

**MINUTES OF A MEETING OF NORLEY PARISH COUNCIL HELD ON MONDAY
23rd JUNE 2025 AT 7.00 PM AT THE NCK CENTRE, NORLEY**

PRESENT AT THE MEETING

Norley Parish Councillors: Deryn O'Connor (Chair), Gerald Brown, Ann Crawford, Tony Duff, Vic Leyden and Liz Robinson

Cheshire West and Chester Council Ward Members – Councillors Lynn Stocks and Gillian Edwards

PCSO Neil Flanagan (for part of the meeting)

Gaynor Hawthornthwaite – Parish Clerk

The members of the public were welcomed to the meeting.

1. APOLOGIES FOR ABSENCE

Apologies received from Norley Parish Councillors Sally Cornelissen, Terry Harvey and Steve Bakewell.

2. CO-OPTION TO THE PARISH COUNCIL VACANCY

Gerald Brown had expressed an interest in joining the Parish Council to fill the Parish Councillor vacancy. It was proposed and seconded that Gerald be co-opted as a Norley Parish Councillor. This was unanimously agreed. Gerald accepted the position of a Norley Parish Councillor and was welcomed to the meeting.

Action – Councillor Brown to complete the Declaration of Acceptance form and the Register of Interests form and return to the Clerk.

3. DECLARATIONS OF INTERESTS

No known declarations of interests.

**4. CHANGES TO PLANNING LEGISLATION, NEIGHBOURHOOD PLAN AND CW&C LOCAL PLAN
UPDATE FROM ROB CHARLEY, HEAD OF PLANNING CW&C**

Rob Charley was in attendance to provide an update on the CW&C Local Plan and the changes to the Neighbourhood Plan Policy and Framework.

The PC noted that there is to be a planning consultation and update to be circulated by CW&C commencing in July and agreed to put a link to the consultation in the July minutes of the next PC meeting. CW&C new Local Plan is scheduled to be completed by end of 2026. The Norley Housing Needs Survey due to be carried out this year will go ahead and the updated Neighbourhood Plan is due in 2030.

Action – Clerk to add CW&C New Local Plan Consultation to July meeting agenda.

5. PUBLIC SPEAKING TIME/OPEN FORUM

Update from PCSO Neil Flanagan

PCSO Neil Flanagan reported that there were no reportable incidents for Norley in May 2025. Speed enforcement is continuing on Post Office Lane and Delamere Road and was also undertaken on the days of the Forest Live Concerts.

The PCSO Surgeries are to continue at Norley Village Hall and a National Speed Watch Day is being held on 11th July.

6. APPROVAL OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 21ST MAY 2025

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

7. MATTERS ARISING FROM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21ST MAY 2025

- **Environmental Improvement Programme**

The Work on the development of an Environmental Improvement Programme is ongoing.

- **Speed Measurements on Fingerpost Lane**

The speed limit assessment on Finger Post Lane has been postponed due to the united utility roadworks and road closure on Norley Road. To get a true reflection of traffic speeds this will now take place in September after the road closure and after the 2025 summer school holidays.

- **St John's Church War Memorial**

Councillor Edwards and Councillors O'Connor, Bakewell and Cornelissen had met with Reverend Hilary Merrington to discuss a potential location for a war memorial area at St Johns Church. The plans for this are progressing and are ongoing.

- **Red Telephone Box**

Councillor Crawford is following up a quotation from Kingsley Electrical Services for electricity connection in the Red Telephone Box.

8. APPOINTMENT OF REPRESENTATIVES AND OFFICERS

- All members of the Council to be 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 Robinson to be the representatives for the Village Hall.
- Councillor O'Connor to remain as School Governor at Norley C of E School
- Councillor Brown to be the Data Protection Officer.
- Councillor Harvey to remain as the Common Land representative.

9. REVIEW OF WORKING PRACTICES/MEETINGS 2025/26

The policies are to be reviewed in November when the budget is reviewed, prior to considering the Precept Request in January.

The 2026 PC meetings dates to be approved at the November PC meeting

10. COMMUNITY SPEEDWATCH UPDATE

The details of the Speed Indicator Device data and fixed figures for May 2025 had been circulated to the PC prior to the meeting and are to be published onto the PC website.

The following speed indicator device data was received and noted:

In summary:

Vehicles continue to exceed the prosecution speed limit on Ashton Road, Blakemere Lane, Delamere Road and School Bank.

The fixed SID devices continue to exhibit a low level of reliability.

Ashton Road (Exit Speed)

37.8% (6,048) of vehicles exceeded the 30-mph speed limit, 11.9% (1,906) of vehicles exceeded the prosecution speed limit of 35 mph. **The maximum exit speed was 66.4 mph.**

Blakemere Lane (Peak Speed)

51% (16,812) of vehicles exceeded the 30-mph speed limit, compared to 43.3% (13,424) in April. 14.2% (4,695) of vehicles exceeded the prosecution speed limit of 35 mph, compared to 12.2% (3,805) in April. The volume of traffic increased by 6.6% compared to April, this is related to the road closure on Norley Road and related diversions during the period. **The maximum peak speed was 79.1 mph.**

Delamere Road (Exit Speed)

54.3% (18,472) of vehicles exceeded the 30-mph speed limit, 21.8% (7,397) of vehicles exceeded the prosecution speed limit of 35 mph. **The maximum exit speed was 62 mph.** The volume of traffic increased by 30% compared to April 2025, this is related to the closure of Norley Road and related diversions during the period.

The vegetation that was obscuring the 30-mph sign on Delamere Road has been removed.

Fingerpost Lane (Peak Speed)

The Fingerpost Lane SID was remediated such that data was available for April and May.

April 2025

20.5 (3,483) of vehicles exceeded the 40-mph speed limit, 3.1% (520) exceeded the prosecution speed limit of 46 mph. **The maximum peak speed was 68 mph.**

May 2025

21 (1,914) of vehicles exceeded the 40-mph speed limit, 2.9% (267) exceeded the prosecution speed limit of 46 mph. **The maximum peak speed was 65.4 mph.**

The volume of traffic on Fingerpost Lane reduced by 46% between April and May, this is related to the closure of Norley Road and related diversions during the period.

Norley Road (Exit Speed)

Despite repeated attempts to download the data the Norley Road SID was not operational. It also did not indicate speed.

School Bank (Peak Speed)

85% (2,787) of vehicles exceeded the 20-mph speed limit. 54% (1,766) of vehicles exceeded the prosecution speed limit of 24 mph. **During the period one vehicle was travelling at 43.7 mph at 13:45 on the 24th May, 1 vehicle was travelling at 43.07 mph at 13:02 on the 31st May.**

Norley SID Maintenance Report May 25

All six devices were cleaned and inspected with minor repairs being undertaken as required including fixing a loose display in the Ashton Road device. The solar panel outputs and the battery levels were all checked, one battery was removed and recharged.

The Bluetooth connections on all devices were checked. Some devices were not working consistently and needed some alterations to the internal set up to remedy this.

In addition to the general maintenance visit, the display on the device on Fingerpost Lane wasn't working. This required a separate visit following discussions with TWM to ascertain the likely issue. A fault was found with the radar unit, and this has now been fixed and the display is working again.

All six devices are working effectively.

11. SANDYCROFT MEADOWS

Councillors Bakewell is continuing to explore the options for the meadows development and putting in place a plan for the cutting of the hedges with CW&C. This should sometime in the Autumn. A Sandycroft Meadows village engagement meeting has been arranged for Monday 21st July at 6 pm to 7pm. There will be a presentation and workshop prior to the Parish Council meeting. Roger Goulding, CW&C and Phil Kersh from Life for a Life will be speaking.

Action – The village meeting to be advertised on the PC website, village noticeboards, The Stores and Norley Facebook page.

12. FOREST LIVE FEEDBACK

Following the parking and traffic problems that occurred with the taxi drop off and pick up points in the village during the evenings of the Delamere Forest concerts, the Parish Council are to write to Forestry England and the local MP detailing the problems that occurred at the Hatchmere Crossroads. Two Parish Councillors had been out at the Hatchmere Crossroads observing and PCSO Flanagan had attended for periods during some of the concert evenings and dealt with issues while present. Two enforcement officers had attended on two of the evenings prior to the events commencing, between 5pm and 7pm. The enforcement officers did not attend after the concerts finished which is when most issues arose with taxis picking up at Hatchmere Crossroads rather than the designated pick-up place and incidents of anti-social behaviour were taking place. Councillor Edwards is making enquiries about the possible use of the disused car park opposite the Carriers Inn. This is owned by the Forestry Commission but currently leased to United Utilities until 2026.

Action – Councillors O'Connor and Brown to follow up.

13. SCOUT HUT REFURBISHMENT

The Scouts have decided to keep the Scout Hut on Crabmill Lane and the Scouts Committee are looking into the options of re-building the hut and funding opportunities.

14. PLANNING MATTERS

25/01503/FUL – 6 Norley Lane: Demolition of existing conservatory, single storey rear extension, porch to the north-east elevation, alterations to windows on existing ground floor rear elevation and additional side doorway to replace window, solar panels to rear roof.

Any PC comments to be sent to the Clerk.

15. CLERK'S REPORT AND CORRESPONDENCE

An enquiry had been received from a resident relating to a speed limit reduction on part of Norley Road.

Action – Clerk to respond that the Parish Council are continuing to follow up with CW&C and advise them to also write to CW&C.

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

Chalc

- Chalc Bulletins, Member Briefings, and training dates
- Cheshire West Online Connections - DEVOLUTION- 1st July at 6pm
- CW&C Local Transport Plan Consultation which ends on 17th August.

CW&C

- Cheshire and Warrington Devolution - 24 Questions and Answers
- June 2025 Delamere Forest monthly update.

Police and Crime Commissioner

- SWAP Summer Support Fund - Up to £2k available for groups

16. FINANCIAL MATTERS

Review of current Financial Position

For 2025/26 the PC will review actual expenditure against the budgeted expenditure and reserves on a quarterly basis.

Online Banking - Unity Trust Bank

Councillor O'Connor reported that a transfer of £40,000 from the PC current account to the savings account has been set up, which will leave a working balance of £6,607.34 in the current account. The only standing order that is set up is for the Clerk's salary, which is £286 per month.

Community Infrastructure Levy (CIL) Monies

There is an amount of £5991.16 CIL amount which is still to be allocated in 2025/26.

A CIL payment of £4315.20 had been received from CW&C on 28th October 2024 and a payment was also received on 18th March 2024 of £1675.96.

Approval of 2024/25 Annual Audit Return

- Completion of Section 1 – Annual Governance Statement 2024/25: The PC considered and voted on points 1-8 of the Statement in Section 1, which was approved, and the form was signed by the Chair and the Responsible Financial Officer.
- Completion of Section 2 – Accounting Statements 2024/25: The PC considered the Statement in Section 2, which was approved, and the Chair and Clerk signed the form.
- **Certificate of Exemption**
Approval of Exemption Certificate After consideration of the Certificate of Exemption, the PC agreed that as the PC annual gross income and annual gross expenditure for 2024/25 did not exceed £25,000, the PC wished to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Small Authorities) Regulations 2015. The form was signed by the Chair and the Clerk/Responsible Financial Officer.
- **Approval of 2024/25 Accounts**
The end of year accounts were received and approved.

Balance brought

forward	39817.50
Receipts	19558.56
Payments	13690.82
	45685.24

Bank Balances

Deposit Account	6464.50
Current Account	38569.45
Unity Savings Account	501.87
Unity Current Account	149.42
	45685.24

Balance Carried

Forward

45685.24

Approval of Internal Auditor's Report 2024/25

The PC are to review the Internal Auditor's Report for 2024/25 outside of the meeting and report back to the July PC meeting.

Action – Councillors O'Connor and Bakewell and Clerk to follow up outside of the PC meeting.

Action - Clerk to return the Certificate of Exemption to the External Auditor and to arrange for the 2024/25 Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statements, Certificate of Exemption and the Exercise of Public Rights Accounts to be displayed on the PC website and noticeboard.

Appointment of Auditor for 2025/26

It was agreed that JDH Business Services Limited should be asked to complete Norley PC internal audit for 2025/26.

Action – Clerk to notify JDH Business Services Limited

Grant Application Request

The PC had received a Small Grants Application Form for £47.95 funding towards weed control to clear the Memorial Garden path for from Norley Wildlife Group for consideration.

The PC agreed to donate £47.95 to the Wildlife Group.

Approval of the following bacs payments:

- Reimbursement for Printer Cartridge (£53.14) and 2 reams A4 copier paper (£9.80), totalling £62.94 - Mrs G Hawthornthwaite
- Grass Cutting by the Norley Sign (£100), Mowing of Village Green on 09.06.25 (£25) and on 26.06.25 (£25) totalling £150
- Rock Graphics – Maintenance and repair – SIDs - £402.00 and call out charge Norley Road SID - £90, totalling £492
- Room Bookings NCK Centre Parish Council meetings May 2024-April 2025 - £330
- Open Spaces 2025/26 Membership - £45
- Cheshire Community Action Membership 2025/26 - £50
- Grant application Norley Wildlife Group for Weed Control to clear the Memorial Garden path - £47.95
- Tax due on Clerk's salary for Quarter 2 - £201.00 – HMRC.

17. ANY OTHER BUSINESS

The following were mentioned:

- **Councillor Crawford** asked if there was any update on the Haulage Yard. The PC are following this up with CW&C.
- **Councillor Leyden** enquired about the PC's progress in following up community projects in which United Utilities could assist funding and or volunteering. The PC are following up possible funding for a number of village projects. One proposal is funding towards the refurbishment of the Village Hall car park. Quotations are being obtained for this work which is about £10,000. The Head Teacher at Norley Primary School has asked United Utilities to assist both financially and with their volunteer programme to support with work in the playground areas at school.
- **Councillor Duff** asked whether the large paint tray that had been left behind by CW&C could be removed. Councillor Edwards to follow up with CW&C.
- **Councillor O'Connor** mentioned that a remote meeting has been arranged with Jamie Barron, CW&C Highways on Wednesday 2nd July to discuss proposals for Cheese Hill Lane. Councillors O'Connor, Bakewell and Brown are to meet highways representatives including Ian Rutherford on 22nd July to discuss proposals to assist speed reduction in the village.

Councillor Edwards is continuing to follow up:

- An update on the Haulage Yard
- The location of a War Memorial at St Johns Church

- Exploring the options of the car park opposite the Carriers
- The ownership of the hedge on Cow Lane which requires cutting
- The plans for the Scout Hut on Crabmill Lane by the Scouts Group
- The possibility of having a family afternoon at St John's Church, sometime in August to commemorate VJ Day.

And reported that:

- The Woods Lane enforcement has now been withdrawn and another will be issued.
- The Summer Reading Scheme commences on 15th July
- Has requested a 'Call-in' for the Cobnut planning application for a new house, where the swimming pool was.

Councillor Stocks reported that further details are awaited on Devolution and the CW&C Local Transport Plan Consultation which ends on 17th August.

18. DATE OF NEXT MEETING

The date of the next meeting is **Monday 21st July 2025** at 7 pm after the Sandycroft Meadows presentation and engagement session, which will start at 6pm.

The Meeting closed at 9.00 pm.