

NORTON LINDSEY PARISH COUNCIL

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

To All Members of the Council

6 June 2019

You are hereby summoned to attend an Ordinary Meeting of Norton Lindsey Parish Council to be held in the Church Room on Tuesday 11 June 2019 at 7.45pm, for the purpose of transacting the following business.

Press and Public are invited to attend.

Signed: *J Bendall*

Mrs Jennifer Bendall
Clerk and Responsible Financial Officer

Agenda

- 1. Chairman's notice regarding the recording and filming of the meeting**
- 2. Record of members present**
- 3. Apologies and acceptance of reasons for absence**
- 4. Declaration of Interest (existence and nature) on Items on the Agenda**
Councillors are reminded that under the Code of Practice they are asked to declare personal interests in any item on the agenda, and the nature of the interest. Should that interest be considered prejudicial to the matter under discussion, they should leave the room and not seek improperly to influence any decision on that matter.
- 5. Public Comments**
Period of up to 15 minutes where public comments are invited. The public can also use this time to address any issues to WDC Cllrs Rhead and / or Matecki.
- 6. To approve the minutes of the Annual and Ordinary Meetings held on 22 May 2019**
- 7. Chairman's / Clerk's report**
- 8. Matters arising**
- 9. To discuss and agree the Parish Council Action Plan 2019/20**
- 10. To discuss issues within the Parish relating to highways (eg. the state of the roads, parking, overgrown hedges, etc)**
 - 10.1 Update on issues previously reported**
 - 10.2 New issues**
- 11. Correspondence and Communications Report**
(circulated to Councillors prior to meeting)
- 12. Data Protection/GDPR Update**

13. Finance Matters

13.1 To note payments received since last meeting:

None.

13.2 To note payments made since last meeting:

Clerk's Salary – May 2019

13.3 To note expenditure for approval:

Clerk's expenses – April to June 2019

13.4 To note income and expenditure year to date

14. Planning Matters

14.1 To note and consider planning applications received:

- 7 Mill Close, Norton Lindsey, Warwick, CV35 8JU (W/19/0780)
Proposed demolition of existing rear conservatory and erection of a two storey rear extension and a single storey side extension

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

None.

14.3 To note planning application decisions received:

- Horsley House Farm, Norton Curlieu Lane, Norton Lindsey, Warwick, CV35 8RD (W/19/0460)
Proposed change of use of the barn from agricultural building for use as either a holiday let or annex.
Permission granted.

14.4 To note planning application updates:

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)

15. Parish Report

To include Warwick District Council and Warwick County Council reports.

16. Date of Next Meeting

Tuesday 9 July 2019 - Ordinary Meeting

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7 June 2019

Correspondence Report

Ordinary Meeting

11 June 2019

Correspondence of particular note is in red font.

DATE REC'D	SENT FROM	DETAILS	NOTES
03.05.19	WCC	Response from Martin Jelley, Chief Constable, Warwickshire Police regarding rural crime	Missed off May 2019 correspondence
20.05.19	WALC	VE Day 2020	
22.05.19	WALC	Carers Week epack	
23.05.19	WALC	Engagement over mental health services	
24.05.19	UK Cycling Events	Advance notification of cycle event	
28.05.19	WCC	Policy MCS10 – underground coal gasification Warwickshire Minerals Plan 2018	To note.
31.05.19	WCC	Further consultation (Warwickshire Minerals Plan Publication 2018)	To note.
03.06.19	WALC	Warwickshire Insights	To note.
04.06.19	Warwickshire PNN	Police Citizens Academy September 2019	
04.06.19	Warwickshire PNN	PCC Road Safety Grant Application 2019 – 20	Acknowledgment of our application. To note.
06.06.19	WDC	Chairman's Visit	To discuss.
07.06.19	Resident	Email from resident concerning proposed affordable housing on Curlieu Lane	To note.

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 11 June 2019

Reconciled to Current Account bank statement dated 30 May 2019

	Brought Forward 31.03.19	Actual YTD 2019/20
Current Account	£ 44,313.58	£ 11,468.84
General Reserves (Reserve Account 1) *	£ 9,370.59	£ 10,572.23
Depot Fund (Reserve Account 2)	£ 85.81	£ 85.82
Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 11,654.34	£ 11,654.34
Uncleared income	£ -	£ -
Unpresented cheques/payments	£ 220.00	£ 396.42
TOTAL	£ 65,204.32	£ 33,384.81

	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	£ 1.64
Bank Interest (Reserve Account 2)	£ 0.16	£ 0.12	£ 0.01
Bank Interest (Cambridge & Counties)	£ 786.24	£ 180.00	£ -
VAT	£ 236.47	£ -	£ -
Other	£ -	£ -	£ -
TOTAL	£ 9,055.22	£ 9,198.60	£ 4,501.65
EXPENDITURE			
Running Costs			
Clerk's Salary	£ 3,060.12	£ 3,170.00	£ 528.32
Clerk's Expenses (travelling and home working expenses)	£ 68.28	£ 92.00	£ -
Admin Expenses	£ 58.27	£ 100.00	£ -
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	£ -
Total	£ 3,867.80	£ 4,765.00	£ 924.74
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	£ 12,713.22	£ 46,950.00	£ 37,124.74

Other Expenditure	At 22.05.19
Total	£ -

Asset Register Renewal	At 22.05.19
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 22.05.19
Asset Register Renewal	£ 4,564.01
Election Expenses	£ 3,500.00
General Savings	£ 2,508.22
Total	£ 10,572.23

General Savings	At 22.05.19
Opening Balance at 01.04.19	£ 2,506.58
Interest to date	£ 1.64
Balance remaining	£ 2,508.22

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)	£ 11,834.34
<i>Balance of Accounts:</i>	£ 26,112.09
Ring-Fenced Funds	
Depot Fund	£ 11,920.27
Sum retained for electoral expenses #	£ 3,500.00
Sum retained for asset register renewal	£ 4,564.01
	£ 19,984.28
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