

## Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held on Zoom at 7.45pm on 8 September 2020

Present: Cllr N Brown (Acting Chair); Cllr Miss A Birch; Cllr Mrs K Elmhirst; Cllr Mrs F Goossens (for part of the meeting); Cllr Mrs A Mace-Leska; Cllr M Neale; Cllr J Stobart (for part of the meeting)  
WCC Cllr L Caborn

Parish Clerk: Mrs Jennifer Bendall

Public: One for part of the meeting

As Cllr Stobart had advised that he would be late joining the meeting, Cllr Brown offered to be acting Chair.  
Unanimously AGREED.

### **20/09/08/01 Record of members present**

Noted.

### **20/09/08/02 To receive apologies for absence**

*To receive, and consider for approval, apologies for absence and reasons given.*

None.

### **20/09/08/03 To receive declarations of interests (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, at this point or at any point during the meeting. 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.*

None.

### **20/09/08/04 Minutes of the last meeting(s)**

The minutes of the Ordinary Meeting held on 14 July 2020 were taken as read, APPROVED and signed by the Acting Chair.

### **20/09/08/05 Clerk's report**

**To receive a report from the Clerk detailing:**

#### **1. Actions taken following the previous meeting:**

- The Clerk advised that she had asked WDC Cllr Matecki for an update following his offer to follow up with WDC our request to switch the dog bins that are emptied and the offer to pay for an additional bin to be emptied at NLPC's expense.
- There is no further news regarding NLPC's request for additional dog fouling signs. The Clerk to chase.
- Regarding the affordable housing development, the Clerk discovered the reason there had been no response from Stratford District Council is that the case officer has left. The Clerk has had contact with the new case officer and will report that under Planning (agenda item 20/09/08/12). The Clerk has contacted Warwickshire Rural Community Council to find out when the Breach Lane, Claverdon, application for affordable housing will be submitted, but has not yet had a response.
- Regarding the Horsley House Farm hedges, the WDC Enforcement Officer has carried out a site visit and assessed the removal of the reported hedges, and has consulted with the Senior Enforcement Officer who will be carrying out a further assessment to determine what the next course of action should be. The Enforcement Officer will contact NLPC when there is an update.

**2. Items actioned under the NLPC Scheme of Delegation:**

- Flooding: 2 tonnes of sand was provided free of charge by R Adams & Sons in Henley in Arden. The New Inn manager offered to fill the sandbags that the Clerk held in store, helped by Cllr Neale, for residents to collect. There are a few filled bags left over and a small amount of sand. Agreement had been reached by the Parish Councillors via email to purchase one pair of flood warning signs for the “blind” bend on Snitterfield Lane where the road frequently floods and drivers approaching Norton Lindsey from Snitterfield can’t see the flood until they hit it. It was noted that WCC County Highways have provided one temporary emergency sign for that bend. NLPC will consider under agenda item 20/09/08/9.6.1 if additional flood warning signs should be purchased for use in the parish.

**3. Any day to day matters that NLPC should be aware of:**

- Website. The Clerk has made changes to the website to ensure better compliance with Website Accessibility regulations. There are a few items that are still to be rectified (mostly PDFs) and a few areas built into the website theme that the Clerk is unable to alter, and these will be noted on the Website Accessibility Statement. Regarding the PDFs, in the majority of cases the formatting needs altering to ensure that all required elements are included. There are some P that are scanned documents and are therefore unable to be Accessibility compliant. The Website Accessibility statement is to be approved and uploaded to the website (agenda item 20/09/08.9.8), and this will need to be reviewed next September.
- The Clerk has attended a risk management webinar which was very interesting. NLPC needs a Health & Safety policy, to carry out a risk assessment of assets and finances, etc, and will need to create method statements for tasks such as mowing Millennium Green, putting out the ice warning signs, etc. The Clerk will add these to the October meeting agenda.
- The Clerk has also attended an Accounts and Budgeting webinar.
- The Clerk advised that she has created a documents and policies review schedule, where 4/5 polices will be reviewed or adopted each month. The process should be completed by February/March at the latest.

**20/09/08/06 Items to be taken in private session**

*To determine which items, if any, of the Agenda should be taken with the public excluded.*

It was RESOLVED that there are no items to be discussed with the public excluded.

**20/09/08/07 To receive an update on the Parish Council Action Plan**

**1. Review / action to improve aspects of the physical environment of the parish.**

Suspended due to Covid-19.

**2. Biodiversity audit of the parish and its surroundings.**

Suspended due to Covid-19.

**3. Improve communication with parishioners and neighbouring authorities.**

NLPC has been utilising social media to pass information onto parishioners, particularly during the recent flooding.

**20/09/08/08 To discuss issues within the Parish relating to highways and public areas (eg. the state of the roads, parking, overgrown hedges, footpaths, etc)**

**1. To receive an update on issues previously reported.**

- A couple of pedestrian warning signs have been agreed by the WCC County Highways Engineer for Snitterfield Lane. These are to be positioned on the road between Arles Cottage and Blacon Farm track where there is no pavement.

- The reconstruction work for Norton Curlieu Lane to make the carriageway edges good and repair any degradation has been agreed at a cost of £70,000. £30,000 of this is to be paid out of WCC Cllr Caborn's Road Safety Budget, with the remainder coming from the standard Highways budget. WCC is now at the point that the scheme can be started, with the intention that the budget be spent during the current financial year.
  - The Clerk has reported to County Highways that there are some rotting signposts on Wolverton Road.
  - Regarding the blocked gullies on Snitterfield Lane, County Highways is to install a new gully from the telegraph pole above Willowdale to where it will connect with the brook below Willowdale's garden. It was noted that this work could take up to 6 months due to the requirement for the road to be closed.
  - It was noted that the manhole covers on Snitterfield Lane opposite Hi-Loe have been marked as if they are due to be fixed.
  - The gullies by Tudor Cottage on Main Street and by Hi-Loe on Snitterfield Lane are still scheduled to be jetted, but works have been delayed due to Covid-19 and the difficulties in needing two operatives but only being able to have one person in a vehicle.
  - On Warwick Road, the gullies around Littleworth have been jetted, but further inspection is required on the drains and pipework around the Poultry Farm.
  - The Clerk is still to report that shrubbery is overgrowing the pavement on Canada Lane.
  - The street light at end of Canada Lane, which had been turned on during the day, appears to have been fixed after the Clerk reported it to WDC Rural Street Lighting.
- 2. To report any new issues to be notified to the relevant authorities.**
- There is a water leak on Main Street which has been reported.

**20/09/08/09 Items for consideration and resolution**

- 1. To consider, and resolve if appropriate, the Internal Audit Schedule 2020 carried out by the Internal Auditor (*Local Government Act 1972 section 111*):**

The report from the Independent Internal Auditor identified some policies that NLPC currently does not have, along with the need to review staff contracts, check the security of investments, and the potential need for a purchase order system. The Clerk advised that the missing policies are on the policy review schedule. It was agreed that the Chairman would review the Clerk's contract of employment in March in time for the new financial year, and yearly thereafter. The Clerk is to set up a purchase order system and to review the security of NLPC's bank accounts.
- 2. To consider, and resolve if appropriate, holding the Annual Parish Assembly during the year 2020/21 (*Local Government Act 1972 schedule 12, paragraph 15*):**

It was AGREED that NLPC will hold a virtual Parish Assembly on Zoom before the Ordinary November meeting. The Parish Assembly will start at 7.00pm with the Ordinary meeting starting at its usual time of 7.45pm.
- 3. To consider, and resolve if appropriate, creating an Annual Report/Parish Update to be delivered to all households (*Local Government Act 1972 section 142*):**

It was AGREED that NLPC will issue a newsletter to all households in the Parish at the end of October, to give a "recap" of the last 18 months, a budgetary report, and to advise parishioners that the Parish Assembly will be taking place in November.
- 4. To consider, and resolve if appropriate, the purchase of a new Parish Council laptop to replace the existing one which is beginning to have hardware and technical issues (*Local Government Act 1972 section 111*):**

It was AGREED that the Parish Council laptop should be replaced, and that the Clerk should look at options and report back to the Council at the October meeting.

5. **To consider, and resolve if appropriate, if NLPC should make representations to the community team at Warwickshire Police following the recent anti-social behaviour concerning drug use on the playing fields and at Wolverton School during the summer holidays (*Local Government & Rating Act 1997 section 31*):**

It was AGREED that NLPC would contact the Warwickshire Police Warwick Rural West team with our concerns. Cllr Brown to draft a letter for the Clerk to send.
6. **Following the recent flooding in the village:**
  - 6.1 **to consider, and resolve if appropriate, the purchase of additional flood warning signs (*Road Traffic Regulations Action 1984 section 72[1]*):**

It was AGREED that NLPC would buy an additional two flood warning signs (four in total). The Clerk to look at what signs are available.
  - 6.2 **to consider, and resolve if appropriate, if NLPC should approach Wolverton and Claverdon Parish Councils about having a joint agreement on the response to future flooding in Norton Lindsey which affects all three parishes and the cost of replenishing sand-bags (*Local Government Act 1972 section 111*):**

It was RESOLVED that no action would be taken at this stage, but that the Clerk would investigate availability and cost of a bin to store sand.
7. **To review, and resolve if appropriate, the NLPC (*Local Government Act 1972 section 111*):**
  - 7.1 Financial Regulations. The changes to the Financial Regulations were AGREED.
  - 7.2 Standing Orders. It was AGREED to re-adopt the Standing Orders unchanged.
  - 7.3 Code of Conduct. It was AGREED to re-adopt the Code of Conduct unchanged.
  - 7.4 Complaints Procedure. It was AGREED to re-adopt the Complaints Procedure unchanged.
  - 7.5 Parish Council Action Plan. It was AGREED to re-adopt the Parish Council Action Plan unchanged as the actions on it were still valid.
8. **To consider, and resolve if appropriate, the NLPC Website Accessibility Statement (*Local Government Act 1972 section 111 and section 142*):**

The draft Website Accessibility Statement was AGREED. It was noted that this would be reviewed annually in September.
9. **To consider, and resolve if appropriate, which councillors should have access to the website for the purposes of updating content (*Local Government Act 1972 section 142*):**

Following discussion on the need for any uploads to the website to meet Website Accessibility guidelines, it was AGREED that Cllr Mrs Elmhirst should have access to the website for the purposes of uploading the parish magazine. The meeting noted that Cllrs Brown and Miss Birch also have access to the website, but Cllr Miss Birch advised that she wished for that access to be removed as she does not need to upload to the website.

#### **20/09/08/10 Items for information**

1. **To note and consider correspondence received, and resolve to action if appropriate.**

Noted. Following an email from a resident concerning dangerous trees on the footpath between Curlieu Lane and the playing field, it was noted that this had been reported to WCC Rights of Way, and it was AGREED that the Clerk would find out who owns the land.
2. **To note any changes to legislation and regulations which relate to parish councils.**

Noted.
3. **Other items for information.**

Discussion took place about the proposed local government reorganisation and the pros and cons of the options.

(Appendix 1 – circulated)

**20/09/08/11 Finance**

1. **To note the internal audit of accounts for the period July-August 2020.** Deferred to the next meeting.
2. **To receive a report detailing account balances.** Received.
3. **To note payments received since last meeting.** Noted.
4. **To note payments made since last meeting.** Noted.
5. **To review and approve items of expenditure.** None.
6. **To receive, approve and sign bank reconciliations prepared by the RFO.** The bank reconciliations were received and APPROVED, and signed by the Acting Chairman (Appendix 2 – circulated)

**20/09/08/12 Planning**

***To consider planning policies, applications and appeals received, and resolve to submit comments where appropriate.***

- The meeting noted that permission had been granted for the erection of an outdoor riding arena at Tamarin Farm.
- Discussion took place regarding the proposed outline planning application for affordable housing behind Brick Kiln Close, and the affect the recent flooding had on the properties alongside the field. It was AGREED that the Clerk should send a video and photographs showing the flooding to the case officer at SDC.
- There was also discussion about the hybrid planning application for the erection of replacement poultry houses and the outline planning application for the erection of a farm manager's dwelling, and the meeting noted the current status of the application and the continuing concerns of residents.

(Appendix 3 – circulated)

**20/09/08/13 To receive reports from Warwick District Council and Warwickshire County Council Councillors**

WCC Cllr Caborn reported on the current Coronavirus situation, and advised that the rising cases are concerning. Warwickshire has risen from 6 to 10 cases per 100,000 which is still considered very low, but Coventry has risen to 20 and Solihull to 42 which, alongside Birmingham, is in the danger zone. Solihull is unable to find any particular cause of the rise: they are doing track and trace and maintaining hygiene. There have been a couple of outbreaks in schools in Rugby, but these are under control. We should expect outbreaks in other schools now that they have gone back. The authorities were expecting a rise in cases, and measures have been put in place, eg. environmental health officers are available to visit pubs, etc, if there are any concerns. There are concerns about where the virus will go, and it was noted that the UK is about three weeks behind France. There have been a series of Government controlled pop-up test centres, including one at Warwick Racecourse last week. WCC is trying to get control of these pop-up test centres so their location can be published in advance. Antibody test trials are taking place in some care homes, and it was noted that WCC is finding that some staff are getting careless as they think they are safe. The PPE warehouse has been restocked with enough equipment to last until March. WCC is now seeking Covid Champions to work in local communities.

**20/09/08/14 Parish Report / Items for next meeting**

*Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate nor decision making.*

It was agreed that Cllr Mrs Elmhirst is to write the Parish Report for October.

Rewilding verges is to be added to the agenda for the October meeting.

There was discussion about the recent poor quality of the content of the WRW newsletters.

**20/09/08/15 Date of Next Meeting**

Tuesday 13 October 2020 - Ordinary Meeting

**20/09/08/16 The meeting closed at 21.57**

## Appendix 1 – Items for Information Only

### 1. Correspondence

Date	From	Subject
14.07.20	WALC	Reminder – reporting to the Rights of Way Team
15.07.20	Power for People	Update: the local electricity bill's reintroduction
15.07.20	SLCC	Extract from SLCC News Bulletin 15.07.20
16.07.20	Cllr Mrs Mace-Leska	Fwd: Warwickshire Trading Standards weekly scam alerts
24.07.20	SDC	SDC – planning policy update
29.07.20	WALC	Weekly update and information from WALC – 29 July
03.08.20	WALC	Just announced – Chairmanship skills – a two part Zoom session
04.08.20	WCC	Dog control proposals
04.08.20	WALC	Parish meetings and WALC newsletters
05.08.20	WALC	Eligibility of Town and Parish Councils for various business grants
05.08.20	WALC	WALC training and events news 5 August
05.08.20	WCC	Temporary Closure of D5259 Curlieu Lane
06.08.20	WDC	Warwickshire businesses – outbreak management letter
06.08.20	WDC	As above (2 <sup>nd</sup> email)
06.08.20	WALC	Free BHIB Risk Assessment webinar – 18 August
10.08.20	WALC	Chairmanship Skills Additional Dates announced
11.08.20	CCLT	August Report
16.08.2	WDC	Some news from Rosalind Anscombe
17.08.20	WALC	Briefing proposed changes to the Planning System 8 September
17.08.20	Resident	Email from resident concerning dangerous trees on footpath
20.08.20	WALC	Just announced – responding to planning applications
20.08.20	WDC	Planning application W20 0672 – Tamarin Farm
24.08.20	WALC	Equality and Diversity
24.08.20	WALC	020 20201 Pay Award
25.08.20	Cambridge & Counties	Reminder – interest rate reduction
01.09.20	SDC	19 01618 OUT land on Gannaway Farm
02.09.20	NHS Arden & Greater East Midlands CSU	Launch of engagement campaign for Coventry & Warwickshire Integrated Care Record
31.08.20	Residents	Various emails from residents concerning the Chicken Farm
03.09.20	CCLT	CCLT update

### 2. Legislation / Regulations

Date	Details
21.07.20	NALC LTN 79   Staff Pensions

### 3. Other items for information

Date	Details
-	To note the latest decisions by the Government, County Council and District Council regarding Local Government reorganisation

## Appendix 2 – Finance

### 1. Account Balances:

Account	Statement Date	Balance
NatWest Current Account	30 July 2020	£11,491.52
NatWest Reserve Account 1	5 August 2020	£8,961.40
NatWest Reserve Account 2	5 June 2020	£85.96
Cambridge & Counties 95-Day Notice Account	5 August 2020	£12,475.47
Santander Everyday Saving Account	2 September 2019	£1.08

### 2. Payments Received Since Last Meeting:

Date	Details	Amount
5 August 2020	NatWest Reserve Account 1 – interest	£0.08
5 August 2020	Cambridge & Counties – interest	£0.01

### 3. Payments Made Since Last Meeting:

Date	Details	Amount
15 July 2020	WALC (bookkeeping webinars)	£36.00
15 July 2020	Norton Lindsey Church Room (replacement cheque for room hire 2019 – original damaged)	£115.64
28 July 2020	Clerk's Salary	£264.16
28 August 2020	Clerk's Salary	£264.16

### 4. Items of Expenditure to be reviewed and approved:

Date	Details	Amount

NORTON LINDSEY PARISH COUNCIL

Accounts Year To Date as at 1 September 2020

Reconciled to NatWest Current Account bank statement dated 30 July 2020, NatWest Reserve Account 1 statement dated 5 August 2020 and Reserve Account 2 statement dated 29 May 2020, C&C 95 Day Notice Account statement dated 5 August 2020 and Santander Business Everyday Saver Account dated 2 September 2019

	Brought Forward 31.03.20	Actual YTD 2020/21
Current Account	£ 10,352.80	£ 11,491.52
General Reserves (Reserve Account 1) *1	£ 10,591.57	£ 8,961.40
Depot Fund (Reserve Account 2)	£ 85.94	£ 85.96
Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 12,271.34	£ 12,475.47
Depot Fund (Santander Business Everyday Saver Account)	£ 1.08	£ 1.08
Uncleared income	£ -	£ -
Unpresented cheques/payments	£ 115.64	£ 415.80
<b>TOTAL</b>	<b>£ 33,187.09</b>	<b>£ 32,599.63</b>

	Actual 2019/20	Budget 2020/21	Actual YTD 2020/21
<b>INCOME</b>			
Precept	£ 9,000.00	£ 10,000.00	£ 5,000.00
Bank Interest (Reserve Account 1)	£ 20.98	£ 15.00	£ 3.37
Bank Interest (Reserve Account 2)	£ 0.13	£ 0.12	£ 0.02
Bank Interest (Cambridge & Counties Account)	£ 617.00	£ 180.00	£ 204.13
Bank Interest (Santander Account)	£ -	£ -	£ -
VAT	£ -	£ -	£ -
Other	£ 835.90	£ -	£ -
<b>TOTAL</b>	<b>£ 10,474.01</b>	<b>£ 10,195.12</b>	<b>£ 5,207.52</b>

<b>EXPENDITURE</b>			
<b>Running Costs</b>			
Clerk's Salary (including payments to HMRC for PAYE/NI)	£ 3,952.76	£ 3,300.00	£ 2,247.69
Clerk's Expenses (travelling and home working expenses)	£ 69.45	£ 92.00	£ 18.60
Admin Expenses	£ 82.25	£ 100.00	£ 110.83
WALC Subscription	£ 126.00	£ 130.00	£ 148.00
Insurance	£ 270.42	£ 350.00	£ 274.32
Seminars	£ -	£ 100.00	£ -
Audit	£ -	£ 200.00	£ -
Miscellaneous	£ 1,067.60	£ 100.00	£ -
Hire of Rooms	£ -	£ 250.00	£ 115.64
Society of Council Clerks Membership	£ 89.00	£ 85.00	£ -
Information Commissions Office	£ 40.00	£ 40.00	£ -
Staff Training	£ 72.00	£ 100.00	£ 162.00
Website	£ 19.20	£ 48.00	£ -
<b>Total</b>	<b>£ 5,788.68</b>	<b>£ 4,895.00</b>	<b>£ 3,077.08</b>

**Section 137 Grants** (subject to the NLP Grants Policy/application process)  
£1,860.00 budgeted. However, total sum available by law for Section 137 grants is  
£8.32 per elector (344 as per register of electors 1 April 2020) = £2,862.08

Grants *2	£ 660.00	£ 1,860.00	£ -
<b>Total</b>	<b>£ 660.00</b>	<b>£ 1,860.00</b>	<b>£ -</b>

<b>Grants awarded under Discretionary Powers</b> (subject to the NLP Grants Policy/application process)			
Play Area Maintenance	£ 350.00	£ 350.00	£ -
Millennium Green Maintenance	£ 50.00	£ 50.00	£ -
Defibrillator Maintenance	£ 30.00	£ 30.00	£ -
Other *3	£ -	£ -	£ -
Churchyard Maintenance UNDER REVIEW	£ 300.00	£ 300.00	£ -
Church Clock Maintenance UNDER REVIEW	£ 198.00	£ 175.00	£ -
<b>Total</b>	<b>£ 928.00</b>	<b>£ 905.00</b>	<b>£ -</b>

<b>Donations from Depot Fund</b>			
Village Hall	£ 35,000.00	£ -	£ -
	£ -	£ -	£ -
<b>Total</b>	<b>£ 35,000.00</b>	<b>£ -</b>	<b>£ -</b>

<b>Special Items</b>			
Election Costs *4	£ -	£ 3,500.00	£ 2,833.54
Asset Register Renewal Fund *5	£ 1,200.00	£ 1,200.00	£ 1,200.00
Other *6	£ -	£ -	£ -
<b>Total</b>	<b>£ 1,200.00</b>	<b>£ 4,700.00</b>	<b>£ 4,033.54</b>
<b>TOTAL</b>	<b>£ 12,174.09</b>	<b>£ 12,360.00</b>	<b>£ 7,110.62</b>

*1 General Reserves Breakdown (held in Reserve A/C 1)	At 01.09.2020
Asset Register Renewal	£ 5,514.01
Election Expenses *4	£ 666.46
General Savings *7	£ 2,780.93
<b>Balance</b>	<b>£ 8,961.40</b>

*2 Section 137 Grants	At 01.09.2020
<b>Balance</b>	<b>£ -</b>

*3 Other Grants Awarded under Discretionary Powers	At 01.09.2020
<b>Balance</b>	<b>£ -</b>

*4 Election Expense Reserves	At 01.09.2020
Opening Balance at 01.04.20	£ 3,500.00
Less invoice from WDC for 2019 election	£ 2,833.54
<b>Balance</b>	<b>£ 666.46</b>

The sum retained for electoral expenses was reduced when invoice for 2019 election was received from WDC. ESSO will have to be set aside each year for the next three years to bring the sum retained for electoral expenses back up to £3,500 ahead of the 2023 elections.

*5 Asset Register Renewal Fund	At 01.09.2020
Opening Balance at 01.04.20	£ 4,314.01
Annual increase	£ 1,200.00
<b>Balance</b>	<b>£ 5,514.01</b>

*6 Other (Special Items) Expenditure	At 01.09.2020
<b>Balance</b>	<b>£ -</b>

*7 General Savings	At 01.09.2020
Opening Balance at 01.04.20	£ 2,777.56
Interest to date	£ 3.37
<b>Balance</b>	<b>£ 2,780.93</b>

YEAR END FORECAST	Forecast Balances at 31.03.2021
Current Account	£ 9,754.46
General Reserves (NatWest Reserve Account 1)	£ 9,304.07
Depot Fund (Santander Business Everyday Saver)	£ 1.08
Depot Fund (NatWest Reserve Account 2)	£ 86.05
Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 12,451.34
	£ 31,597.00
<b>Ring-Fenced Funds</b>	
Depot Fund	£ 12,538.47
Sum retained for electoral expenses	£ 666.46
Sum retained for asset register renewal	£ 5,514.01
	£ 18,718.94
<b>Forecast Disposable Funds at 31.03.2021</b>	<b>£ 12,878.06</b>



## Appendix 3 – Planning

### 1. Planning Applications: to consider, and resolve to submit comments where appropriate:

Reference	Address	Description	Deadline

### 2. To note planning applications received and considered under delegated powers:

Reference	Address	Description	NLPC Comments

### 3. To note planning application decisions:

Reference	Address	Description	Decision
W/20/0672	Tamarin Farm, Warwick Road, Littleworth	Erection of outdoor riding arena	Permission Granted

### 4. To receive updates to planning applications:

Reference	Address	Description
19/01618/OUT (Stratford DC)	Grade 3 Agricultural Land On Gannaway Farm, Brick Kiln Close,	Outline planning application is for 12 affordable homes on land behind Brick Kiln Close, Curlieu Lane
W/19/1133	Land at Ward Hill, Warwick Road, Littleworth	Hybrid planning application consisting of full planning application for the erection of 2 replacement poultry houses for poultry rearing and the repositioning of existing access; Outline planning application for the erection of a farm manager's dwelling

### 5. Planning Appeals: to consider, and resolve to submit comments where appropriate:

Reference	Address	Description	Deadline

### 6. To note Planning Appeal Decisions received:

Reference	Address	Description	Decision

### 7. To consider planning policies where appropriate

### 8. To discuss matters of concern regarding building works within Norton Lindsey (parish or village)