

## **Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 5 September 2017**

**Present:** Cllr J Stobart (Chairman); Cllr M Neale; Cllr Miss A Birch; Cllr R Mann; Cllr Mrs A Mace-Leska, Cllr Sparkes  
**Parish Clerk:** Mrs Jennifer Bendall  
**Public:** -  
**Apologies:** WCC Cllr L Caborn who was on holiday

### **1. Chairman's notice regarding the recording and filming of the meeting**

The notice regarding the recording and filming of meetings was displayed for those present to read.

### **2. Record of members present**

Noted.

### **3. Apologies and acceptance of reasons for absence**

Noted.

### **4. Declaration of Interest (existence and nature) on Items on the Agenda**

None.

### **5. Public Comments**

None.

### **6. To approve the Minutes of the Ordinary Meeting held on 25 July 2017**

The minutes of the Ordinary Meeting held on 25 July 2017 were taken as read, approved and signed.

### **7. Chairman's / Clerk's report**

None.

### **8. Matters arising**

- Emergency plan – there was a discussion regarding the draft Emergency Plan and the need for Norton Lindsey to have such an in-depth plan. It was agreed that the Clerk would find out what, if any, the legal requirements are and report back to the next meeting.

### **9. Parish Council Action Plan update**

- CSW – the Clerk advised that training for the Community Speedwatch Programme would take place on 14 September.
- Website – the new website was discussed and it was agreed that the revised format was clearer and easier to navigate. The Clerk advised that there were still a few amendments to be done. The Councillors expressed thanks to the Clerk for her work in updating the site, and it was agreed that the Clerk would put a notice in the next parish magazine advertising the new web address and encouraging people to use the website.
- Village Hall – nothing new to report.
- Community Hub at the New Inn – it was noted that permission for the community shop had been granted.

### **10. To receive feedback from the SLCC Data Protection webinar attended by the Clerk**

The Clerk gave a brief report on the webinar, and advised that new legislation would take effect in May next year. She ran through what impact the changes to the legislation would have on Norton Lindsey Parish Council, and advised that much work would be required to ensure the Council's compliance. It was agreed that the Clerk would attend the briefing on Data Protection being arranged by WALC (see correspondence).

#### **11. To discuss and consider a Section 137 Grants Policy**

Following discussion, it was agreed that there was no need to change NLPC's current practice for issuing grants to local groups.

#### **12. To discuss issues within the Parish relating to highways (eg. the state of the roads, parking, overgrown hedges, etc)**

- Wolverton Road – it was agreed that as no additional work had been done to rectify the poor road surface of Wolverton Road, the Clerk would chase County Highways
- Street Light – the two street lights on Wolverton Road that weren't working had been reported to WDC. The light by Curliue Lane had been fixed, but the one by the phone box was still not working. The Clerk has chased WDC.
- New Road hedge – it was noted that the hedge on New Road is starting to encroach on the carriageway. Cllr Mann and Cllr Sparkes to contact the landowners to request that it is trimmed back.
- Dangerous tree, Main Street – it was noted that following the Parish Council's letter to the landowner, the dangerous tree on Main Street had been inspected and found to be rotten, and as a result had been cut down.
- Green road off Canada Lane – it was noted that the green road at the end of Canada Lane was generally overgrown, although one of the landowners has partially cut the undergrowth back. The Clerk to report to WCC.

#### **13. Correspondence and Communications Report (circulated to Councillors prior to meeting)**

The correspondence received since the last Ordinary Meeting of NLPC was noted. In response to a letter received regarding the planning application at the Poultry Farm, it was noted that NLPC can only comment on planning applications when they are submitted, and that if a new planning application is submitted for this site NLPC will follow its usual process and give it due consideration. Correspondence from WALC regarding training for the new data protection legislation was discussed, and it was agreed that the Clerk would attend the training when arranged.

#### **14. Finance Matters**

##### **14.1 Payments received since last meeting:**

NatWest Bank Plc – interest. Noted.  
Cambridge & Counties - interest. Noted.

##### **14.2 Payments made since last meeting:**

Clerk's Salary – July and August 2017. Noted.

##### **14.3 Expenditure for approval:**

SLCC – Data Protection Webinar. Agreed.  
Cumbria Clock Company – annual servicing of Church Clock. Agreed.

##### **14.3 Income and expenditure year to date**

Noted.

#### **15. Planning Matters**

##### **15.1 Planning applications received:**

None

##### **Decisions received:**

Cannings Farm Cottage W/17/1232 (erection of shed) – permission refused  
Cannings Farm W/17/0911 (change of use) – permission granted  
New Inn W/17/0966 (erection of shop/disabled WC) – permission granted

##### **15.2 Planning application updates received:**

12 Mill Close W/17/0997 (Erection of a first floor side extension; a single storey rear and front extension) – application withdrawn  
The Clangers W/17/0520 (Proposed demolition of part of existing dwelling, and construction of one new detached dwelling to the south, etc) – application withdrawn

**15.3 To discuss general planning matters or any matters of concern regarding building works within Norton Lindsey (parish or village)**

There was discussion about the joint boundary hedge at Furlong, Canada Lane, which had been removed during building work. It was noted that a boundary fence had been erected, and the hedge would be reinstated in Autumn.

**16. Parish Report**

None.

**17. Date of Next Meeting**

Tuesday 10 October 2017 – Ordinary Meeting

The Chairman closed the meeting at 9.14 pm