

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY  
23<sup>RD</sup> NOVEMBER 2022 AT 7.00 PM AT THE NCK CENTRE, NORLEY**

**PRESENT AT THE MEETING:** Councillors: Ian Stockton (Vice-Chair in the Chair), Steve Bakewell,  
Sally Cornelissen, Ann Crawford, Tony Duff and Jon Wild

Gaynor Hawthornthwaite (Clerk)

There were seven 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 Gillian Edwards and Norley Parish Councillors Deryn O'Connor, Ken Fayle and Terry Harvey.

**2. DECLARATIONS OF INTERESTS**

There were no declarations of interests.

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

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.

A 50 mph speed limit is in force at the moment. Approximately 100 yards on Delamere Road before the entrance, is a blind bend. When exiting the Park, vehicles coming from both directions, especially from Hatchmere, are having to break hard, and residents are expecting a collision with these vehicles. The residents asked for advice on what action could be taken to ensure residents can exit the Park without the fear of a collision.

**Action – PC to follow up with CW&C Highways 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.**

**4. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25<sup>TH</sup> OCTOBER 2022**

These were agreed as a correct record, and are to be signed by the Chair, subject to an amendment to item 15 about the development of Community Orchards, which should read:

*“Councillor Bakewell reported that CWAC were currently seeking interest from Parish Councils to put forward areas of land that could be jointly developed into Community Orchards. The PC showed interest in the opportunity and would look to explore suitable local sites.”*

**5. MATTERS ARISING FROM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25<sup>TH</sup> OCTOBER 2022**

- **Fibre Broadband**

The Clerk is in the process of arranging a village meeting for 7<sup>th</sup> December when information relating to Ultrafast fibre broadband connectivity to rural areas and how networks made from fibre cables to allow for a much faster connection, will be provided.

- **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 ongoing.

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.

The device on Ashton Road, that is currently not working, has been logged with TWM, who are going to schedule a visit.

- **Highway Issues**

Councillor Edwards is endeavouring to arrange a meeting with CW&C Highways to follow up on the list of highways suggestions put forward by residents to make Blakemere Lane safer and also to discuss Cheese Hill.

- **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. .**

- **Defibrillator Training**

Defibrillator training took place on 17<sup>th</sup> November at the NCK Centre. Another training session is to be organised in February/March 2023.

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.

- **New Benches**

Progress is continuing on finding suitable locations for benches in the village.

- 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.
- An update is awaited from Councillor Edwards about the filling of the potholes on Blakemere Lane.
- 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 Cornelissen is continuing to liaise with the Wildflower Group about wildflower areas in the village.
- Councillor O'Connor had notified the resident who had produced a booklet on the history of Norley Bank that the PC would like to retain a copy for the village.

**6. SANDYCROFT FARM, CRABMILL LANE**

The PC are following up with CW&C the options for Sandycroft Farm, which has become vacant and the leasehold returned to CW&C, who own the building and land.

To commence the listing process, the PC would need to contact Historic England.

**Action – Clerk to contact Historic England enquire about the process.**

**7. COMMUNITY SPEED WATCH UPDATE**

The Community Speed Watch Co-Ordinator gave an update on the Community Speed Watch over the last 2 weeks. The mobile speed indicator device had been variously located at Fingerpost Lane and Hough Lane, Blakemere Lane and Delamere Road, resulting in 14 Constabulary forms being completed and sent to the PCSO. Discussions are ongoing with the PCSO about a very noisy motorcycle which regularly passes through the area.

The PC received and noted the fixed SID figures for October.

**8. Norley Bowling Club**

As Councillor O'Connor has not yet received a further report from the Bowling Club, it was agreed that this item should be carried forward to the January PC meeting.

**Action – To be carried forward to the January 2023 meeting.**

**9. SHOP PLANNING APPLICATION**

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. In the meantime, Councillor Edwards is to arrange an online meeting to discuss the Neighbourhood Plan.

#### 10. **PLANNING**

The following applications had been received since the October meeting:

- Planning Appeal **22/01244/S73** - Greenslade Farm Norley Road Norley Northwich WA6 6LH A 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) Any PC comments to the Clerk before 20<sup>th</sup> December.
- **22/04019/FUL** - Camomile Lane - Change of use of land to install a 20m x 40m all weather arena Any PC comments to the Clerk by 2<sup>nd</sup> December.

#### **Former Forest School Site**

A site meeting has been held with the Ward Member, Planning Officer, the agent and Site Manager to discuss the excavation onto Ashton Road. It has been confirmed that there are no plans to create another access and that the land will be re-seeded in the springtime. The formalisation of the Affordable Housing and whether the swimming pool could be retained as a community facility was also discussed.

#### 11. **APPROVAL OF THE 2023 PARISH COUNCIL MEETING DATES**

The following dates were approved:

- Wednesday 25th January
- Wednesday 22<sup>nd</sup> February
- Wednesday 15<sup>th</sup> March
- Monday 24th April
- Wednesday 24th May
- Monday 26<sup>th</sup> June
- Monday 24<sup>th</sup> July
- Monday 11<sup>th</sup> September
- Tuesday 24th October
- Wednesday 29<sup>th</sup> November

#### 12. **PC DONATION – NORLEY METHODIST CHURCH – LUNCH PROVISION and COFFEE MORNING**

The PC agreed to make a contribution of £500 towards the setting up of a community Warm Space for the village with the provision of food and drink.

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

The following updates had been received from Councillor Edwards:

- **Sweeping of Leaves**  
CW&C are to sweep the leaves in Norley in the next 2 weeks. Any problem areas to be reported to the Clerk to forward on to Councillor Edwards.
- **Neighbourhood Pride**  
The 3 Ward Councillors have met with CW&C this week to discuss projects.

The Clerk is following up an enquiry about the publication of agendas and audit information on the PC website. With regard to the September 2022 agenda, which is no longer listed on the website, this may have been deleted once the September minutes had been published on the website on 26<sup>th</sup> October 2022, following the 25<sup>th</sup> October Parish Council meeting. The October agenda was published on the website on the 16<sup>th</sup> October and can still be found on the website under 'Agendas' and 'News'.

At the 29 June 2022 Parish Council meeting, the PC agreed "that as the PC annual gross income and annual gross expenditure for 2021/22 did exceed £25,000 the PC could not certify themselves

as exempt from a limited assurance review under Section 9 of the Local Audit (Small Authorities) Regulations 2015” and the External Auditor was notified of this.

The Internal Auditor’s 2021/22 Report can be found on the website under ‘Council Information>Finance’ and the recommendations from the Internal Auditor can be found in the Parish Council meeting of 29<sup>th</sup> June 2022.

**Action – Clerk to reply to the enquiry.**

The following had been received since the October meeting:

**CW&C Circulars**

- Beware of bogus doorstep sellers posing as ex-offenders
- October Climate Emergency newsletter

**Chalc**

- Bulletins and training dates
- Civility and Respect - Latest Newsletter
- Town and Parish Online Connections Event: May 2023 Elections and the Elections Act 2022 NEW DATE 20th December at 6pm
- Boundary Commission for England 2023 Boundary Review
  
- PCSO October Update
- Delamere Forest Monthly Update

**14. FINANCIAL MATTERS**

**Review Current Financial Position**

Prior to the meeting, a financial report had been circulated with details of the PC account balances as at 1<sup>st</sup> November 2022, which was £44,494.43 on the current account and £6266.40 on the Business Reserve account.

**Review of Budget Monitoring of Income and Expenditure**

It was agreed that for the PC meeting in January Councillor Bakewell will compile a revised budget monitoring table for the 2022/23 budget.

**Action – Councillor Bakewell and Clerk to follow up.**

**Community Infrastructure Levy**

The PC considered 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 put forward the following suggestions about what the Community Infrastructure Levy payments (£6989.48 and £2444.56) could be allocated for:

- Benches in the village
- Playground Committee
- Repair of the black and white fingerpost signs
- Signage
- Norley Wildlife Group
- Re-instatement of footpaths
- New door for the red phonebox

**External Audit Issues that were raised and resolutions**

Following the 2021/22 external audit, the following two issues had been raised:

- *“The payment to TWM Traffic controls systems Ltd for the installation of 6 speed indicator devices for £16,783.74 was in excess of the threshold for quotations in the Financial Regulations, however, no evidence of quotations was provided for the internal audit”.*  
The Clerk had followed this up and sent the 4 quotations that were included with the

2020/21 accounting paperwork to the External Auditor and this issue has now been resolved.

- There was an increase in £2307 in Norley Parish Council's assets in 2021/22 which had not been included in the Assets Register that was sent to the Internal Auditor. The 2021/22 Assets Register has now been updated to include the 3 Noticeboards costs and the Chains around the Village Green which resulted in the £2307 increase. The Clerk had confirmed these additional costs and that there were no disposals in 2021/22 to the External Auditor.

#### **Extended Support – PC website**

The PC considered the two annual payments for a Basic Support Fee and Domain Org for the PC website and the monthly direct debit payment of £8.44 per month for extended support and agreed that the extended support for the PC website was not required and should be cancelled.

**Action – Councillor O'Connor to cancel the direct debit payment for the extended support for the PC website.**

The following were approved for payment and cheques were signed:

- External Audit – PKF Littlejohn LLP - £240.00
- Backdated Clerk's Salary Arrears Payment – New 2022/23 Salary Scales Increase of £1 per hour (from £13.48 to £14.48 – Point 19) 20 hours per month = backdated payment of £20 per month x 8 months (April-November 2022) + salary arrear of £18 for November totals £178.00

**Action – Clerk to notify Payroll about the backdated salary payments.**

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

- Councillor Cornelissen has arranged for the Christmas tree and lights to be delivered on 25<sup>th</sup> November at 12 noon. A poster has been placed on noticeboards advertising the Village Christmas Tree Light Switch on, on Saturday 26<sup>th</sup> November.

Councillor Crawford reported on the following enquiries received from residents:

- Would it be possible to have a mirror at the top of Maddocks Hill as turning right from the junction is difficult.

**Action – PC to follow up with Highways**

- There is an overhanging hedge on Bag Lane, which is growing over the road, making it difficult to walk past.

**Action – Clerk to follow up with the landowner**

- Concerns had been received from residents about the noise from the live music coming from the Tigers Head late at night.

**Action – PC to obtain the details of the licence.**

- Councillor Stockton reported on an update relating to the Manchester Airport Future Airspace project CAP1616 Stage 2 Develop & Assess Gateway.
- There was a question from a member of the public about the maintenance of the permanent speed indicator devices.

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

The date of the next meeting is **Wednesday 25<sup>th</sup> January 2023.**

The meeting closed at 8.45 pm