

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Village Hall at 7.45pm on 19 January 2022

Present: Cllr J Stobart (Chair); Cllr N Brown; Cllr A Birch; Cllr K Elmhirst
WDC/WCC Cllr Matecki
Parish Clerk: Jennifer Bendall
Public: None

22/01/19/01 Record of members present
Noted.

22/01/19/02 To receive apologies for absence
Apologies were received from Cllr Neale who was on holiday and Cllr Mann who had work commitments. APPROVED. Apologies were also received from WDC Cllr Rhead.

22/01/19/03 To receive declarations of interests (existence and nature) on items on the Agenda
As residents of the parish, all Councillors declared an interest in agenda item 22/01/19/09.3 and 4

22/01/19/04 Minutes of the last meeting(s)
The minutes of the Ordinary Meeting held on 9 November 2021 were taken as read, APPROVED and signed by the Chair.

22/01/19/05 Clerk's report
To receive a report from the Clerk detailing:

- 1. Actions taken following the previous meeting**
Pruning of Hedges – The Clerk advised that draft letters are still to be done and circulated for approval.
Banking – The application for NatWest Bankline has been successful and is now up and running.
- 2. Items actioned under the NLPC Scheme of Delegation**
Planning appeals for APP/J3720/W/21/3282198 (Land at Gannaway Farm) and APP/T3725/D/21/3286981 (Stable Cottage) were considered under the NLPC Scheme of Delegation (see Appendix 3 item 5).
- 3. Any day to day matters that NLPC should be aware of**
None.

22/01/19/06 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.

22/01/19/07 To discuss issues within the Parish relating to highways and public areas (eg. the state of the roads, parking, overgrown hedges, footpaths, etc)

- To receive an update on issues previously reported.
 - Hedges – see Clerk's report.
 - The Brittons lane sign at the crossroads has been fixed.
 - The VAS sign by School is still not working.
 - Pedestrian signs on Snitterfield Lane – Cllr Matecki to chase County Highways.
 - Grit bins – Mr Sparkes is happy to check the condition of the grit bins on behalf of NLPC.
- To report any new issues to be notified to the relevant authorities.
 - There is a pothole on Wolverton Road by Stowey – the Clerk to report.
 - The Snitterfield Lane gullies are blocked again on the left hand side going down the hill, with the gully at the bottom leading off to field completely blocked – the Clerk to report.

22/01/19/08 To receive an update on plans for celebrating the Queen’s Platinum Jubilee

Ideas that are being investigated further are planters next to existing village signs or a decorative village sign. Cllrs Brown and Elmhirst to meet to discuss prices. WCC Matecki advised that there is likely to be a relaxation of rules governing road closures to enable street parties, etc, to take place. Cllr Brown to speak to other village organisations about a joint event.

22/01/19/09 Items for consideration and resolution

1. To consider, and resolve to approve if appropriate, the grant applications received for the financial year 2021/22 (various legislation)

The Clerk advised that there has been no change to legislation governing donations for the maintenance of church property.

Following discussion and consideration of budget constraints it was agreed that grants would be awarded as follows:

Application From	Brief Description	Sum approved 19/01/22	Legislation
NL Public Access Defibrillator	Defibrillator maintenance	£ 30.00	Local Government Act 1972, s.137(4)(a)
Norton Lindsey Playground	Donation towards running costs of playground	£ 350.00	Local government (Miscellaneous Provisions) Act 1976, s.19
Defibrillator for School	Donation towards installation of a defibrillator at the school	£ 200.00	Local Government Act 1972, s.137(4)(a)
PCC / NL Church Clock	Donation to cover the costs of servicing	£ 198.00	Parish Councils Act 1957, s.2
NL Church Room	Donation towards insurance and electricity costs	£ 200.00	Local Government Act 1972, S.133
PCC / NL Churchyard	Donation towards maintenance costs	£ 250.00	Local Government Act 1972, s.214(6)

The meeting noted that the Christmas tree and batteries for the tree lights had come from the budget for grants made under discretionary powers (Local Government Act 1972, s.144), and that the annual honorarium/donation to costs of £50 for the maintenance of Millennium Green came from the budget for grants made under discretionary powers (Open Spaces Act 1906, ss.9-10). The meeting was also reminded that grants agreed in the previous financial year for seeds for verge rewilding and blue plaques had actually been paid in the current financial year (legislation: Highways Act 1980, s.96 and LGA 1972 s.137(4)(a) respectively).

2. Due to the low number of grant applications received for the financial year 2021/22, to consider, and resolve to approve if appropriate, allowing late applications and the deadline for receiving applications if approved (various legislation)

It was agreed to open a second round of grant applications, to be received by 31 January 2022.

3. To consider, and resolve to accept if appropriate, the proposed budget for the financial year 2022/23 (circulated to Councillors prior to the meeting) (Local Government Finance Act 1992 s.41)

The proposed budget for the forthcoming financial year was discussed and approved.

4. To consider, and resolve to approve if appropriate, the Precept requirement for the 2022/23 financial year (Local Government Finance Act 1992 s.41)

Following discussion and consideration of budget requirements for the forthcoming financial year, it was AGREED that the Precept requirement would remain at £10,000.00 to meet NLPCs financial obligations for the year 2022/23. The Clerk to submit the precept request to WDC.

22/01/19/10 Items for information

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

NOTED. There was discussion regarding the Stanks trough at the end of Canada Lane which appears to be blocked by collapsed brickwork. It was noted that as the land is common land and not owned, nobody has designated responsibility for it. However, when the weather improves NLPC will try to help drain the trough on a best endeavour basis.

2. **To note any changes to legislation and regulations which relate to parish councils.** NOTED.
3. **Other items for information.** NOTED.
(Appendix 1 – circulated)

22/01/19/11 Finance

1. **To receive a report detailing account balances.** RECEIVED.
2. **To note the cancellation of unpresented cheques from previous financial year.** NOTED
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.** APPROVED.
6. **To receive, approve and sign bank reconciliations prepared by the RFO.** APPROVED.
(Appendix 2 – circulated)

22/01/19/12 Planning

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

(Appendix 3 – circulated)

NOTED. WDC Cllr Matecki advised that complaints regarding the Poultry Farm planning application were submitted to the Legal Team who had subsequently passed them to a Barrister, who has also raised questions about the application. Responses to these questions were due to be received by the middle of January to enable the application to be heard at the February Planning Committee meeting, unless it is refused under delegated authority. If the application goes to Committee, all objectors should co-ordinate their responses to make best use of the time available. There was discussion regarding clearance of the derelict site, and fly tipping by the entrance.

22/01/19/13 To receive reports from Warwick District Council and Warwickshire County Council Councillors
Warwick District Council

Cllr Matecki advised that WDC and SDC have voted to merge into a South Warwickshire Council, and a letter has been sent to the Secretary of State asking for permission for the merger to go ahead. The Secretary of State has 12 months to respond although if the answer is “no” the response is likely to be received within 3 or 4 months. Cllr Matecki reported that the Local Plan for South Warwickshire has now been issued. It is a call for sites and includes maps and plans. At this stage it is just identifying land put forward by landowners, no decisions have been made yet. Finally, Cllr Matecki advised that new grants are available for the hospitality sector affected by Covid.

Warwickshire County Council

Cllr Matecki reported on Covid hospitalisations, and it was noted that 44% of patients in hospital with Covid didn't go into hospital because of Covid. It was noted that the integrated care system for Coventry and Warwickshire is being overhauled.

22/01/19/14 Parish Report / Items for next meeting

- The Clerk to add Parish Council email addresses to the February meeting agenda.
- There was discussion regarding the ongoing works at Blacon Farm and whether it would come under permitted development. As the property is in Wolverton parish, the Clerk is to approach Wolverton Parish Council.
- There was discussion regarding an antivax poster that has been displayed on the bus shelter noticeboard.

22/01/19/15 Date of Next Meeting

8 February 2022

22/01/19/16 Close

The meeting closed at 9.55 pm

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
10.11.21	WDC	Housing and Employment Land Availability Assessment
11.11.21	WALC	Members Newsletter
11.11.21	Warwickshire Lieutenancy	Queen's Green Canopy
11.11.21	WALC	Diamond Jubilee Community Grant Fund
12.11.21	Resident	Stanks Trough
25.11.21	WALC	Members Newsletter
25.11.21	WALC	Upcoming Training and Events
01.12.21	Warwickshire Police	Policing Priorities Voting
03.12.21	WALC	Protecting Public Rights of Way
06.12.21	WCC	Household Waste Recycling Centre Survey
09.12.21	WALC	Members Newsletter
09.12.21	WALC	20's Plenty for Warwickshire
10.12.21	WDC	Confidential Update – Commonwealth Games Road Race
15.12.21	WALC	WALC Focus on 'Local Council Award Scheme'
17.12.21	20's Plenty Warwickshire	20's Plenty for Warwickshire
21.12.21	WDC	Calendar of meetings 2022-23
21.12.21	WALC	Recent meeting with NALC and virtual meetings
05.01.22	WALC	WALC Upcoming training and events
07.01.22	Warwickshire Police	Invitation to budget consultation meeting
10.01.22	WCC	Warwickshire's Vision for Bus Travel
13.01.22	WALC	WALC Members Newsletter
13.01.22	WALC	20mph – 20's Plenty for Warwickshire follow up email
13.01.22	WALC	WALC Clarification on earlier email re 20s Plenty ...

2. Legislation / Regulations

Date	Details
November 2021	LTN 65 CLOSED CHURCHYARDS AND DISUSED BURIAL GROUNDS
November 2021	LTN 31 LOCAL COUNCIL GENERAL POWERS
November 2021	LTN 5E PARISH COUNCIL MEETINGS [ENGLAND]

3. Other items for information

Date	Details
December 2021	Fact sheet for councils: the use of personal email addresses and devices

Appendix 2 – Finance

1. Account Balances:

Account	Statement Date	Balance
NatWest Current Account	29 November 2021	£15,302.47
Less unpresented cheques / payments not reconciled to bank statement		£0.00
NatWest Reserve Account 1	3 September 2021	£10,162.67
NatWest Reserve Account 2 *	5 July 2021	£85.99
Cambridge & Counties 95-Day Notice Account *	31 July 2021	£12,610.21
Santander Everyday Saving Account *	2 September 2021	£1.08
<i>TOTAL</i>		£38,162.42

* Depot Fund

2. Payments Received Since Last Meeting:

Date	From / Details	Amount
30 November 2021	NatWest / Interest	£0.22
31 December 2021	NatWest / Interest	£0.09

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
29 November 2021	Clerk's Salary	£271.44
29 December 2021	Clerk's Salary	£271.44

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
19 January 2022	Cllr Brown / Christmas Tree, batteries for lights	£49.99
19 January 2022	Clerk / Expenses October to December 2021	£14.55

NORTON LINDSEY PARISH COUNCIL

Accounts Year To Date as at 19 January 2022

Reconciled to NatWest Current Account bank statement dated 30 December 2021, NatWest Reserve Account 1 statement dated 5 January 2022 and Reserve Account 2 statement dated 5 January 2022, C&C 95 Day Notice Account statement dated 31 July 2021 and Santander Business Everyday Saver Account dated 2 September 2021

2020/2021 Actual	Item	2021/2022 Budget	2021/2022 Actual YTD	2021/2022 Likely out-turn
BROUGHT FORWARD: BALANCE OF ACCOUNTS				
£ 10,352.80	Current A/C	£ 9,038.74	£ 9,995.96	£ 9,995.96
-£ 115.64	Less unrepresented cheques / payments not reconciled to statement	£ -	£ 430.08	£ 430.08
£ 10,591.57	General Reserves, Asset Fund, Electoral Expenses (Reserve A/C 1)	£ 8,961.99	£ 8,962.00	£ 8,962.00
£ 85.94	Depot Fund (Reserve A/C 2)	£ 85.96	£ 85.97	£ 85.97
£ 1.08	Depot Fund (Santander A/C)	£ 1.08	£ 1.08	£ 1.08
£ 12,271.34	Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 12,475.47	£ 12,475.47	£ 12,475.47
£ 33,187.09	TOTAL BROUGHT FORWARD	£ 30,563.24	£ 31,090.40	£ 31,090.40
RECEIPTS				
£ 10,000.00	Precept	£ 10,000.00	£ 10,000.00	£ 10,000.00
£ -	VAT Refund	£ 430.00	£ -	£ 573.51
£ 3.97	Bank Interest: Reserve A/C 1	£ 3.75	£ 0.67	£ 1.00
£ 0.03	Bank Interest: Reserve A/C 2	£ 0.12	£ 0.02	£ 0.02
£ -	Bank Interest: Santander	£ -	£ -	£ -
£ 204.13	Bank Interest: Cambridge & Counties	£ 124.00	£ 134.74	£ 134.74
£ -	Other	£ -	£ 250.00	£ 250.00
£ 10,208.13	TOTAL RECEIPTS	£ 10,557.87	£ 10,385.43	£ 10,959.27
GENERAL EXPENDITURE				
£ 127.00	WALC Subscription	£ 140.00	£ 127.00	£ 127.00
£ 274.32	Insurance	£ 350.00	£ 274.32	£ 274.32
£ 15.00	Seminars for Councillors	£ 100.00	£ -	£ 100.00
£ 200.00	Audit	£ -	£ -	£ -
£ 5,267.96	Staff costs (includes payments to HMRC)	£ 3,450.00	£ 2,442.96	£ 3,450.00
£ 35.55	Clerk's travel expenses	£ 50.00	£ 16.12	£ 50.00
£ 42.00	Home working allowance	£ 42.00	£ 21.00	£ 42.00
£ 245.06	Admin Expenses: Stationery/Printing/Postage/etc	£ 125.00	£ 4.37	£ 125.00
£ 99.58	Miscellaneous	£ 500.00	£ -	£ 500.00
£ -	Hire of Rooms	£ 250.00	£ -	£ 250.00
£ 92.00	Society of Local Council Clerks Membership	£ 100.00	£ 95.00	£ 95.00
£ 40.00	Information Commissioners Office (data protection)	£ 45.00	£ 40.00	£ 40.00
£ 135.00	Clerk's Training	£ 100.00	£ -	£ 100.00
£ -	Website	£ 75.00	£ -	£ 75.00
£ -	Election Costs Fund annual increase	£ -	£ -	£ -
£ 1,200.00	Assets Fund annual increase	£ 1,200.00	£ 1,200.00	£ 1,200.00
£ 595.29	Section 137 Grants	£ 2,000.00	£ 393.53	£ 2,000.00
£ 1,350.00	Grants under Discretionary Powers	£ 500.00	£ 107.50	£ 500.00
£ -	Annual Parish Council Report	£ 100.00	£ -	£ 100.00
£ -	Parish Plan	£ 500.00	£ -	£ 500.00
£ -	Transfer to Assets Fund (eg. VAT refund on asset purchases, etc)	£ -	£ -	£ 350.26
£ 132.15	VAT paid out on general expenditure (to be reclaimed)	£ 100.00	£ 121.69	£ 121.69
£ 9,850.91	TOTAL GENERAL EXPENDITURE	£ 9,727.00	£ 4,843.49	£ 10,000.27
EXPENDITURE FROM RESERVES				
£ -	Depot Fund	£ -	£ -	£ -
£ 2,833.54	Election Costs	£ -	£ -	£ -
£ 683.65	Assets Fund (purchase, repair, renewal, inspection)	£ 625.00	£ -	£ 625.00
£ 136.72	VAT paid out on Assets Fund expenditure (to be reclaimed)	£ 125.00	£ -	£ 125.00
£ 3,517.19	TOTAL EXPENDITURE FROM RESERVES	£ 750.00	£ -	£ 750.00
BALANCE OF ACCOUNTS CARRIED FORWARD				
Actual Year End 2020/2021		Budget 2021/2022	Actual YTD 2021/2022	Likely Year End Out-Turn 31.03.22
Current Account				
£ 9,995.96	Current A/C	£ 9,741.74	£ 15,302.47	£ 10,389.12
£ -	Less unrepresented cheques / payments not reconciled to statement from previous year	£ -	£ -	£ -
£ 430.08	Less unrepresented cheques / payments not reconciled to statement from current year	£ -	£ -	£ -
£ 9,565.88		£ 9,741.74	£ 15,302.47	£ 10,389.12
Reserve Account 1				
£ 8,962.00	General Reserves	£ 9,415.74	£ 10,162.67	£ 9,763.26
Depot Fund				
£ 85.97	Reserve Account 2	£ 85.96	£ 85.99	£ 85.99
£ 1.08	Santander Account	£ 1.08	£ 1.08	£ 1.08
£ 12,475.47	Cambridge & Counties 95 Day Notice Account	£ 12,599.47	£ 12,610.21	£ 12,610.21
£ 12,562.52		£ 12,686.51	£ 12,697.28	£ 12,697.28
£ 22,128.40	TOTAL CARRIED FORWARD	£ 31,843.99	£ 38,162.42	£ 32,849.66
DISPOSABLE FUNDS AT YEAR END				
Actual Year End 2020/2021		Budget 2021/2022	Actual YTD 2021/2022	Likely Year End Out-Turn 31.03.22
£ 31,090.40	Total balance of accounts	£ 31,843.99	£ 38,162.42	£ 32,849.66
£ 666.46	Less Sum retained for Electoral Expenses	£ 3,500.00	£ 3,500.00	£ 3,500.00
£ 4,693.64	Less Sum retained for Asset Purchase, Renewal and Inspection	£ 5,143.64	£ 5,893.64	£ 5,493.90
£ 12,562.52	Less Depot Fund	£ 12,599.47	£ 12,697.28	£ 12,697.28
£ 13,167.78	DISPOSABLE FUNDS	£ 10,600.88	£ 16,071.50	£ 11,158.48

Appendix 3 – Planning

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

Reference	Address	Description	Deadline
W/22/0003/TCA	Corbell House, Main Street, Norton Lindsey, Warwick, CV35 8JA	Tree pollarding	N/A <i>For information only</i>
W/22/0004/TCA	Norton Pines, Wolverton Road, Norton Lindsey, Warwick, CV35 8JA	Tree pollarding	N/A <i>For information only</i>

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

Reference	Address	Description	NLPC Comments
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3. To note planning application decisions:

Reference	Address	Description	Decision
W/21/1448	Littleworth Farm, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8HD	Erection of a 36m X 12m agricultural livestock building	Granted

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

Reference	Address	Description
W/21/1483	The Willows, Wolverton Road, Norton Lindsey, Warwick, CV35 8JL	Proposed erection of single storey side extension <i>Application withdrawn</i>

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

Reference	Address	Description	Deadline
19/01618/OUT APP/J3720/W/21/3282198	Land On Gannaway Farm, Rear Of Brick Kiln Close, Norton Lindsey	Outline planning application for the development of 10 local needs dwellings with all matters reserved except for access	17.12.21 Note: CONSIDERED UNDER DELEGATED POWERS
W/21/1000 APP/T3725/D/21/3286981	Stable Cottage, Main Street, Norton Lindsey, Warwick, CV35 8JA	Proposed erection of rear orangery	11.01.22 Note: CONSIDERED UNDER DELEGATED POWERS

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)