

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON TUESDAY  
24<sup>th</sup> OCTOBER 2023 AT 7.00 PM AT THE NCK CENTRE, NORLEY**

**PRESENT AT THE MEETING:** Councillors: Deryn O'Connor (Chair), Steve Bakewell, Sally Cornelissen,  
Ann Crawford, Tony Duff, Ken Fayle and Victor Leyden  
Ward Councillors: Gillian Edwards and Phil Rimmer

Gaynor Hawthornthwaite – Parish Clerk

The members of the public were welcomed to the meeting.

**1. APOLOGIES FOR ABSENCE**

Apologies received from Ward Councillor Lynn Stocks and Norley Parish Councillor Terry Harvey

**2. DECLARATIONS OF INTERESTS**

No declarations of interests.

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

- A member of the public asked if a get-well message could be sent from the PC to one of the Norley residents.
- There was a question about whether there was any update on the Cheshire Railings. The PC are continuing to follow up the affordable costs of the railings, the refurbishment/painting of some of the railings and the options of replacing with some other fencing.

**4. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11<sup>th</sup> SEPTEMBER 2023**

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

**5. MATTERS ARISING FROM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11<sup>TH</sup> SEPTEMBER 2023**

- **Speed Indicator Device**

The PC are following up the licence for the Blakemere Lane fixed SID and the installation of a bespoke pole. The PC are continuing to follow up the repair to the fixed SID on Norley Road.

**Action – Councillor O'Connor to follow up the installation of a bespoke pole and the licence.**

- The PC are continuing to follow up a permanent re-designed arrangement at the junction of Cheese Hill.
- The PC has identified a number of possible locations for the gateway signs, which are to be checked on the boundary map. The speed limit/wording for the signs, are all to be similar in design, colour and shape, with different short messages on each of them. Examples of Gateway signage were circulated at the meeting. The PC is to consider having the tree design on each one, the same design that is on the notice boards and Norley News.
- The PC are to discuss the proposals for the development for parts of the land at Sandycroft Farm, Crabmill Lane with CW&C and the Wildlife Group
- Two Handheld Speed Indicator Devices have now been purchased. Following the training that took place for the volunteers, on 4th and 9th October, the devices have been used for speed monitoring and worked well.
- Councillor O'Connor had followed up the enforcement of planning conditions that are attached to two previous planning applications which was raised by Councillor Harvey at the September PC meeting and had updated Councillor Harvey.
- The wreath for Remembrance Sunday has now been purchased. The Service on the 12<sup>th</sup> November will be held at 10am at St John's Church, Norley.
- The PC are to arrange a Village drop-in session for Norley residents with United Utilities

so that they can provide further information about the planned improvement works in Norley.

**Action – Clerk to arrange a date for the village meeting.**

- Councillor O'Connor is continuing to liaise with the landlady of the Carriers Inn about the installation of a defibrillator at the Carriers and is awaiting a response from Marstons Brewery.
- **Action – Councillor O'Connor to follow up with Marstons.**

## 6. COMMUNITY SPEEDWATCH UPDATE

The details of the Speed Indicator Device data for September had been circulated to the PC prior to the meeting and is to be published onto the PC website.

The Community Speed Watch Group mentioned that:

- Following on from the training to use the two new handheld speed indicator devices, the Speed Watch Group have now been advised not to use them until further training by the PCSO has been provided. Once the training has been provided, then roads that have been safety assessed will be added to the police warning letter database to enable police warning letters to be issued to motorists exceeding the speed limits.
- The high-viz jackets and clipboards have now been purchased by the Parish Council for the Community Speed watch volunteers.
- There has been no response from TWM to the repair to the SID device on Norley Road that has failed to connect to Bluetooth. The PC will continue to follow up.
- Members of the Community Speed Watch Group are continuing to liaise with the CW&C Traffic Management Officer about the speed monitoring issues and deterrents for parking on Blakemere Lane and Ashton Road. The Group are also liaising with the PCSO about any further training that is required for the handheld speed indicator devices.

Councillor O'Connor thanked the community speed watch group for all their work.

**Action – Clerk to publish the Speed Indicator Device data onto the PC website.**

**Action – Councillor O'Connor will contact TWM again about the repair to the SID on Norley Road.**

## 7. FUNDING OF THE PATH ON THE WASTE IN WEST VIEW ROAD

Following the information that had been received and circulated from the Wildlife Group, the PC agreed to donate £1300 from the CIL payment towards the path/hardstanding at the Waste in West View Road.

## 8. REMIT OF WILDLIFE GROUP

The PC and Councillor Edwards had met with the Wildlife Group recently to discuss putting a combined schedule of works together, with a clear definition of the wildflower areas and the areas where the grass needs to be cut on a regular basis, which the PC would maintain.

## 9. ENVIRONMENTAL IMPROVEMENT PROGRAMME

After considering the schedule of works, the PC also agreed to put together a programme of works to include environmental improvements for the village.

## 10. VILLAGE PLANTERS

There are five planters in the village. The ones that are located outside the primary school and at Hatchmere currently do not appear to have a volunteer to maintain them. The PC agreed that they should make a donation towards the upkeep of the planters following a check with the current volunteers who maintain them.

**Action – Councillor Crawford to check with the Horticultural Society which planters are being maintained and by whom.**

## 11. HONDSLUGH WOOD – DELAMERE FOREST EXTENSION

Following the information that had been received from the Forestry England, Councillor O'Connor attended the public event on 10th October at the Delamere visitor centre to look at the proposals. There does not appear to be any issues highlighted at this time. The access to the new wood will not be from Hondslough Lane and there is no request from Forestry England for access to the proposed new wood from Hondslough Lane. The proposal has to be approved by The Forestry Commission before it is commenced.

CW&C have confirmed that there would not be any requirement for planning permission to create woodland.

The PC will continue to monitor the plans going forward and have asked to be kept informed of the developments.

**12. CHRISTMAS TREE**

The PC agreed to purchase a Christmas Tree again this year, for the Village Green.

Councillor Crawford has the Christmas Tree lights, which will require new batteries, which the PC will fund.

**Action - Councillor Cornelissen to arrange the purchase and delivery of a Christmas Tree.**

**13. PLANNING**

The following Application had been circulated prior to the meeting:

- **23/02975/FUL** - Barnholt Norley Hall Farm Town Farm Lane Norley Northwich WA6 8NH: Single storey rear and front extensions, addition of rooflight and solar panels - Any comments to the Clerk by 1<sup>st</sup> November

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

*(Prior to discussion about the correspondence received from a group of residents on Gorse Close, Councillor O'Connor declared a personal interest in this item and did not take part in the discussion).*

- A letter had been posted to the Parish Clerk from residents relating to an issue on Gorse Close. This was received and noted by the PC. It was agreed that the writer of the letter should follow up their enquiry with Planning Enforcement and obtain their own legal advice. The PC cannot respond to the writer of the letter, as there is no name and address given on it.

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

**Chalc**

- Bulletins, Member Briefings, and training dates
- Town and Parish Connections Event: Planning - Wednesday 29th November 6pm to 7pm - Town and Parish Council representatives are invited to join Cheshire West and Chester Council's Planning Manager, Nick Smith

**CW&C**

- Draft Heritage Strategy - Public Consultation
- Statutory Review of Cheshire West and Chester's Polling Districts and Polling Places - Section 18C of the Representation of the People Act 1983

**Delamere Forest Monthly update**

- October 2023 Update

**Police and Crime Commissioner**

- Commissioner's Review 2023 Q3
- Working Together in Chester
- Annual Report 2022/23
- Crime Down. More Officers

**PCSO**

- September Monthly Update

**Cheshire Community Action**

- Annual General Meeting Invitation - Cheshire Community Action – 16<sup>th</sup> November

**Cheshire Fire Authority**

- Cheshire Fire Authority 2024-2028 Draft Community Risk Management Plan

**15. FINANCIAL MATTERS**

**Review of current Financial Position**

The PC account balance on the current account as at 1<sup>st</sup> September 2023 was £42536.30 and £6329.12 on the Business Reserve account at 29<sup>th</sup> September 2023

**Quarterly Audit**

Councillor Bakewell had completed the quarterly audit outside of the meeting and reported that

there were no issues arising from the audit checks. The PC are continuing to follow up a new online bank account and will amend the Standing Order for the Clerk's monthly salary once this has been set up.

#### **Community Infrastructure Levy**

The Clerk reported that a CIL payment of £1,675.96 for 2023/24 had been received from Cheshire West and Chester Council.

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 the Community Infrastructure Levy payments (£6989.48 and £2444.56, Totalling £9434.04). Currently, the following had previously been proposed/agreed:

- Playground Committee - £1500 allocated
- New door for the red phone box and installation – £1488.00 allocated
- Norley Bowling Club - £1000 allocated
- Norley Village Hall – proposal previously agreed for £2500 towards the refurbishment of Village Hall kitchen
- Donation towards the path/hardstanding at the Waste in West View Road, organised by Norley Wildlife Group - £1300 - allocated

Totalling £7788.00

#### **Action – clerk to complete the CIL 2022/23 Report form and return to CW&C.**

The following were approved for payment and cheques were signed:

- Grass Cutting Village Green 24 August and 7 September - £44 – Mr J R Dimelow
- Salary Arrears for Clerk's September and October 2023 Salary £43.40 x 2 = £86.80 and Reimbursement of Poppy Wreath (£20) - £106.80
- Restoration and repainting of three Norley Road Signposts - £2520.00 – Rock Graphics
- Chalc Planning Training for Councillor O'Connor - £30.00
- Reimbursement to Councillor O'Connor – Payment of Handheld Speed Indicator Devices - £563.94 (The PC had already agreed the purchase of these 2 devices in principle and approved the purchase of these 2 devices and delivery of £563.94 outside of the meeting).
- Reimbursement for the payment of the Village Litter Banners, on behalf of Norley News - £156.00
- Payroll for last 3 months – Rose Rowland - £57.60
- Reimbursement to Speed Watch Group for the Hi-Vis Velcro Jackets (£27.95) and 6 Clipboards (£16.49), totalling £44.44

#### **16. ANY OTHER BUSINESS**

- Councillor Crawford thanked the PC on behalf of the Norley Horticultural Group for the PC donation which went towards the payment of the marquees at the village show. Councillor O'Connor thanked the Norley Horticultural Group for all their hard work in the preparations for the Village Show.
- Councillor Bakewell asked if there was any update on the FACTCO broadband connections. The PC were not aware that there were any connections yet in Norley.
- Councillor O'Connor reported that:
  - an enquiry had been received from a member of the public relating to the Scout Hut planning application. The PC had advised they contact the Village Hall Committee as this was their planning application and the Parish Council did not have any further information about the applications progress.
  - Two members of the Wildlife Group have kindly carried out repairs to the Tommy at St John's Church in preparation for Remembrance Sunday on 12<sup>th</sup> November. The metal ties used to fix the Tommy to the ground had been damaged. The damage to the ties and some chipping on the inscribed tablet on the ground appear to have been caused when strimming was carried out nearby

the Tommy. The volunteers have added a paving slab near to the base of the Tommy in the hope that no further strimming will be required by the base. The NWG Volunteers were thanked for carrying out this work.

- Councillor Leyden mentioned the overgrown hedges and borders along some of the footpaths, which are narrowing the footpaths and making it difficult for pedestrians. Once the specific addresses have been identified, the Clerk will then write to the landowners.
- Councillor Cornelissen provided feedback from the last Village Hall Committee meeting:
  - The Village Hall Committee fundraising walking event held on 7<sup>th</sup> October raised nearly £2000.
  - The WI Christmas market is being held on 2<sup>nd</sup> December.
  - Work is ongoing for the plans for a new kitchen in the Village Hall.
  - There are proposals to make improvements to the entrance to the village hall. The PC thought that the CIL funding may be used to assist with the funding for these improvements.  
**Action – Clerk to note the funding of the Village Hall entrance as an agenda item for the November meeting.**
  - There is a musical event on 18<sup>th</sup> November at the Village Hall – The Bakerfield Band
- Councillor Bakewell reported that there has been positive feedback about the new itravel rural minibus services.

**17. DATE OF NEXT MEETING**

The date of the next meeting is **Wednesday 29<sup>th</sup> November 2023** at 7 pm at the NCK Centre.

Clerk to circulate a list of proposed 2024 PC meeting dates.

The Meeting closed at 8.45 pm