

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 25 July 2017

Present: Cllr J Stobart (Chairman); Cllr M Neale; Cllr Miss A Birch; WCC Cllr L Caborn; WDC Cllr P Phillips
Parish Clerk: Mrs Jennifer Bendall
Public: -

Apologies: Apologies were received from Parish Cllrs K Sparkes who was on holiday, R Mann who was working and Mrs A Mace-Leska who was unwell, and WDC Cllr A Rhead who had a prior commitment

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

Cllr M Neale declared an interest in item 12.4.

5. Public Comments

None.

6. To approve the Minutes of the Ordinary Meeting held on 13 June 2017 and the Extraordinary Meeting held on 22 June 2017

The minutes of the Ordinary Meeting held on 13 June 2017 and the Extraordinary Meeting held on 22 June 2017 were taken as read, approved and signed.

7. Chairman's / Clerk's report

The Clerk reminded the Councillors to check if their DPI forms needed to be updated.

8. Matters arising

- Emergency plan – the draft emergency plan is to be forwarded to Councillors for amendment.
- Data protection – see item 12.5 below.
- Computer backup – the Clerk advised that she had concerns regarding the safe storage of data in the cloud, and that she would report back when more information is known about the impact of the new data protection legislation on parish councils.
- Playground maintenance – it was noted that the grass around the playground has been mown.

9. Parish Council Action Plan update

- Website – the Clerk advised that data from the old website had been transferred across to the new one by Mr M Goosens, and the Councillors expressed thanks to Mr Goosens for his efforts. The Clerk is to revamp the website during August for Councillors to review at the September meeting.
- Community Speedwatch Programme – the Clerk advised that things were progressing and that she was awaiting dates for training.
- Village Hall – it was noted that following the Extraordinary Meeting held in June, NLPC had written to the Village Hall Committee pledging a donation of £35k subject to conditions being met. Discussion took place regarding the progress of fund raising, and it was agreed that the situation would be monitored.

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

- Following confirmation from WCC County Highways that there were a number of carriageway repairs on Wolverton Road still to be completed, it was agreed that the situation would be monitored.
- It was noted that two street lights on Wolverton Road were not working – the one opposite Curlieu Lane and the one by the phone box. The Clerk to report to WDC.
- Following correspondence received regarding the state of the tree opposite Townsend House on Main Street, the trunk of which has split, it was agreed that the Clerk would ask if WCC County Highways could assess the risk, and also write to the landowner expressing the concerns regarding the tree and requesting that the tree be inspected as a matter of urgency. It was agreed that the letter would be sent by Royal Mail 1st Class Signed For.
- It was agreed that the Clerk would report to WDC that some rubbish had recently been left on the side of the road by travellers, and would request that it be removed before wildlife could get into it.
- The Councillors asked WDC Cllr Phillips if there was any update regarding dog bins/waste collection. Cllr Phillips advised that there has been no update to date, and asked that the Clerk send an email to remind him of the details of sealed bins.
- Discussion took place regarding the issue of speeding traffic in Lower Norton and the poor state of the carriageway, and WCC Cllr Caborn updated the meeting with details of the proposed closure of the road to enable a full assessment to be undertaken.
- WCC Cllr Caborn advised that he would look at additional traffic calming measures on Curlieu Lane in conjunction with the assessment of Lower Norton.

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

The correspondence received by NLPC was noted. Items of particular note were discussed and action was agreed as follows:

Following an email received from WALC regarding the WALC Chairman visiting a future Parish Council meeting, it was agreed that an invitation would be issued but it was noted that there were no issues that need to be brought to the Chairman's attention. A letter received regarding the tree on Main Street was discussed and action agreed (see item 10 above). Correspondence regarding rural policing contact details is to be forwarded to the Neighbourhood Watch. It was agreed that the Clerk would respond to an email from WALC on the subject of neighbourhood plans that NLPC does not have one and that there are no plans to undertake one. R&R Architects, representatives of which had attended past NLPC meetings regarding the Poultry Farm site, wrote asking if the need for affordable housing as identified in the Housing Needs Survey had already been addressed elsewhere in the parish. The Clerk to respond.

12. Finance Matters

12.1 Payments received since last meeting:

NatWest Bank Plc – interest. Noted.

Mrs J Bendall – repayment of PAYE (NB. this payment was reported at the May 2017 meeting but due to an internet banking error it had not gone through). Noted.

12.2 Payments made since last meeting:

Clerk's Salary - June 2017. Noted.

12.3 To note expenditure for approval:

Mrs J Bendall - Clerk's Expenses. Agreed.

Norton Lindsey & Wolverton Cricket Club. See item 12.4 below.

12.4 To consider payment of the grant to the Norton Lindsey & Wolverton Cricket Club

Cllr Neale declared his interest. As the majority of the depot money is held in the Cambridge and Counties 95-day account and therefore subject to a three month transfer delay, the Clerk recommended that the grant should be paid from the remainder of the depot funds held in immediately accessible Reserve Account with the balance paid out of the Current Account, to

enable to grant to be paid quickly. She will then arrange for the sum paid out of the Current Account to be transferred back from the 95-day account. As Cllr Neale had declared an interest and was therefore unable to vote, there were not enough Councillors present at the meeting to be quorate. It was agreed that the Clerk would email all Councillors except Cllr Neale to get a decision on this action.

12.5 To consider the Clerk's request to attend an SLCC webinar on Data Protection

Agreed.

12.6 To note internal audit of accounts

The Clerk advised that Cllr Mrs Mace-Leska had conducted an internal audit of the accounts and that everything was in order.

12.7 Income and expenditure year to date

Noted.

13. Planning Matters

13.1 To note and comment on planning applications received:

Cannings Farm Cottage, Snitterfield Lane W/17/1232 - Erection of 30.5m x 12.2m (100ft x 40ft) Agricultural Livestock/General Purpose Shed with 1.5m (5ft) overhang

It was agreed that NLPC's response was neutral.

Littleworth House, Warwick Road W/17/0983 – Erection of a single storey link extension and conversion of existing garage into habitable room.

It was agreed that NLPC's response was neutral.

13.2 To note decisions received:

None

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

There was a brief discussion regarding the hedge adjoining the property Furlong on Canada Lane, which had been removed to enable building work to be undertaken. It was agreed to defer the discussion until all Councillors were present at a future meeting.

14. Parish Report

WDC Cllr Phillips reported that £170k had been approved for defending locations in the district against travellers and gypsies, and was due to be implemented during this financial year. There was a brief discussion regarding locations for permanent sites. Cllr Phillips advised that an invitation was due out to parish councils to attend a meeting on 14 September to discuss the issues surrounding travellers.

A fly tipping enforcement paper is due out, in co-operation with Rugby BC.

Following the recent tragedy at Grenfell Tower, there was a brief discussion regarding tower blocks in the district, and Cllr Phillips advised that WDC was working closely with the fire service and tower blocks were being upgraded where necessary.

WCC Cllr Caborn advised that following the recent inspection of children's services, the inspectors had reported that the service needs improvement. Additional social workers are being recruited. The adoption service was good but it had not been running long enough to provide the necessary evidence.

Discussion took place regarding issues facing the children's service, and Cllr Caborn advised that there was a consultation out on children's centres.

15. Date of Next Meeting

Tuesday 5 September 2017 – Ordinary Meeting

The Chairman closed the meeting at 9.26pm