

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 12 November 2019

Present: Cllr J Stobart (Chairman); Cllr Mrs A Mace-Leska; Cllr N Brown; Cllr M Neale; Cllr Miss A Birch; WCC Cllr L Caborn

Parish Clerk: Mrs Jennifer Bendall

Public: 3

Apologies: Apologies were received from Cllr Mrs F Goossens and Cllr Mrs K Elmhirst who had work commitments, and WDC Cllr J Matecki who was attending another 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. 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 Neale, Cllr Mrs Mace-Leska and Cllr Miss A Birch all declared an interest in agenda item 16.1 as friends of the applicant and/or a friend of a neighbour of the applicant.

5. Public Comments

Cllr Stobart welcomed the WDC Chairman, Councillor George Illingworth, to the meeting. The WDC Chairman gave a brief outline of his background in both local government and WDC since his election. He discussed the upcoming Commonwealth Games with the Lawn Bowls due to take place in Leamington, and advised that the Australian team had already been to practice on our lawns. He also drew attention to the recent WDC commemoration celebration of 100 years since the start of council housing in the district.

6. To approve the minutes of the Ordinary Meeting held on 8 October 2019

The minutes of the Ordinary Meeting held on 8 October 2019 were taken as read, approved and signed.

7. Chairman's / Clerk's report

None.

8. Matters arising

- Discussion took place about the possibilities for a VE75 Day Celebration on 8 May 2020, and Cllr Mrs Mace-Leska advised that she had provisionally booked the Village Hall for this day. It was noted that the New Inn may be planning a street party, and concerns were raised that an event organised by the Pub would become a commercial venture if NLPC were not involved and that the Pub should not be applying for Main Street to be shut. It was felt that the organising committee/NLPC should be responsible for organising the road closure. It was suggested that an event could be held at the Village Hall with the New Inn running the bar. It was agreed that Cllrs Mrs Mace-Leska and Brown should meet to start planning, and that they should include the New Inn in the initial discussions.
- A draft letter to the Village Hall Committee thanking them for all the hard work involved with the rebuilding the village hall was approved. There was a general discussion regarding the village hall, changes to the Management Committee, and future expenditure requirements.
- The Clerk has asked the Village Hall Committee to reinstate the Best Kept Village noticeboard and certificates.

- The Clerk has invited a representative from WCC to attend a future meeting to discuss the Joint Strategic Needs survey, and is awaiting a response.
- The meeting noted that on investigation Cllr Mrs Goossens felt that the WCC 2025 Council Engagement Plan questionnaire should be completed by individual councillors rather than by NLPC.

9. Millennium Green Update

The Clerk gave an update on Millennium Green following the accident in March, and advised that the insurance company has given the go-ahead to proceed with the works, with reimbursement to be made once the works are completed and invoices have been submitted. Consequently, the Clerk has instructed AJS Landscaping to proceed and a provisional date of 28 November 2019 has been agreed. The meeting noted that Broxap, the manufacturer of the bench, will issue an invoice when the order is confirmed and that as a parish council NLPC automatically benefits from an account so there is no need to pay on order. It was agreed that the selected replacement bench should be ordered.

10. Website Update

Cllr Mrs Mace-Leska advised that work was progressing on the "About Norton Lindsey" page of the website, including a village map showing how Norton Lindsey has developed over time. Cllr Mrs Mace-Leska is arranging for the map to be copied to a suitable size for scanning.

11. Parish Council Action Plan update

11.1 Review / action to improve aspects of the physical environment of the parish

Cllr Neale advised that he had investigated the provision of recycling facilities for the village, to be situated between the Village Hall and the Cricket Club. He has approached local company Fortress who have given prices for two recycling bins. The first, a 240ltr bin for glass and jars to be emptied weekly will cost £6.99 + VAT per week, with a 12-month minimum contract. The second 1100ltr bin will be for general recycling waste, again emptied weekly for £8.50 + VAT and again with a minimum contract of 12 months. Discussion took place regarding the possible siting of the bins. Cllr Neale advised that the Cricket Club would find these bins useful, and it was agreed that the Clerk would ask the Village Hall Committee if they too would be interested in such a facility.

Regarding investigations into making Snitterfield Lane safer for pedestrians, the meeting noted that WCC Cllr Caborn has been unable to arrange a walk of Snitterfield Lane due to the recent heavy rain, and this will be arranged as soon as possible. Cllr Mrs Mace-Leska is still to make enquiries as to who owns the land adjoining Snitterfield Lane/the Blacon Farm track.

11.2 Conduct a biodiversity audit of the parish and its surroundings

Cllr Mrs Mace-Leska advised that she had been unable to progress the biodiversity audit of the parish due to the rain, and it was noted that a resident had written to express concern with the grubbing out of hedges. The Clerk is to enquire which hedges the resident is referring to, and to provide him with Cllr Mrs Mace-Leska's contact details. Cllr Mrs Mace-Leska will spend the next month identifying which verges can be rewilded.

11.3 Improve communication with parishioners and neighbouring authorities

Cllr Brown is still working on a draft social media policy.

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

12.1 Update on issues previously reported

- The Clerk has made enquiries with County Highways regarding requesting a road speed audit and is awaiting a response.
- The pole stays on Wolverton Road have now had lines painted around them.
- The street light by The Corbels on Main Street is now working again.
- Cllr Brown has drafted emails regarding the Stanks horse trough and will forward them for approval.

- Some of the blocked gulleys have now been jetted. The Clerk is to check when the others that have been reported will be done.

12.2 New issues

- The Clerk advised that she had been made aware that the hedges by the playing field and The Willows on Wolverton Road had needed cutting back, but that both had been trimmed before she could report them.
- The gutter opposite Hi-Loe on Snitterfield Lane is blocked again. To be monitored.
- The Clerk is to report to County Highways that the recent flooding on Watery Lane, and in Wolverton and Snitterfield is cutting Norton Lindsey off.
- Discussion took place regarding people using Norton Lindsey as a short-cut when the A46 and the M40 are blocked.

13. Correspondence and Communications Report

(circulated to Councillors prior to meeting)

Noted. Discussion took place regarding correspondence from WALC regarding ATM machines in rural communities, and it was agreed that villages were not ideal locations for ATMs due to increased instances of robbery.

14. Parish Council Regulations and Procedures

(to include any updates to legislation such as GDPR, etc)

The Clerk gave a report on part 2 of the Website Accessibility webinar that she attended, and advised that the deadline for compliance is 23 September 2020 and that there should be an annual review of NLPC's Accessibility Statement thereafter. Guidance from NALC regarding the period of Purdah was discussed.

15. Finance Matters

15.1 To note payments received since last meeting

NatWest Bank Plc – interest (August 2019). Noted.

Mrs J Bendall (repayment of PAYE). Noted. The meeting noted that this is due to be paid to HMRC by 5 January 2020.

15.2 To note payments made since last meeting

Clerk's Salary – October 2019. Noted.

15.3 To note expenditure for approval

Society of Local Council Clerks (membership fee). Agreed.

Information Commissioner (data protection fee). Agreed.

SLCC Enterprises Ltd (fee for Preparing to Meet Website Accessibility Guidelines webinar). Agreed.

15.4 Internal audit of accounts

Noted.

15.5 Santander Account

The Clerk advised that when the Depot Fund was invested in a Santander Bond in 2012, Santander required that NLPC open a reserve account with them. This was opened with £1. When the Bond matured and the monies were withdrawn to the NatWest Reserve Account, the Santander reserve account remained open. The Clerk has received a statement for this account showing that the account has earned £0.08 in interest since it was opened. It was agreed that the Clerk would find out who the signatories are for this account and how to go about changing them.

15.6 Income and expenditure year to date.

Noted.

16. Planning Matters

16.1 To note and consider planning applications received:

- **The Barn**, Main Street, Norton Lindsey, Warwick, CV35 8JA (W/19/1725)
Installation of 4 off high-level Velux windows on the north facing roof, to provide improved daylight to upstairs rooms at the property.

Cllrs Neale, Miss Birch and Mrs Mace-Leska declared an interest.

Following discussion, it was agreed that NLPC is neutral to this planning application but would suggest that, if the Conservation Architect is content with the proposal in relation to the street scene and if permission is subsequently granted, a condition of that permission should be that opaque non-opening windows be installed.

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

- **New Inn**, Main Street, Norton Lindsey, Warwick, CV35 8JA (W/19/1566)
Demolition of existing garage and erection of new shop

All Councillors had declared an interest as shareholders. Norton Lindsey Parish Council supported this planning application and commented that the shop will be of benefit to the whole community.

- **Littleworth Farm**, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8HD (W/19/1684 AG)

Prior approval notification under Schedule 2, Part 6, Class A for agricultural development consisting of an extension to an existing agricultural building

Norton Lindsey Parish Council was neutral to this planning application and made no comments.

16.3 To note planning application decisions received:

- **Holly Tree House**, Church Road, Norton Lindsey, Warwick, CV35 8JE (W/19/1490) – permission granted.
- **New Inn**, Main Street, Norton Lindsey, Warwick, CV35 8JA (W/19/1566) – permission granted.

16.4 To note planning application updates:

None.

16.5 To note and consider planning appeal notifications received:

None.

16.6 To note planning appeal decisions received:

None.

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

The meeting noted that new documents have been uploaded to the WDC planning portal for the Poultry Farm planning application. A decision on this application is still to be determined.

17. Parish Report

- WDC Cllr Rhead advised that the Climate Emergency Action Plan had been approved by the Scrutiny Committee, and that WDC aimed to be carbon neutral by 2025 and the district by 2030. He discussed the Bar Zero initiative set up by the community in Barford, and suggested a presentation could be held in Norton Lindsey to show what actions can be undertaken to address climate change. The meeting noted that the Creative Quarter in the bottom part of Leamington is to be redeveloped, and the building of a new school between Leamington and Bishops Tachbrook has been approved. There was discussion about the new houses being built off Europa Way and the fact that they don't have solar panels, and Cllr Rhead advised that a building control policy is being developed which will carry the same weight as the Local Plan in planning matters, ensuring houses meet environmental and sustainability standards. It was noted that WDC has a requirement to monitor its performance against the Local Plan: there is a requirement in the Local Plan to build 1050 houses per year in the district and to the year ended April 2019 1038 houses have been built; there is a 6¼ year supply of land available; and WDC policy states that 40% of houses built should be affordable, and in the last year 38% has been achieved.

- WCC Cllr Caborn advised that a working party had been set up to look into climate issues within the County Council with a report being due in the Spring, and the first all-electric cars have arrived in the WCC pool fleet. Cllr Caborn is hoping to report where the county is at the next Warwick Rural Forum. He also reported on health services in the county.
- There was discussion regarding complaints that have been received about plastic and household rubbish that has been spread with manure on the Church Furlong field. It was agreed that this should be reported to WDC Environmental Health, and WDC Cllr Rhead asked to receive a copy of the report.

18. Date of Next Meeting

Tuesday 10 December 2019 - Ordinary Meeting

The Chairman closed the meeting at 21.51 pm.