

**MINUTES OF THE ANNUAL MEETING OF NORLEY PARISH COUNCIL HELD ON WEDNESDAY
22ND MAY 2024 FOLLOWING THE ANNUAL PARISH MEETING**

PRESENT AT THE MEETING: Councillors: Deryn O'Connor (Chair), Steve Bakewell, Sally Cornelissen, Ann Crawford, Tony Duff, Terry Harvey and Vic Leyden

Councillor Gillian Edwards – Ward Councillor – Cheshire West and Chester Council

Gaynor Hawthornthwaite (Clerk)

The members of the public were welcomed to the meeting.

Prior to the Norley Parish Council Annual meeting, the following Annual Parish reports were presented at the meeting from:

1. Norley Parish Council
2. Norley Community Organisations Trust (JNCOT)
3. Norley Village Hall
4. Norley Wildlife Group
5. Norley School

1. APOLOGIES FOR ABSENCE

Apologies were received from Cheshire West and Chester Council - Ward Councillors Lynn Stocks and Phil Rimmer and Norley Parish Councillor Ken Fayle.

2. DECLARATIONS OF INTERESTS

There were no interests declared.

3. PUBLIC SPEAKING TIME/OPEN FORUM

A member of the public asked about an update on fields at Sandycroft Farm and the maintenance of the hedges on Crabmill Lane following the Village Meeting about it, which was held on 17th May.

The PC is to set up a working group to consider the matters relating to the community orchard and is to consult with residents.

4. ELECTION OF CHAIR/CHAIRMAN

Councillor O'Connor was elected as Chair for 2024/25. This was unanimously agreed. Councillor O'Connor accepted the position of Chair and is to sign the Declaration of Acceptance of Office form.

5. ELECTION OF VICE CHAIRMAN

Councillor Bakewell was elected as Vice Chairman for 2024/25. This was unanimously agreed. Councillor Bakewell accepted the position of Vice Chairman and is to sign 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.
- Councillors Cornelissen and Leyden to remain as the representatives for the Village Hall.
- 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 remain as the Common Land representative.

7. REVIEW OF WORKING PRACTICES

The PC policies have been reviewed and amended outside of the meeting and are to be approved at the June meeting.

The proposed 2024 meeting dates had been circulated.

8. APPROVAL OF MINUTES OF NORLEY PARISH COUNCIL MEETING HELD ON 22nd April 2024

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 22nd APRIL 2024

- **Fixed SID Location - Blakemere Lane**

The fixed SID on Blakemere Lane has now been installed.

The PC had followed up costs for the maintenance and costs of SIDs with other neighbouring Parish Councils and agreed that they should obtain a quotation from TWM for the maintenance of the 6 SIDs for 12 months.

- **Cheese Hill Junction**

The PC is continuing to liaise with CW&C Highways about a design to make this road closure permanent.

- **Cheshire Railings**

The PC is continuing to follow up the affordable costs and possible funding of the railings, the refurbishment/painting of some of the railings and the options of replacing with some other fencing.

- **Environmental Improvement Programme**

Work on the development of an Environmental Improvement Programme is continuing. The PC are following up the planting of a Service Tree, with a circular seat around it, by the 'Norley' sign that was due to be planted for the Queens Platinum Jubilee.

Action – Councillor Cornelissen to follow up with Phil Gifford.

- **Defibrillator**

Councillor O'Connor is continuing to liaise with the landlady of the Carriers Inn and The Tigers Head about the installation of a defibrillator. A response is awaited from Marstons.

- **Overgrown Footpath on Norley Lane**

Councillor Cornelissen is continuing to follow up a quotation for the re-instatement of the footpath and the pruning of the overhanging trees.

Action – Councillor Cornelissen to follow up.

10. COMMUNITY SPEED WATCH UPDATE

A member of the Community Speed Watch reported on the following:

- The April SID downloads had been circulated prior to the meeting, which were received and noted.
- The Bluetooth connection on the Speed Indicator Device on Ashton Road and Norley Road is not working correctly.
The PC is following up a maintenance contract for all six devices.
- The Community Speed Watch Group are working with Neil Flanagan, the Frodsham PCSO who is assisting with training and sending out warning letters. There are now 32 people that have been trained to use the handheld SID in Norley.
The PC was pleased to see the increase in volunteers being trained and thanked all members of the group.

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

- **Accidents at Hatchmere Crossroads**

Recently, there have been two accidents at Hatchmere crossroads. It is a dangerous junction due to excessive speed, poor visibility, and poor road markings at this junction and on Ashton Road. The Community Speed Watch Group asked that this be recorded in the minutes and be followed up with CW&C. Gerald Brown will send the Road Traffic Collision Information he has about this location to Councillor Edwards, Councillor O'Connor and PCSO Neil Flanagan.

Action – Councillor Edwards and Councillor O'Connor to follow up with CW&C Highways, Jamie Barron.

11. WEST VIEW ROAD – COMMON LAND

The PC have contacted the owners of the plot of land and are following up the issues relating to ownership, the boundary fencing and whether this needs to be moved as it appears some of the Common Land is within the plot fenced area but shown on the Land Registry as Common Land. One of the owners has responded to the Clerk and a site meeting for them and some Parish Councillors will be arranged to discuss.

Action – Clerk to contact the owner for suitable dates for a meeting.

12. UNITED UTILITIES UPDATE

A representative from United Utilities is to attend the June PC meeting to provide information on an update on the key points and their works in Norley. Councillor O'Connor read out the update that had been provided from United Utilities.

13. PLANNING

There were no planning applications for consideration since the April 2024 meeting.

14. CLERK'S REPORT AND CORRESPONDENCE

The following were mentioned:

- Following a complaint to CW&C Monitoring Officer, about the conduct of the Parish Council, the Monitoring Officer recommended urgent training on the NPC Member Code of Conduct be arranged.

Action – Clerk to organise training for all Parish Councillors and Parish Clerk with ChALC and confirm the date.

- An email had been received from a resident about the obstructed footpath outside The Rookery Norley Road.

Action – Clerk to follow up.

The on-going issue of the blocked grid on Cow Lane is being followed up by Councillor Edwards.

Councillor Edwards is continuing to follow up the road resurfacing on Blakemere Lane.

- Poppy Wreath

The PC had received information from the new Royal British Legion Poppy Appeal Organiser for the Norley area. The Clerk had followed up the costs of a wreath for Remembrance Sunday and the cost for a wreath with no centre is £20 and one with all poppies (which the PC usually orderS) is £25.

The PC agreed that they should order a poppy wreath for £25.00 for Remembrance Sunday from the Royal British Legion Poppy Appeal Organiser.

Action – Clerk to order the Poppy wreath.

The following had been received since the April 2024 meeting:

Chalc

- Bulletins and training dates

15. FINANCIAL MATTERS

The Balance Carried forward to 2024/25 is £39903.13 (£6374.77 Business Account and £33613.99 Current Account (minus 2 unrepresented cheques of £71.45 and £14.18)

The following were approved for payment and cheques were signed:

- Backdated Clerk's Salary Arrears Payment (May 2024) – New 2023/24 Salary Scales - £63.40 per month - Mrs G Hawthornthwaite.
- Grass Cutting and Verges - £296.00

14. ANY OTHER BUSINESS

The following were reported:

- Councillor Crawford
 - The Road Narrow Sign on High Street, on the left-hand side, before the Village Hall has disappeared.
Action - Clerk to report this to Highways so a replacement can be installed.
 - The hedge at the junction of Cow Lane with Bag Lane towards School Bank requires cutting back as it is restricting the line of sight and cars are driving into the middle of the road to avoid it. Clerk has twice written to the owner of the

property but has not received any response.

Action – Clerk to report to Highways.

- The Christmas tree on the village green has gone brown. The PC will arrange for it to be removed.
- Councillor Bakewell reported that the charging cable for an electric vehicle that was trailing across the pavement on School Lane has now been moved.
- Councillor Leyden mentioned that the defibrillator at the Village Hall does not have a key code pad. Prior to the purchase and installation of the defibrillator and cabinet North West Ambulance were consulted and they advised not to have a locking cabinet. This is due to the rural location and the lack of strong mobile phone signal in the area.
- Councillor Harvey
 - Is there any progress on the defibrillator at the Carriers and whether one could be installed at the Fortune Palace restaurant at Hatchmere Crossroads? Councillor O'Connor is still awaiting a response from Marstons. The PC agreed that the possibility of having one fitted on the outside of the restaurant could be beneficial particularly due to Road Traffic Collisions at the Crossroads.
Action – Councillor Harvey to discuss the possibility of locating a defibrillator and cabinet there with the restaurant owners.
 - There is an overhanging hedge on the B5152, near to the mobile home park near the Carriers Inn. It is impossible to pass with prams/wheelchairs.
Action – Clerk to report the overhanging hedge to the CW&C Tree Officer and to arrange for a reminder about cutting back hedges to be put in the Norley News. Councillor Bakewell suggested putting a reminder about hedge cutting in the Norley News first edition of each year and this was agreed.

15. DATE OF NEXT MEETING

The date of the next meeting **Monday 24th June at 7.00 pm at the NCK Centre.**

The meeting closed at 9.05 pm.