

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 14 November 2017

Present: Cllr J Stobart (Chairman); Cllr R Mann; Cllr Mrs A Mace-Leska; Cllr K Sparkes; WCC Cllr L Caborn; WDC Cllr P Phillips

Parish Clerk: Mrs Jennifer Bendall

Public: None

Apologies: Cllr M Neale and Cllr Miss A Birch who were both 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 10 October 2017

The minutes of the Ordinary Meeting held on 10 October 2017 were taken as read, approved and signed.

7. Chairman's / Clerk's report

None.

8. Matters arising

- Emergency plan: Cllr Stobart had circulated the draft emergency plan. It was discussed, amended and agreed.

9. Data protection update

The Clerk gave an update on the current data protection requirements and advised that parish councils were required by law to register with the Information Commissioner's Office. The Clerk advised this had been done, and that she will start to work through the guide issued by the ICO to ensure NLPC is compliant. It was noted that these requirements were in addition to the data protection changes coming into force next Spring.

10. Parish Council Action Plan update

- Website: nothing to report
- Community Speedwatch Programme: the Clerk advised that a request to find a Community Speedwatch co-ordinator had initially proved unsuccessful and it was agreed that this would be raised at the next Annual Parish Assembly to be held in April 2018.
- Village Hall: nothing new to report

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:

- Wolverton Road repairs: the Clerk advised that the contractors didn't complete all the works and are being sent back to finish by County Highways. Another area at the other end of Wolverton Road is to be inspected by County Highways.
- Bus Shelter pavement: repairs completed.
- New Road hedge: Cllr Sparkes has contacted the land owner of the upper field and the hedge has already been trimmed. It was noted that the hedge of the lower field is not currently too overgrown, and it was agreed to monitor.
- Street light on Canada Lane: it was noted that this has again been reported as not working, along with one down Snitterfield Lane. Cllr Neale is arranging for the tree to be cut back which obscures light.
- Lower Norton – WCC County Highways has identified what works will be done to make the road safer and these works should be done by April 2018.

11.2 New issues:

- It was noted that dog fouling on the playing field and pavements had once again become a problem, and there was discussion about this and the recent issue of the bin by the entrance to the Village Hall not being emptied. It was noted that the Clerk had reported the overflowing bin to WDC and it had now been emptied. It was agreed that a notice would be put on the bin advising that the general waste bin can be used if the other one is full, and a letter is to be put in the Parish Magazine and on the notice boards reminding dog walkers of the hazards of leaving dog waste. WDC Cllr Phillips to raise the issue with the portfolio holder at WDC.

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

Noted. Correspondence regarding data protection was discussed under item 9.

13. Finance Matters

13.1 Payments received since last meeting:

NatWest Bank Plc – interest. Noted.

13.2 Payments made since last meeting:

Clerk's Salary – October 2017. Noted.

13.3 Expenditure for approval:

Information Commission – data protection registration. Approved.

Society of Local Council Clerks – annual membership. Approved.

13.4 Internal inspection of accounts

It was noted that Cllr Mrs Mace Leska had inspected the accounts and all was in order.

13.5 Income and expenditure year to date

Noted.

14. Planning Matters

14.1 To note and consider planning applications received:

None.

14.2 To note planning applications received and considered under delegated powers:

- W/17/1817/AG - Littleworth Farm, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8HD - Erection of steel framed building with concrete walls and roller door. Neutral, no comments.

14.3 To note planning application decisions received:

- W/17/1315/AG - Horsebrook Barn, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8HD – Granted.
- W/17/1742 - Cannings Farm Cottage, Snitterfield Lane, Norton Lindsey, Warwick, CV35 8JJ – Granted.
- W/17/1817AG - Littleworth Farm, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8HD – Granted.

14.4 To note planning application updates received:

None.

14.5 To note and consider planning appeal notifications received.

None.

14.6 To note planning appeal decisions received:

None.

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

None.

15. Parish Report

WDC Cllr Phillips briefly discussed the problem with dog bins, and mentioned the proposed boundary changes which don't impact on Norton Lindsey. He advised that CIL had been voted through at full council, and that WDC were working on the infrastructure development plan.

WCC Cllr Caborn advised that the budget process had started and that there were no dramatic changes planned.

16. Date of Next Meeting

Tuesday 12 December 2017 – Ordinary Meeting

The Chairman closed the meeting at 20.27 pm