/24.

Action – Clerk to return the completed 2023/24 Precept Request form to CW&C.

Community Infrastructure Levy

The PC are continuing to review the suggestions that they had put forward for the provision, improvement, replacement, operation or maintenance of infrastructure and anything else that is concerned with addressing the demands that development places on an area and what the Community Infrastructure Levy payments (£6989.48 and £2444.56).

- Playground Committee - £1500 allocated

- New door for the red phone box

Action – Councillor Crawford agreed to follow up the costs of a new door for the red phone box and the cost for supplying electricity/lighting to the phone box.

The following were approved for payment and cheques were signed:

- Data Protection Fee 2023 – Information Commissioner - £40.00
- Open Spaces Society Membership Renewal 2023 - £45.00
- Payroll – Invoice No: 06781 Payroll to September 2022 - £48.00 and Invoice No: 07297 Payroll to December 2022 - £57.60 totalling £105.60 - Rose Rowland and Co Limited
- Backdated Clerk’s Salary Arrears Payments (December and January 2023) – New 2022/23 Salary Scales - £38 per month - £76.00 – Mrs G Hawthornthwaite
- Lexis Nexis Publication – Arnold Baker – Local Council Administration 13th Edition - £131.99 – Lexis Nexis
- Reimbursement for the batteries for the Village Christmas Tree Lights – A Crawford - £19.45
- Donation Norley Hilltop Play Area - £1500

Once the invoice had been received from Boston Seeds for the mixed seeds that are to be sown in the Spring in the village, a cheque for £446.40 is to be signed outside of the meeting prior to the February meeting.

Extended Support – PC website

The PC approved the annual direct debit payment to IONOS Cloud Ltd for the Domain.org for £27.76, but are in the process of cancelling the Extended Support for the PC website as it was agreed that this support was no longer required from IONOS Cloud Ltd and that the monthly direct debit payment of £8.44 should be cancelled.

The Clerk had made a payment of £209.80 to HMRC on 14th January 2023 for the tax due on the Clerk’s salary for Quarter 3.

13. ANY OTHER BUSINESS

The following items were reported:

- **Councillor Wild**
Shop Sign – The PC had previously agreed in principle to two ‘Shop’ signs. One near to the Village Hall pointing down Maddocks Hill and near to Gallowsclough Lane pointing down Hough Lane in a mid-green colour.
Action – Councillor O’Connor to follow up obtaining a licence from CW&C for these and the current prices for signs and installation.
- **Councillor Crawford**
 - Councillor Crawford has been asked if the PC were getting involved in planning any events for the Kings Coronation.
 - A village litter pick is being arranged for March.
Action – Clerk to circulate to all PC to enquire if any volunteers to be on a village group to arrange village events for the Coronation in May.
- **Councillor Bakewell**
The wildflower seeds for planting around the village need to be ordered as soon as possible so that the seeds can be planted at the beginning of February. The PC had previously approved this expenditure.
Councillor Bakewell is to follow up the ordering of the seeds and obtain an invoice for the seeds so that a cheque can be signed outside of the meeting.
- **Councillor Harvey** asked if there had been any reports of issues relating to the quality of the water in Norley. The PC were not aware of any issues.

- **Councillor O'Connor**

- The defibrillator at the Village Hall, which had been recalled for an update, has now been returned.

Action - Clerk to arrange to return the loan defibrillator.

- The PC are liaising with CW&C about some ideas for the management of the land near to Sandycroft Farm, which has become vacant and the leasehold returned to CW&C, who own the building and land.

14. DATE OF NEXT MEETING

The date of the next meeting is **Wednesday 22nd February 2023 at 7 pm** at the NCK Centre.

The meeting closed at 8.25 pm