

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)

To All Members of the Council

4 February 2021

You are hereby summoned to attend an Ordinary Meeting of Norton Lindsey Parish Council to be held at 7.45pm on Tuesday 9 February 2021 on Zoom.

Join via the Internet by going to <https://us05web.zoom.us/j/87167462797?pwd=SIRndGNUUGQzU3BNNkp3MG1jQlJlVQT09>, or join by telephone by dialling 0330 088 5830 (note that charges will apply), and entering Meeting ID: 871 6746 2797 and Passcode: un43xr. *Please note that due to increased demand, dial-in by phone audio conferencing capabilities may be temporarily removed. If you are unable to join the meeting by dial-in please telephone the Clerk.*

The following business will be transacted.

Press and Public are invited to attend.

Signed: *J Bendall*

Mrs Jennifer Bendall
Clerk and Responsible Financial Officer

There will be a period of up to 15 minutes at the beginning of the meeting where public questions and comments are invited.

Agenda

21/02/09/01 Record of members present

21/02/09/02 To receive apologies for absence

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

21/02/09/03 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.

21/02/09/04 Minutes of the last meeting(s)

To approve and sign the minutes of the Ordinary Meeting held on 12 January 2021.

21/02/09/05 Clerk's report

To receive a report from the Clerk detailing:

1. actions taken following the previous meeting;
2. items actioned under the NLPC Scheme of Delegation; and
3. any day to day matters that NLPC should be aware of.

21/02/09/06 Items to be taken in private session

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

21/02/09/07 To receive an update on the Parish Council Action Plan

1. Review / action to improve aspects of the physical environment of the parish.
2. Biodiversity audit of the parish and its surroundings.
3. Improve communication with parishioners and neighbouring authorities.

21/02/09/08 To receive an update on the Local Government Reorganisation

21/02/09/09 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.
2. To report any new issues to be notified to the relevant authorities.

21/02/09/10 Items for consideration and resolution

1. To consider, and resolve to approve if appropriate, the grant applications received for the financial year 2021/21
2. To consider the concerns raised by residents about parking on Church Road, and to resolve to approve if appropriate any action that NLPC could take to help alleviate the situation

21/02/09/11 Items for information

1. To note and consider correspondence received and resolve to action if appropriate.
Please note that following the issue of this agenda any correspondence received up to 5pm on the day before the meeting will be considered.
2. To note any changes to legislation and regulations which relate to parish councils.
3. Other items for information.
(Appendix 1 – circulated)

21/02/09/12 Finance

1. To receive a report detailing account balances.
2. To note payments received since last meeting.
3. To note payments made since last meeting.
4. To review and approve items of expenditure.
5. To receive, approve and sign bank reconciliations prepared by the RFO.
(Appendix 2 – circulated)

21/02/09/13 Planning

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

Please note that following the issue of this agenda any applications received up to 5pm on the day before the meeting will be considered.

(Appendix 3 – circulated)

21/02/09/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors

21/02/09/15 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.

21/02/09/16 Date of Next Meeting

Tuesday 9 March 2021 - Ordinary Meeting

21/02/09/17 Close

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
14.01.21	WDC	Dog bins
14.01.21	WCC	Temporary closure of C93 Norton Curlieu Lane
19.01.21	WDC	Dog fouling stencils and posters
21.01.21	WCAVA	Your WCAVA Rural Capacity Officer for Warwick District
22.01.21	WCC	Local Transport Plan – consultation on key themes
22.01.21	WCC	Warwickshire Local Transport Plan
26.01.21	WDC	PDF version of Enforcement Training Presentation
01.02.21	WALC	Introduction to Equality, Diversity and Inclusion
02.02.21	WCC	£1m Green Shoots Community Climate Change Fund is now open for applications

2. Legislation / Regulations

Date	Details
26.01.21	The Section 137 limit for 2021 - 2022 has been announced as £8.41.

3. Other items for information

Date	Details
-	

Appendix 2 – Finance

1. Account Balances:

Account	Statement Date	Balance
NatWest Current Account	29 January 2021	£12,565.22
Less unpresented cheques / payments not reconciled to bank statement		-£579.01
NatWest Reserve Account 1	4 December 2020	£8,961.78
NatWest Reserve Account 2 *	4 December 2020	£85.97
Cambridge & Counties 95-Day Notice Account *	5 August 2020	£12,475.47
Santander Everyday Saving Account *	2 September 2020	£1.08
<i>TOTAL</i>		£33,510.51

* Depot Fund

2. Payments Received Since Last Meeting:

Date	From / Details	Amount
31 December 2020	NatWest – Interest on Reserve Account 1	£0.08

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
28 January 2021	Clerk's Salary	£271.44
29 January 2021	CLlr Miss Birch – Christmas decorations	£50.08

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
9 February 2021	CLlr N Brown – Christmas decorations, printing, frame	£182.78

Accounts Year To Date as at 9 February 2021

Reconciled to NatWest Current Account bank statement dated 29 January 2021, NatWest Reserve Account 1 statement dated 5 January 2021 and Reserve Account 2 statement dated 4 December 2020, C&C 95 Day Notice Account statement dated 5 August 2020 and Santander Business Everyday Saver Account dated 2 September 2020

2019/2020 Actual	Item	2020/2021 Budget	2020/2021 Actual YTD	2020/2021 Likely out-turn
BROUGHT FORWARD: BALANCE OF ACCOUNTS				
£ 44,313.58	Current A/C	£ 7,414.46	£ 10,352.80	£ 10,352.80
-£ 220.00	Less unrepresented cheques / payments not reconciled to statement	£ -	-£ 115.64	-£ 115.64
£ 9,370.59	General Reserves (Reserve A/C 1)	£ 7,002.64	£ 10,591.57	£ 10,591.57
£ 85.81	Depot Fund (Reserve A/C 2)	£ 85.93	£ 85.94	£ 85.94
£ 1.08	Depot Fund (Santander A/C)	£ -	£ 1.08	£ 1.08
£ 11,654.34	Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 12,271.34	£ 12,271.34	£ 12,271.34
£ 65,205.40	TOTAL BROUGHT FORWARD	£ 26,774.37	£ 33,187.09	£ 33,187.09
RECEIPTS				
£ 9,000.00	Precept	£ 10,000.00	£ 10,000.00	£ 10,000.00
£ -	VAT Refund	£ -	£ -	£ -
£ 20.98	Bank Interest: Reserve A/C 1	£ 15.00	£ 3.75	£ 3.96
£ 0.13	Bank Interest: Reserve A/C 2	£ 0.12	£ 0.03	£ 0.02
£ -	Bank Interest: Santander	£ -	£ -	£ -
£ 617.00	Bank Interest: Cambridge & Counties	£ 180.00	£ 204.13	£ 204.13
£ 835.90	Other	£ -	£ -	£ -
£ 10,474.01	TOTAL RECEIPTS	£ 10,195.12	£ 10,207.91	£ 10,208.11
GENERAL EXPENDITURE				
£ 126.00	WALC Subscription	£ 130.00	£ 127.00	£ 127.00
£ 270.42	Insurance	£ 350.00	£ 274.32	£ 274.32
£ -	Seminars for Councillors	£ 100.00	£ 15.00	£ 15.00
£ -	Audit	£ 200.00	£ 200.00	£ 200.00
£ 3,952.76	Staff costs (includes payments to HMRC)	£ 3,300.00	£ 4,725.08	£ 4,904.53
£ 27.45	Clerk's travel expenses	£ 50.00	£ 31.50	£ 50.00
£ 42.00	Home working allowance	£ 42.00	£ 31.50	£ 42.00
£ 82.25	Admin Expenses: Stationery/Printing/Postage/etc	£ 100.00	£ 217.65	£ 250.00
£ -	Miscellaneous	£ 100.00	£ 99.58	£ 100.00
£ 115.64	Hire of Rooms	£ 250.00	£ -	£ -
£ 89.00	Society of Local Council Clerks Membership	£ 85.00	£ 92.00	£ 92.00
£ 40.00	Information Commissioners Office (data protection)	£ 40.00	£ 40.00	£ 40.00
£ 72.00	Clerk's Training	£ 100.00	£ 135.00	£ 162.00
£ 19.20	Website	£ 48.00	£ -	£ 48.00
£ -	Election Costs Fund annual increase	£ 1,000.00	£ -	£ -
£ 1,200.00	Assets Fund annual increase	£ 1,200.00	£ 1,200.00	£ 1,200.00
£ 1,040.00	Section 137 Grants	£ 2,365.00	£ 115.29	£ 2,365.00
£ 548.00	Grants under Discretionary Powers	£ 400.00	£ -	£ 400.00
	VAT paid out on general expenditure (to be reclaimed) (NB. 2019/20 costs are shown with VAT included)	£ -	£ 126.66	£ 108.20
£ 7,624.72	TOTAL GENERAL EXPENDITURE	£ 9,860.00	£ 7,430.58	£ 10,378.05
EXPENDITURE FROM RESERVES				
£ 35,000.00	Depot Fund	£ -	£ -	£ -
£ -	Election Costs	£ -	£ 2,833.54	£ 2,833.54
£ 1,067.60	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ 683.65	£ 683.65
	VAT paid out on Assets Fund expenditure (to be reclaimed) (NB. 2019/20 costs are shown with VAT included)	£ -	£ 136.72	£ 136.72
£ 36,067.60	TOTAL EXPENDITURE FROM RESERVES	£ -	£ 3,517.19	£ 3,653.91
At Year End 31.03.20	BALANCE OF ACCOUNTS CARRIED FORWARD	Budget 2020/2021	Actual YTD 2020/2021	Likely Year End Out-Turn 31.03.21
£ 10,352.80	Current A/C	£ 7,554.46	£ 12,565.22	£ 9,038.74
-£ 115.64	Less unrepresented cheques / payments not reconciled to statement	£ -	£ 579.01	£ -
£ 10,591.57	General Reserves (Reserve A/C 1)	£ 9,217.64	£ 8,961.78	£ 8,961.99
£ 85.94	Depot Fund (Reserve A/C 2)	£ 86.05	£ 85.97	£ 85.96
£ 1.08	Depot Fund (Santander A/C)	£ -	£ 1.08	£ 1.08
£ 12,271.34	Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 12,451.34	£ 12,475.47	£ 12,475.47
£ 33,187.09	TOTAL CARRIED FORWARD	£ 29,309.49	£ 33,510.51	£ 30,563.24
At Year End 31.03.20	DISPOSABLE FUNDS AT YEAR END	Budget 2020/2021	Actual YTD 2020/2021	Likely Year End Out-Turn 31.03.21
£ 33,187.09	Total balance of accounts	£ 29,309.49	£ 33,510.51	£ 30,563.24
£ 3,500.00	Less Sum retained for Electoral Expenses	£ 1,000.00	£ 666.46	£ 666.46
£ 4,314.01	Less Sum retained for Asset Purchase, Renewal and Inspection	£ 5,764.01	£ 4,693.64	£ 4,693.64
£ 12,358.36	Less Depot Fund	£ 12,537.39	£ 12,562.52	£ 12,562.51
£ 13,014.72	DISPOSABLE FUNDS	£ 10,008.09	£ 15,587.89	£ 12,640.63

Appendix 3 – Planning

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

Reference	Address	Description	Deadline
W/20/1846	Millfield, Wolverton Road, Norton Lindsey, Warwick, CV35 8JL	Application for proposed Lawful Development Certificate for erection of single storey rear extension <i>For information only</i>	N/A

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
-			

4. To receive updates to planning applications and to consider, and resolve to submit additional comments where appropriate:

Reference	Address	Description
19/01618/OUT (Stratford DC)	Grade 3 Agricultural Land on Gannaway Farm, Brick Kiln Close,	Outline planning application for affordable homes on land behind Brick Kiln Close, Curlieu Lane <i>To note, discuss and determine if NLPC wishes to respond to the further revised planning statement recently lodged by CCLT</i>
W/20/1783	Hatton Country World, Dark Lane, Hatton, Warwick, CV35 8XA	Application for change of use of land to camping and caravanning site <i>To receive an update on the planning application</i>

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)