

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 2 September 2019

Present: Cllr J Stobart (Chairman); Cllr M Neale; Cllr Mrs A Mace-Leska; Cllr Miss A Birch; Cllr Mrs K Elmhirst; Cllr N Brown; Cllr Mrs F Goossens; WDC Cllr A Rhead

Parish Clerk: Mrs Jennifer Bendall

Public: 13 for part of the meeting.

Apologies: Apologies were received from WCC Cllr L Caborn 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

None.

5. Public Comments

Members of the public were in attendance to discuss the outline planning application for 12 affordable houses behind Brick Kiln Close off Curlieu Lane. It was noted that there could be an additional 55 residents in the village of Norton Lindsey if the houses are built, and it was felt that building these houses would not satisfy the needs of the Claverdon Housing Needs Survey due to the location. There was discussion regarding land in Breach Lane, Claverdon, and the proposed development there by the Warwickshire Rural Community Council and the Warwickshire Rural Housing Association. It was noted that there were concerns with the impact a development behind Brick Kiln Close would have on surrounding properties due to the height of the field and the proposed building materials. There was discussion regarding rural exception schemes, and it was felt that the Curlieu Lane site should only be considered if there was no other land available. It was noted that Claverdon Parish Council is possibly commissioning a new Housing Needs Survey. The Chairman urged the members of the public to make their own representations regarding this planning application.

6. To approve the minutes of the Ordinary Meeting held on 9 July 2019 and the Extraordinary Meeting held on 12 August 2019

The minutes of the Ordinary Meeting held on 9 July 2019 and the Extraordinary Meeting held on 12 August 2019 were taken as read, approved and signed.

7. Chairman's / Clerk's report

None.

8. Matters arising

- Support to NL Neighbourhood Watch – Further to agreement that NLPC should offer support to the Norton Lindsey Neighbourhood Watch Scheme, the meeting discussed the NW request for financial support for an annual meeting. It was agreed that NLPC could be willing to support this action subject to funds permitting, and that this request would be considered when budget-setting in December.

- PCC grant – The Clerk advised that NLPC’s application to the PCC grant fund had been unsuccessful. It was agreed this was disappointing, and that we would keep an eye open for alternative grants

9. Millennium Green

9.1 To receive update following accident and to note the withdrawal of the original quote received for repairs to Millennium Green and installation of a replacement bench

The Clerk advised that the original quote received for carrying out repairs to Millennium Green slabs and fixing a new bench to the slabs had been withdrawn, and that our insurers had requested that two quotes be provided for this work.

9.2 To consider new quotes for repairs to Millennium Green and installation of a replacement bench

Following discussion, the Councillors asked the Clerk to request new quotes which include fixing the broken fence as well.

10. To discuss the Stanks Horse Trough

The meeting noted that Cllr Brown had cleared the recent blockage and water levels had now returned to normal. It was agreed that Cllr Brown would investigate who is responsible for the Stanks Horse Trough.

11. Parish Council Action Plan update

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

See Matters Arising regarding the PCC grant, which had been applied for to fund investigations into the extension of the pavement from Arles Cottage to the Blacon Farm track. WDC Cllr Rhead talked about a Climate Change event being held in Barford, and strongly recommended that NLPC consider a similar event. It was suggested this was something we could do with Wolverton PC. It was agreed that some Councillors would try to attend the Barford event on 15 September. Cllr Neale gave an update on his investigations into getting a recycling facility at Village Hall/Cricket Club, and advised that he was not getting any response from a local contractor and that he will try again.

11.2 Conduct a biodiversity audit of the parish and its surroundings

Cllr Mrs Mace-Leska advised that the audit is in progress, and that she is looking at registering the trees in the locality with the Woodland Trust. There was a discussion regarding Tree Preservation Orders (TPOs), which prevents trees coming under threat, whereas the Woodland Trust looks at the ages and types of trees in an area. If a tree has a value to the community, anyone can apply for a TPO. It was agreed that NLPC would keep an eye on all tree works in parish.

11.3 Improve communication with parishioners and neighbouring authorities

The Chairman advised that he has had an informal meeting with the Wolverton PC Chair, and will try to meet with the Claverdon PC Chair in the future. It was agreed that although Norton Lindsey borders several other parishes, Wolverton and Claverdon are the parishes that we are most “associated” with.

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 reported the blocked gulleys again. The meeting noted that Snitterfield Lane will be closed for a week from 9 September to clear and repair the gulleys from New Road through to Heath End.
- WCC have raised an order for painting the lines around the pole stays on Wolverton Road, and WCC will contact Western Power to request that the stays be padded.
- The playing field hedge has been cut.

- The brambles on Snitterfield Lane have been cut once, but will need doing again. Cllr Mrs Mace-Leska to keep eye on the growth and report to the land owner again as necessary.

12.2 New issues

- The road is breaking away around the manhole covers opposite Hi-Loe on Snitterfield Lane and there is a hole on the verge. These will be addressed when the road is closed.
- Church Road/Snitterfield Lane junction – street light not working.

13. Correspondence and Communications Report

(circulated to Councillors prior to meeting)

Noted. There was discussion regarding correspondence from WALC about VE Day 75 celebrations, and it was noted that the New Inn might be holding a street party event on 8 May 2020 and that schools in the area are also planning events. It was agreed that Cllrs Brown and Mrs Mace-Leska will investigate what, if anything, the Parish Council could do. WDC forwarded slides from the Planning Training for Town and Parish Councillors presentation that Cllr Neale attended. Cllr Neale advised that the meeting was interesting, but that it was mostly about how WDC handles planning matters. It was agreed that the notification received from WCC regarding the Warwickshire Joint Strategic Needs Assessment should be displayed on the website.

14. Parish Council Regulations and Procedures

There was nothing new to report.

15. Finance Matters

15.1 To note payments received since last meeting:

NatWest Bank Plc – interest (May to July 2019). Noted.

Cambridge & Counties Bank – interest (August 2018 to July 2019). Noted.

15.2 To note payments made since last meeting:

Clerk's Salary – July and August 2019. Noted.

15.3 To note expenditure for approval:

Wolverton with Norton Lindsey & Langley PCC – annual servicing of the Norton Lindsey Church Clock (carried out by The Cumbria Clock Company Ltd). Payment agreed, but the Clerk to ask that in future NLPC is invoiced directly for the annual servicing to enable the VAT element to be reclaimed.

15.4 To note income and expenditure year to date.

Noted.

15.5 To consider the Clerk's request to attend the SLCC Website Accessibility Guidelines Webinar.

Agreed.

16. Planning Matters

16.1 To note and consider planning applications received:

- Grade 3 Agricultural Land On Gannaway Farm, Brick Kiln Close, Norton Lindsey (19/01618/OUT) - Stratford District Council
Outline planning application for the development of 12 no affordable homes, with all matters reserved except for access

Following discussion and taking into consideration the results of the recently carried out survey and the comments made by members of the public at this meeting, the Councillors agreed unanimously to object to the planning application for the following reasons:

1. The location of the proposed development in relation to Claverdon village:
 - The Claverdon Housing Needs Survey 2017 identified a requirement for affordable homes to be built within the Claverdon village boundary close to its facilities;
 - The proposed development is over 2 miles from Claverdon. There is no footpath along much of the A4189 and no footpath at all on Saddlebow Lane, and therefore there

is no safe walking route from Norton Lindsey to Claverdon. In addition, there is no public transport facilities between the two villages.

2. The proposed development does not meet Norton Lindsey's housing needs. The Norton Lindsey Housing Needs Survey 2017 did not show an identified need for affordable housing.
3. Curlieu Lane is frequented by pedestrians including ramblers, dog walkers, people walking to and from the Norton Lindsey pub, etc, and the proposed increase in traffic on a narrow stretch of road, which for part has a 60mph speed limit and no footpath, is dangerous. The additional traffic generated through Brick Kiln Close and Curlieu Lane will negatively impact on the village of Norton Lindsey, and the lack of any practicable public transport adds to the strain placed on its infrastructure. There are only a couple of buses a week from the centre of Norton Lindsey and no footpaths to either Claverdon, Warwick Parkway or Hatton Rail Stations.
4. The proposed development will have a negative impact on the street scene and openness of the green belt.
5. The proposed design of the properties is not in keeping with the surrounding properties.

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

- **Bubbs Cottage**, 22 Henley Road, Lower Norton, Norton Lindsey, Warwick, CV35 8RB (W/19/0815)
To construct a small discrete raised balcony at the rear of the property
NLPC submitted a neutral, no comment response.
- **Cleeve Cottage**, Main Street, Norton Lindsey, Warwick, CV35 8JA (W/19/0687)
Proposed erection of a part single and two storey rear extension. Alterations to existing attached garage. Revised
NLPC submitted a neutral, no comment response.

16.3 To note planning application decisions received:

- **7 Mill Close**, Norton Lindsey, Warwick, CV35 8JU (W/19/0780) – granted
- **Cleeve Cottage**, Main Street, Norton Lindsey, Warwick, CV35 8JA (W/19/0687) – granted
- **Victoria Cottage**, Main Street, Norton Lindsey, Warwick, CV35 8JA (W/19/0861) – 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 Clerk provided WDC's response regarding permitted development and garage conversions.

17. Parish Report

None.

18. Date of Next Meeting

Tuesday 8 October 2019 - Ordinary Meeting

The Chairman closed the meeting at 10.21 pm.

NORTON LINDSEY PARISH COUNCIL

Clerk to the Council: Mrs Jennifer Bendall, 7 Brick Kiln Close, Norton Lindsey, Warwick, CV35 8DL
(tel: 01926 843534, email: nortonlindseypc@outlook.com)

30 August 2019

Correspondence Report

Ordinary Meeting
2 September 2019

Correspondence of particular note is in red font.

DATE REC'D	SENT FROM	DETAILS	NOTES
09.07.19	WALC	VAT registration	To note. Clerk has responded on behalf of NLPC.
15.07.19	WALC	VE Day 75	
22.07.19	WCC	Consultation on proposed changes to on-street parking	
22.07.19	WDC	Planning training for Town and Parish Councillors	Slides from presentation.
24.07.19	WOPCC	PCC Road Safety Grant Application 2019-20	To be raised under Matters Arising.
02.08.19	WCC	Consultation on draft Warwickshire Rail Strategy 2019-2034	
08.08.19	SDC	Site allocations plan commencement of public consultation	
09.08.19	WCC	Temporary closure of C93 Snitterfield Lane	To note.
10.08.19	CCLT	Community Land Trust News	Copy of article which has appeared in Parish Magazine.
13.08.19	WALC	Special event focussing on dementia in communities	
19.08.19	WALC	Cyber crime survey 2019	
19.08.19	Resident	Email from resident	To note.
20.08.19	WALC	Bullying in parish councils	
21.08.19	Matt Western MP	Land at Ward Hill	Copy of Matt Western's submission to the Planning Department.
22.08.19	WDC	Guidance regarding predetermination / predisposition on planning applications	To note
23.08.19	WCC	W/19/1263 land to the front of 2 Red Horse Corner	The WCC Environmental Services response to the planning application. To note.
27.08.19	Matt Western MP	W/19/113	Correction to submission letter forwarded to NLPC on 21.08.19.
27.08.19	WCC	Warwickshire Joint Strategic Needs Assessment, local assessment starting in your area in September 2019	To consider how to promote this.
27.08.19	WDC	Warwick District Council meeting 4 September	The agenda for this meeting has a Notice of Motion "The Council's role in co-ordinating assistance, advice and Information for our residents and businesses to help them through Brexit" which may be of interest.
28.08.19	WALC	Policy Consultation Briefing 09 19 – independent review into Local Government Audit	To note. The Clerk has no comments to make, but NLPC may wish to.

28.08.19	WALC	Public Works Loan Board	
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Newsletters:

Various newsletters which are relevant to parish councils in general or Norton Lindsey are forwarded in a separate zip file.

General newsletters which are of less or no particular relevance to parish councils are available as follows:

WCC: <http://news.warwickshire.gov.uk/>

Rural Services Network: <http://www.rsnonline.org.uk/category/news>

Accounts Year to Date as at 2 September 2019

Reconciled to Current Account bank statement dated 30 July 2019

	Brought Forward 31.03.19	Actual YTD 2019/20
Current Account	£ 44,313.58	£ 10,636.27
General Reserves (Reserve Account 1) *	£ 9,370.59	£ 10,577.41
Depot Fund (Reserve Account 2)	£ 85.81	£ 85.86
Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 11,654.34	£ 12,271.34
Uncleared income	£ -	£ -
Unpresented cheques/payments	£ 220.00	£ -
TOTAL	£ 65,204.32	£ 33,570.88

	Actual 2019/20	Budget 2019/20	Actual YTD 100 19/20
INCOME			
Precept	£ 8,000.00	£ 9,000.00	£ 4,500.00
Council Tax Grant	£ 21.00	£ -	£ -
Bank Interest (Reserve Account 1)	£ 11.35	£ 18.48	£ 6.82
Bank Interest (Reserve Account 2)	£ 0.16	£ 0.12	£ 0.05
Bank Interest (Cambridge & Counties)	£ 786.24	£ 180.00	£ 617.00
VAT	£ 236.47	£ -	£ -
Other	£ -	£ -	£ -
TOTAL	£ 9,055.22	£ 9,198.60	£ 5,123.87
EXPENDITURE			
Running Costs			
Clerk's Salary	£ 3,060.12	£ 3,170.00	£ 1,320.80
Clerk's Expenses (travelling and home working expenses)	£ 68.28	£ 92.00	£ 15.90
Admin Expenses	£ 58.27	£ 100.00	£ 4.99
WALC Subscription	£ 126.00	£ 130.00	£ 126.00
Insurance	£ 267.55	£ 350.00	£ 270.42
Seminars	£ -	£ 100.00	£ -
Audit	£ -	£ 200.00	£ -
Miscellaneous	£ 55.58	£ 100.00	£ -
Hire of Rooms	£ 60.00	£ 250.00	£ -
Society of Council Clerks Membership	£ 84.00	£ 85.00	£ -
Information Commissions Office	£ 40.00	£ 40.00	£ -
Clerk's Training	£ -	£ 100.00	£ -
Website	£ 48.00	£ 48.00	£ 19.20
Total	£ 3,867.80	£ 4,765.00	£ 1,757.31
Donations / Grants - General			
Mothers & Toddlers	£ 60.00	£ 60.00	£ -
Table Tennis Club	£ -	£ 60.00	£ -
Village Hall Grant	£ 500.00	£ 500.00	£ -
Cricket Club	£ 60.00	£ 60.00	£ -
Play Area	£ 350.00	£ 350.00	£ -
Discretionary Section 137 donations	£ -	£ 800.00	£ -
Church Room	£ 100.00	£ 100.00	£ -
Total	£ 1,070.00	£ 1,930.00	£ -
Donations / Grants - Village Maintenance			
Churchyard Maintenance	£ 300.00	£ 300.00	£ -
Millennium Green Maintenance	£ 50.00	£ 50.00	£ -
Defibrillator Maintenance	£ 30.00	£ 30.00	£ -
Church Clock Maintenance	£ 198.00	£ 175.00	£ -
Total	£ 578.00	£ 555.00	£ -
Donations from Depot Fund			
Village Hall	£ -	£ 35,000.00	£ 35,000.00
Total	£ -	£ 35,000.00	£ 35,000.00
Special Items			
Election Costs	£ -	£ 3,500.00	£ -
Asset Register Renewal Fund	£ 1,200.00	£ 1,200.00	£ 1,200.00
Contribution to Rural Street Lighting Replacement	£ 176.22	£ -	£ -
Other *	£ 903.98	£ -	£ -
Total	£ 2,280.20	£ 4,700.00	£ 1,200.00
TOTAL	£ 14,716.22	£ 46,950.00	£ 37,957.31

Other Expenditure	At 02.09.19
Total	£ -

Asset Register Renewal	At 02.09.19
Opening Balance at 01.04.19	£ 3,364.01
Annual increase	£ 1,200.00
Balance remaining	£ 4,564.01

General Reserves Breakdown (held in Reserve A/C 1)	At 02.09.19
Asset Register Renewal	£ 4,564.01
Election Expenses	£ 3,500.00
General Savings	£ 2,513.40
Total	£ 10,577.41

General Savings	At 02.09.19
Opening Balance at 01.04.19	£ 2,506.58
Interest to date	£ 6.82
Balance remaining	£ 2,513.40

YEAR END FORECAST	Forecast Balances at 31.03.20
Current Account	£ 7,102.70
General Reserves (Reserve Account 1)	£ 7,089.12
Depot Fund (Reserve Account 2)	£ 85.93
Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 12,271.34
Balance of Accounts:	£ 26,549.09
Ring-Fenced Funds	
Depot Fund	£ 12,357.27
Sum retained for electoral expenses #	£ 3,500.00
Sum retained for asset register renewal	£ 4,564.01
	£ 20,421.28
Disposable Funds at 31.03.20	£ 6,127.81

Sum retained for electoral expenses will need to be amended when invoice for 2019 election received from WDC

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