

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 10 October 2017

Present: Cllr J Stobart (Chairman); Cllr M Neale; Cllr Miss A Birch; Cllr R Mann; Cllr Mrs A Mace-Leska;
Cllr K Sparkes

Parish Clerk: Mrs Jennifer Bendall

Public: 2 members of the public

Apologies: WCC Cllr L Caborn who had a prior engagement; WDC Cllr P Phillips 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

Cllr R Mann declared an interest in both agenda item 15.1 (the planning application at Horsebrook Farm had been made by a family member) and agenda item 10.3 (Cllr Mann is a Village Hall committee member).

5. Public Comments

None.

6. To approve the Minutes of the Ordinary Meeting held on 5 September 2017

The minutes of the Ordinary Meeting held on 5 September 2017 were taken as read, approved and signed.

7. Chairman's / Clerk's report

None.

8. To note the number of NLPC Councillors permitted and to consider requesting that a Community Governance Review be carried out by WDC to increase this number

The Clerk advised that she had sought advice from both WDC and WALC regarding the number of councillors that NLPC is able to have. Following discussion, it was unanimously agreed that the Clerk would request that WDC carry out a Community Governance Review to increase the number of parish councillors to seven, as it was noted that the parish had grown since the Parish Council was first created and therefore NLPC represented more households, and it was also noted that on occasion it was difficult obtaining the required quorum of councillors and that if more councillors were available this would be less of a problem. The Clerk advised that the Community Governance Review could take up to a year, and that it would ideally be completed in time for the next elections (May 2019). It was agreed to contact WDC in April 2018 and ask that the Review be completed by the next elections.

9. Matters arising

Emergency plan – the Clerk advised that there is no legal requirement to have an emergency plan but that it is considered good practice to have one. The Clerk has checked with many other parish councils in Warwick District and found that only one other has a published emergency plan. It was agreed that NLPC would adopt a much simpler document, which Cllr Stobart will look into.

10. Parish Council Action Plan update

- 10.1 Website** – The Clerk gave a brief progress report on the new website, and it was agreed that a suggested logo created by Cllr Mrs Mace-Leska would be circulated to all Councillors. The Clerk advised that the pages of the old website had been removed and that only the old home page remained with a link to the new website.
- 10.2 Community Speedwatch Programme** – Cllrs Neale and Sparkes gave a brief report on the volunteer training which took place in September, and there was discussion regarding who would be able and willing to take on the co-ordination of the CSW. It was agreed that the Clerk would write to the volunteers who undertook the training to ask if anyone would be willing to take on this role.
- 10.3 Village Hall** – A representative from the Village Hall Committee gave a progress report on the fund raising to date, and advised that currently they are short of the £200k pledges required to obtain matched funding to cover the estimated rebuild costs of £400k+. Four companies have been approached to tender for the rebuild works, with responses due by 26 October. Once replies are back a decision will be made as to which company to use, and the external funders will then be approached with a view to matching the monies already received / pledged. It is hoped that this will meet the cost of the chosen tender. Work is continuing on the business plan, and fund raising will continue. A decision was taken at the last Village Hall meeting to close the hall on business grounds during the 1st week of December, and that there will be a final “closing event”.

General discussion followed with the Village Hall representative answering specific questions. If the hall has been closed but there are insufficient funds to rebuild, what will happen? It is not financially viable to keep the hall open indefinitely, but the committee is very confident that with the external funders the rebuild costs will be met. It was noted that the funds already in place will be required for maintaining the site if not enough money is raised. There were concerns for the future of the hall as there is no guarantee that external funds will be available, or what the time scale will be, which could ultimately lead to the hall being closed indefinitely. It was noted that the cost of hiring the hall had been kept low because people are not interested in using it in its current state. Would the Village Hall Committee consider keeping the hall open for longer to be able to raise more funds? It was noted that ongoing Health & Safety is an issue, as well as insurances, etc. There was discussion regarding the alternative venues that are available and the clubs that currently use the Village Hall regularly, and also whether or not external funders would expect to see an open village hall. Finally, the Village Hall Committee were asked if they could explain the situation more fully to villagers as concerns had been raised with NLPC.

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

11.1 Update on previously reported issues:

- It was noted that Wolverton Road is due to be closed for carriageway repairs.
- The repair to the street light by the telephone box has now been carried out.
- The overgrown green road at end of Canada Lane has been reported to County Highways.
- Overgrown New Road hedge – Cllrs Mann and Sparkes to pursue with land owners.

11.2 New issues:

- It was noted that the pavement by the bus shelter is crumbling – the Clerk to take photographs and report to WDC or County Highways as appropriate.
- Cllr Neale reported that some of the street lights on Snitterfield Road / Canada Lane seem to be working irregularly. Cllr Neale has reported this to WDC via the link on the internet, and it was agreed that he will forward details to Clerk for follow up.

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

Noted. It was agreed that correspondence from WDC regarding its Standards Committee required no response. Cllr Neale to look into correspondence from WALC regarding the Government consultation on precepts.

13. Completion of Annual Return for year ended 31 March 2017, and comments made by Auditor

Noted.

14. Finance Matters

14.1 Payments received since last meeting:

NatWest Bank Plc – interest. Noted.

WDC – 2nd half of precept payment. Noted.

14.2 Payments made since last meeting:

Clerk's Salary – September 2017. Noted.

14.3 Expenditure for approval:

Mrs J Bendall – Clerk's expenses July-September 2017. Approved.

14.4 Income and expenditure year to date

Noted.

15. Planning Matters

15.1 To note and comment on planning applications received:

Cannings Farm, Canada Lane W/17/0910 - Change of use of former agricultural building to residential and incorporation within the Main Farm house and change of use of former agricultural land to residential curtilage.

It was agreed that NLPC's response to this planning application would be neutral but that it would submit the following comment: NLPC has concerns with the access to the orchard from Snitterfield Lane, specifically the sight lines up and down the road. For information, on one plan (W_17_0910-3244-S1_A_-_Location_Plan-10328570) a new access is shown but on the application form it says there will be no new access. NLPC is also concerned with the adequacy of the onsite parking.

Cannings Farm Cottage, Snitterfield Road W/17/1742 - Erection of 30.5m x 12.2m(100 ft x 40 ft) Agricultural Livestock/General Purpose Shed with 1.5m (5 ft) overhang

It was agreed that NLPC's response to this planning application would be neutral, and that there were no comments.

Horsebrook Barn, Warwick Road W/17/1315/AG - Prior notification to store forestry machinery and coppiced timber/biofuel

Cllr Mann declared an interest and abstained from commenting/voting. Following discussion regarding location and materials to be used, it was agreed that NLPC's response to this planning application would be neutral, and that there were no comments.

15.2 Decisions received:

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

15.3 Planning application updates received:

None

15.4 Planning appeal decisions received:

Poultry Farm, Warwick Road W/16/1970, appeal ref APP/T3725/W/17/3175897 (The development proposed is demolition of 2no. chicken sheds and the proposed residential development of 9no. dwellings) – appeal dismissed. Noted.

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

None.

16. Parish Report

None.

17. Date of Next Meeting

Tuesday 14 November 2017 – Ordinary Meeting

The Chairman closed the meeting at 9.49 pm