

**Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 9 February 2016**

**Present:** Cllr J Stobart (Chairman); Cllr Miss A Birch; Cllr M Neale; Cllr R Mann; Cllr Mrs A Mace-Leska; WCC Cllr L Caborn; WDC Cllr P Phillips

**Parish Clerk:** Mrs Jennifer Bendall

**Public:** 3

**Apologies:** Apologies were received from Cllr K Sparkes who was on holiday, and WDC Cllr A Rhead who was attending a WDC Finance & Audit Meeting

The Chairman welcomed Mr Peter Webber, Chairman of the Village Hall Committee, and Mr Dan Robinson, from WDC, to the meeting.

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

None.

**3. Public Comments**

One member of the public raised concerns regarding speeding and the amount of traffic on Curlieu Lane which has progressively got worse. Discussion took place about possible measures that can be put in place to help resolve the issues.

**4. To Approve the Minutes of the Ordinary Meeting held on 12 January 2016**

The Minutes of the Ordinary Meeting held on 12 January 2016 were taken as read, confirmed and signed.

**5. Chairman's Report**

None.

**6. Matters Arising**

Cllr Neale confirmed that a nomination to the New Year Honours for 2017 has been made. The Chairman sought clarification regarding the new law regarding pensions.

**7. Parish Council Action Plan for 2015-16 Update**

The Clerk gave a brief progress report on the Community Speedwatch Programme and advised that the police vetting forms completed by the volunteers had been submitted to the Police for checking.

Cllr Mrs Mace-Leska gave an update on the issue of dog fouling in the parish. She confirmed that the Dog Warden had been contacted and had agreed to patrol the area and park in prominent locations on a few occasions, and also to investigate increased signage on the playing field. The Dog Warden advised that WCC does not provide poo-bag dispensers and that it frowns upon the use of spray paint to mark poo as it is considered to be graffiti. Cllr Mrs Mace-Leska advised that she had looked into the legislation surrounding the use of CCTV and that it is the land-owner who is

responsible for data-protection. It was agreed that there would be further investigation into increased signage and a leaflet drop to all dog-owning households in the Parish, and also a meeting with the Cricket Club groundsman to ascertain where the fouling problem is worst on the playing field.

The Clerk advised that she had contacted WCC regarding obtaining footpath signs to ensure paths are clearly marked within the Parish, and had been told that WCC don't provide signs to untrained people. The Clerk is awaiting information regarding training.

Cllr Neale advised that there were some out-of-date items on the website, and the Clerk agreed to update it.

**8. To Discuss Issues Within the Parish Relating to Highways (eg. the state of the roads, parking, overgrown hedges, etc)**

Discussion took place regarding the overgrown hedge down New Road and the trees recently blown over in this hedge due to high winds. It was agreed that the landowners would be contacted to request that trimming back of the hedge is carried out as a matter of urgency.

It was noted that the unofficial layby near the junction of Littleworth Road and Watery Lane had not been reinstated, but that vehicles had started to use it again.

The Clerk advised that the poor road surface on Church Road had been reported to County Highways but that there had not yet been a response.

The Clerk also confirmed that an official request had been made to WCC Cllr Caborn for financial assistance with the funding of traffic calming measures within the Parish. It was agreed that Curlieu Lane would be included when planning these measures.

Concerns were raised about the recent severe flooding on Snitterfield Road at Luscombe Farm in Snitterfield Parish. It was agreed that in the first instance the Clerk would request that the gullies be emptied.

**9. To Receive a Report from the Chairman of the Village Hall Management Committee**

Mr Webber gave a report on plans for the refurbishment of the Village Hall, and advised the provisional drawings and costings for extending and modernising the Hall. He detailed what funds are currently available and the other sources of income and grants which may be available. The estimated timescale for completion of these works will be 18-24 months.

**10. To Discuss Neighbourhood Plans**

Mr Robinson briefed the meeting on Neighbourhood Plans, and detailed the advantages and disadvantages of having/not having one. He explained the process of undertaking a Neighbourhood Plan, and the timescales and potential costs involved, and advised what funding might be available. It was agreed that the issue would be brought up at the Open Meeting in April and that Mr Robinson would be invited to attend the meeting to answer any questions from members of the public.

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

The correspondence was circulated to Councillors prior to the meeting. The Clerk drew attention to the recent NALC update to financial regulations, and advised that she would study it in detail and report back at the March meeting, and also correspondence from WALC concerning changes to the audit arrangements. Attendance at the WDC Training/Support Session for Parish and Town Councils, the WALC Warwick meeting, the WALC Annual Briefing Day and WCC Chairman's Open Evening was discussed. A letter from Rosconn concerning land to the west of New Road was discussed at length and it was agreed that there would be no benefit to the Parish Council from Rosconn attending a future meeting.

**12. Finance Matters**

12.1 To note payments made since last meeting:

Clerk's January Salary

12.2 The Clerk gave a report on the WALC End of Year Financial Procedures event that she had attended, and the forthcoming changes to the audit process which had been explained at the event.

**13. Planning Matters**

13.1 To receive update on existing planning applications:

The Spinney, Snitterfield Lane (W/15/2052) – permission granted  
9 Hawkes Hill Close, New Road (W/15/1936) – permission granted  
Kingswood, New Road (W/15/0628) – appeal dismissed

13.2 To discuss matters of concern regarding building works within Norton Lindsey Parish: Concerns had been raised by a member of the public concerning the recent construction of the stable block at Cherry Trees on Canada Lane and potential change of use. Following discussion it was agreed that there was currently no reason for concern, but that the situation would be monitored.

**14. Parish Report**

Cllr Mann advised the Parish Council that Littleworth Farm was in the process of submitting an agricultural planning application.

WCC Cllr Caborn briefly explained that the new road signage on/near Watery Lane was being installed in response to calls for traffic calming measures. He also confirmed that WCC budgets had now been set, and that the road maintenance contract had been re-tendered.

WDC Cllr Phillips gave a brief update on the Local Plan which is due to be published on 16 February, and he advised that the Council Tax proposal was due to go to the Executive on 10 February.

**15. Date of Next Meeting**

8 March 2016

The Chairman closed the meeting at 9.50pm.