

DRAFT Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 10 December 2019

- Present:** Cllr M Neale – acting Chair for part of meeting; Cllr J Stobart (Chairman) – arrived late; Cllr Mrs A Mace-Leska; Cllr N Brown; Cllr Mrs F Goossens; Cllr Mrs K Elmhirst; WCC Cllr L Caborn; WDC Cllr A Rhead
- Parish Clerk:** Mrs Jennifer Bendall
- Public:** 2 for part of the meeting
- Apologies:** Apologies were received from Cllr Miss A Birch and WDC Cllr J Matecki both who had prior commitments.

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

All Councillors declared an interest in agenda item 16.5 as residents of Norton Lindsey parish.

5. Public Comments

None.

6. To approve the minutes of the Ordinary Meeting held on 12 November 2019

The minutes of the Ordinary Meeting held on 12 November 2019 were taken as read, approved and signed.

7. Chairman's / Clerk's report

None.

8. Matters arising

- The Clerk advised that replacement slabs have been laid on Millennium Green and that the bench was due to be delivered within days. The contractor will be returning to fix the bench to the slabs.
- The Clerk advised that she had not yet looked into the Santander account signatories.
- The plastic and household rubbish scattered over the Church Furlong field has been reported to WDC Environmental Health who have requested contact details for the land owner.
- The meeting noted that the New Inn is very keen to host VE75 day celebrations.
- The "About Norton Lindsey" page of the website is to be updated with a copy of the wording from the 2013 Parish Plan, along with a parish map which Cllr Brown will make suitable for uploading to the internet.

9. To receive a presentation promoting the Warwick Rural West Community Forum Grant Fund

The WCC Community Development Worker for Rural South Warwickshire attended the meeting to promote the Warwick Rural West Community forum and grant scheme which closes on 20 January 2020. WCC is keen for new groups and organisations to apply to the scheme for funding for community projects such as small village hall refurbishments and community projects which could include health walks, meet and greets, etc, which benefit the community. The next Forum meeting is taking place on Thursday 27 February, where there will be presentations from Barford's Bar Zero green initiative and information on CIL monies from Rowington Parish Council.

10. To receive a presentation on the WCC Joint Strategic Needs Assessment

The WCC Localities & Partnerships Manager addressed the meeting to discuss the Joint Strategic Needs Assessment currently being undertaken to identify the collective needs of communities. This is a health and wellbeing assessment of Warwickshire which will be used to help determine where WCC spends money, for example on transport, etc. This assessment gives local residents and the community a greater opportunity to have their say about what's important to them, and the information gathered brings together a large amount of local health data for the first time which will be used to identify local needs. Residents can go online to complete the survey, and it was agreed that it would be promoted on noticeboards and on NLPC's Facebook page. The results of the assessment are for public information as well as for WCC use, and the Warwickshire Insights website has reports on areas that have already been completed.

Cllr Stobart joined the meeting and took the Chair.

11. Parish Council Action Plan update

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

- The Clerk advised that the Village Hall Committee have responded to NLPCs suggestion that recycling bins be installed on the playing field car park, and discussion took place regarding concerns that had been raised. It was agreed that there was not enough demand to warrant the cost at this time, but that this decision would be reviewed if use of the Village Hall, etc, increases substantially in the future.
- Regarding investigations into providing a safe walking route from Arles Cottage to the Blacon Farm track on Snitterfield Lane, Cllr Mrs Mace Leska has discovered who owns the field on the corner of Blacon Farm/Snitterfield Lane. There was discussion concerning how to approach the landowner, what exactly NLPC wants to achieve, and who will be responsible for maintenance and insurance. It was agreed that the Clerk would draft a letter to the landowner to ask if providing a narrow strip of the field for a footpath is something they would consider. Cllr Mrs Mace Leska is to provide contact details, and to investigate who owns the field nearer Arles Cottage. The Clerk is to enquire if the Parish Council insurance would cover this.

11.2 Conduct a biodiversity audit of the parish and its surroundings

- Cllr Mrs Mace Leska advised that the weather was continuing to hinder progress with the biodiversity audit.
- There was a discussion regarding hedges at Horsley House Farm that have been removed, and it was agreed that the Clerk would report this to WDC Planning Enforcement.

11.3 Improve communication with parishioners and neighbouring authorities

- The draft Social Media policy prepared by Cllr Brown was agreed with minor amendments. Cllr Neal to forward the suggested changes to Cllr Brown for inclusion.

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

- Further to the suggestion that NLPC request that WCC County Highways carry out a road speed audit, the Clerk reported that the WCC Safety Engineering Team had advised that road speed audits are carried out for highway alterations/ improvement schemes rather than for roads in general.
- The meeting noted that more clearance works had been carried out on Snitterfield Lane and that water was now moving faster in the gulleys around Willowdale.
- It was agreed that the Clerk would find out what is happening with the blocked gulleys opposite Hi-Loe on Snitterfield Lane.
- Cllr Brown is to chase a response to his queries into who is responsible for the Stanks horse trough.

- The blocked gulleys that had been reported to County Highways have now been cleared.
- The Clerk is still to report to County Highways that during periods of heavy rain, Norton Lindsey is becoming isolated due to flooding on the roads into the village. The meeting was advised that Wolverton School had been forced to close early recently due to only one road into Norton Lindsey being open, but it was noted that many schools in the district had also had to close early due to abnormal flooding.
- WCC Cllr Caborn advised that County Highways is currently awaiting the price of gabions for Norton Curliu Lane, and that it is planned to sign the lane as a single-track road.

12.2 New issues

- The Clerk is to report to County Highways the potholes on the A4189 at Gannaway and near The Roost, three on the Warwick Road by Littleworth Farm, one on Main Street by the Pub, and one in the gravel pavement by the letterbox on Main Street.
- There is water running on the road by the Poultry Farm, which the Clerk will report.

13. To consider a rota for preparation of the monthly Parish Report

It was agreed that councillors would take turns to prepare the monthly Parish Report for inclusion in the Parish Magazine. Cllr Neale advised that it was useful to write the report using the draft minutes as an aide-memoire. It was agreed that Cllrs Mrs Mace-Leska and Miss Birch would be excluded from the rota due to their other commitments, but that the other councillors and the Clerk would be included. Initially the rota is: Cllr Mrs Elmhirst is to write December/January as a joint report; Cllr Mrs Goossens - February, Cllr Neale - March; the Clerk – April; Cllr Brown – May; Cllr Stobart – June.

14. Correspondence and Communications Report

(circulated to Councillors prior to meeting)

Noted.

15. Parish Council Regulations and Procedures

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

Nothing to report.

16. Finance Matters

16.1 To note payments received since last meeting:

NatWest Bank Plc – interest (September/October). Noted.

16.2 To note payments made since last meeting:

Clerk's Salary – November 2019. Noted.

16.3 To note expenditure for approval:

AJS – remedial works to Millennium Green/fixing new bench. Agreed.

Broxap – new bench for Millennium Green. Agreed.

HM Revenue and Customs – PAYE. Agreed.

16.4 To note income and expenditure year to date.

Noted.

16.5 To consider draft budget and precept calculation for the year 2020/21

Following discussion on the financial obligations for the year 2020/21, Cllr Brown moved that the Precept be increased to £10,000 to cover costs and provide a buffer against future expenditure, and this was seconded by Cllr Mace-Leska. There was further discussion regarding the Section 137 expenditure allowance, and a vote took place with 5 in favour on increasing the Section 137 expenditure allowance to the maximum allowed and the Precept to £10,000, and 1 against. It was agreed that the sum of individual annual donations/grants would be reviewed at the January meeting, prior to ratification of the Precept.

17. Planning Matters

17.1 To note and consider planning applications received:

- **Land of Gannaway Farm off Curlieu Lane and rear of Brick Kiln Close**, Norton Lindsey, Stratford on Avon, Warwick, CV35 8JR (W/19/1939)
Outline planning application for the development of 12no. affordable homes, with all matters reserved except for access.

NOTE: The access from the existing Curlieu Lane includes a very small area along the boundary that sits inside the Warwick District Council boundary. CCLT has been advised by SDC that a duplicate planning application must be made to WDC.

Following discussion, it was agreed that NLPC would object to this planning application on the same grounds as the application made to Stratford District Council. When submitting the response, the Clerk is to enquire exactly which part of the access to the proposed development is in Warwick District.

- **Sunnyside**, New Road, Norton Lindsey, Warwick, CV35 8JB (W/19/1846)
Construction of new residential dwelling house and garage with associated works and reconfiguration of vehicle access arrangements for Sunnyside. Amendment to previous approval W/18/1432.

NLPC was neutral to this planning application and made no comments.

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

- **Cannings Farm**, Canada Lane, Norton Lindsey, Warwick, CV35 8JH (W/19/1794)
Variation of condition 2 (approved drawing numbers) of application W/17/0911, Amendments; Conversion of garage approved, insertion of sliding doors, and single door on rear elevation.

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

17.3 To note planning application decisions received:

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

17.4 To note planning application updates:

None. Noted.

17.5 To note and consider planning appeal notifications received:

None. Noted.

17.6 To note planning appeal decisions received:

None. Noted.

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

Nothing of concern to report.

18. Parish Report

WDC Cllr Rhead discussed Warwick District Council's climate emergency plans, which have been submitted and will be fully costed by February.

19. Date of Next Meeting

Tuesday 14 January 2020 - Ordinary Meeting

The Chairman closed the meeting at 10.00 pm.