

# NORTON LINDSEY PARISH COUNCIL

Clerk to the Council: Mrs Jennifer Bendall, 7 Brick Kiln Close, Norton Lindsey, Warwick, CV35 8DL  
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To All Members of the Council

7 July 2022

You are hereby summoned to attend an Ordinary Meeting of Norton Lindsey Parish Council to be held in Norton Lindsey Church Room, Church Road on Tuesday 12 July 2022 at 7.45pm, for the purpose of transacting the following business.

Press and Public are invited to attend.

Signed: *JBendall*

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Mrs Jennifer Bendall  
Clerk and Responsible Financial Officer

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

## Agenda

**22/07/12/01 Record of members present**

**22/07/12/02 To receive apologies for absence**

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

**22/07/12/03 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.

**22/07/12/04 Minutes of the last meeting(s)**

To approve and sign the minutes of the Ordinary Meeting held on 14 June 2022.

**22/07/12/05 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.

**22/07/12/06 Items to be taken in private session**

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

**22/07/12/07 Parish Council Action Plan**

1. Reduce the speed of traffic through the village
2. Continue with efforts to rewild suitable areas within the parish
3. Undertake a survey to determine parishioners' attitude to future developments within NL

- 22/07/12/08 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.
  2. To report any new issues to be notified to the relevant authorities.
- 22/07/12/09 To receive an update on ownership of the Queen Victoria signpost**
- 22/07/12/10 Items for consideration and resolution**
1. To consider quotes for engraving the stonework of the Queen Elizabeth Signpost with the dates of the Queen's Jubilees, and to resolve to accept one quote (*Local Government Act 1972 s.137*)
- 22/07/12/11 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)
- 22/07/12/12 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)
- 22/07/12/13 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)
- 22/07/12/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors**
- 22/07/12/15 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.
- 22/07/12/16 Date of Next Meeting**
- 13 September 2022 – Ordinary Meeting
- 22/07/12/17 Close**

# Appendix 1 – Items for Information

## 1. Correspondence

Date	From	Subject
14.06.22	WALC	WALC Weekly Roundup Issue 14
16.06.22	NALC	Dementia Survey
16.06.22	SDC	Revised Preferred Options SAP Consultation
16.06.22	WDC	South Warwickshire Local Plan – growth directions workshops
20.06.22	WCC	Local cycling and walking infrastructure plan
21.06.22	WALC	WALC Weekly Roundup Issue 15
21.06.22	Cambridge & Counties Bank	Increase in the interest rate on savings account
22.06.22	WALC	UK Shared Prosperity Fund
28.06.22	WALC	WALC Weekly Roundup Issue 16
28.06.22	Zurich	Change to our UK legal status
01.07.22	WALC	Understanding employment responsibilities training
04.07.22	WCC	Warwickshire Fire & Rescue Service Prevention Protection and Response Strategy
05.07.22	WALC	WALC Weekly Roundup Issue 17
06.07.22	Cambridge & Counties Bank	Updated T&C of savings account and tariff of charges

## 2. Legislation / Regulations

Date	Details
-	

## 3. Other items for information

Date	Details
-	

# Appendix 2 – Finance

## 1. Account Balances:

Account	Statement Date	Balance
NatWest Current Account	19 May 2022	£16,999.31
NatWest Reserve Account 1	5 May 2022	£10,164.53
NatWest Reserve Account 2 *	5 May 2022	£86.01
Cambridge & Counties 95-Day Notice Account *	31 July 2021	£12,610.21
Santander Everyday Saving Account *	2 September 2021	£1.08
<i>TOTAL</i>		<b>£39,861.14</b>

\* Depot Fund

## 2. Payments Received Since Last Meeting:

Date	From / Details	Amount
-		

## 3. Payments Made Since Last Meeting:

Date	To / Details	Amount
28 June 2022	Clerk's Salary	£271.44
30 June 2022	Clerk / backdated pay	£74.10
30 June 2022	Cllr Brown / refund for NLPC report printing costs	£104.00
30 June 2022	WALC / annual subscription	£149.00
30 June 2022	Clerk's Expenses (Jan-May 2022)	£24.25
30 June 2022	N Peall / Millennium Green maintenance costs	£50.00

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

Date	To / Details	Amount
12 July	Clerk / refund for website domain registration	£19.32

## Accounts Year To Date as at 12 July 2022

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

2021/2022 Actual	Item	2022/2023 Budget	2022/2023 Actual YTD	2022/2023 Likely out-turn
<b>BROUGHT FORWARD: BALANCE OF ACCOUNTS</b>				
£ 9,995.96	Current A/C	£ 11,752.82	£ 12,928.11	£ 12,928.11 A
£ 430.08	Less unrepresented cheques / payments not reconciled to statement	£ -	£ -	£ - A
£ 8,962.00	General Reserves, Asset Fund, Electoral Expenses (Reserve A/C 1)	£ 9,763.26	£ 10,162.93	£ 10,162.93 A
£ 85.97	Depot Fund (Reserve A/C 2)	£ 85.99	£ 85.99	£ 85.99 A
£ 1.08	Depot Fund (Santander A/C)	£ 1.08	£ 1.08	£ 1.08 A
£ 12,475.47	Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 12,610.21	£ 12,610.21	£ 12,610.21 A
£ 31,090.40	<b>TOTAL BROUGHT FORWARD</b>	£ 34,213.36	£ 35,788.32	£ 35,788.32 A
<b>RECEIPTS</b>				
£ 10,000.00	Precept	£ 10,000.00	£ 5,000.00	£ 10,000.00 A
£ -	VAT Refund	£ -	£ 550.87	£ 573.51 A
£ 0.93	Bank Interest: Reserve A/C 1	£ 0.84	£ 1.60	£ 1.00 E
£ 0.02	Bank Interest: Reserve A/C 2	£ -	£ 0.02	£ 0.02 E
£ -	Bank Interest: Santander	£ -	£ -	£ - E
£ 134.74	Bank Interest: Cambridge & Counties	£ 125.00	£ -	£ - E
£ 250.00	Other	£ -	£ -	£ 250.00 E
£ 10,385.69	<b>TOTAL RECEIPTS</b>	£ 10,125.84	£ 5,552.49	£ 10,824.53 E
<b>GENERAL EXPENDITURE</b>				
£ 127.00	WALC Subscription	£ 140.00	£ 128.00	£ 128.00 A
£ 274.32	Insurance	£ 350.00	£ 264.00	£ 264.00 A
£ -	Seminars for Councillors	£ 100.00	£ -	£ 100.00 E
£ -	Audit	£ -	£ -	£ - E
£ 3,257.28	Staff costs (includes payments to HMRC)	£ 3,550.00	£ 888.42	£ 3,550.00 E
£ 20.17	Clerk's travel expenses	£ 50.00	£ 6.75	£ 50.00 E
£ 31.50	Home working allowance	£ 42.00	£ 17.50	£ 42.00 E
£ 4.37	Admin Expenses: Stationery/Printing/Postage/etc	£ 125.00	£ -	£ 125.00 E
£ -	Miscellaneous / Contingencies Fund	£ 500.00	£ -	£ 500.00 E
£ 67.50	Hire of Rooms	£ 250.00	£ -	£ 250.00 E
£ 95.00	Society of Local Council Clerks Membership	£ 100.00	£ -	£ 95.00 E
£ 40.00	Information Commissioners Office (data protection)	£ 45.00	£ -	£ 40.00 E
£ -	Clerk's Training	£ 100.00	£ -	£ 100.00 E
£ -	Website	£ 75.00	£ -	£ 75.00 E
£ -	Election Costs Fund annual increase	£ -	£ -	£ - A
£ 1,200.00	Assets Fund annual increase	£ 1,200.00	£ -	£ 1,200.00 A
£ 823.53	Section 137 Grants	£ 1,000.00	£ -	£ 1,000.00 E
£ 1,155.49	Grants under Discretionary Powers	£ 1,500.00	£ 50.00	£ 1,500.00 E
£ -	Annual Parish Council Report	£ 100.00	£ 104.00	£ 100.00 E
£ -	Parish Plan	£ 500.00	£ -	£ 500.00 E
£ -	Platinum Jubilee Memorial	£ 3,000.00	£ -	£ 3,000.00 E
£ -	Transfer to Assets Fund (eg. VAT refund on asset purchases, etc)	£ -	£ -	£ - E
£ 121.69	VAT paid out on general expenditure (to be reclaimed)	£ 100.00	£ 21.00	£ 100.00 E
£ 7,217.85	<b>TOTAL GENERAL EXPENDITURE</b>	£ 12,827.00	£ 1,479.67	£ 12,719.00 E
<b>EXPENDITURE FROM RESERVES</b>				
£ -	Depot Fund	£ -	£ -	£ - E
£ -	Election Costs	£ -	£ -	£ - E
£ -	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -	£ - E
£ -	VAT paid out on Assets Fund expenditure (to be reclaimed)	£ -	£ -	£ - E
£ -	<b>TOTAL EXPENDITURE FROM RESERVES</b>	£ -	£ -	£ - E
<b>BALANCE OF ACCOUNTS CARRIED FORWARD</b>				
Actual Year End 2021/2022		Budget 2022/2023	Actual YTD 2022/2023	Likely Year End Out-Turn 31.03.23
<b>Current Account</b>				
£ 12,928.11	Current A/C	£ 8,925.82	£ 16,999.31	£ 11,032.62 E
£ -	Less unrepresented cheques / payments not reconciled to statement from previous year	£ -	£ -	£ - A
£ -	Less unrepresented cheques / payments not reconciled to statement from current year	£ -	£ -	£ - A
£ 12,928.11		£ 8,925.82	£ 16,999.31	£ 11,032.62 E
<b>Reserve Account 1</b>				
£ 10,162.93	General Reserves	£ 10,964.10	£ 10,164.53	£ 11,363.93 E
<b>Depot Fund</b>				
£ 85.99	Reserve Account 2	£ 85.99	£ 86.01	£ 86.01 E
£ 1.08	Santander Account	£ 1.08	£ 1.08	£ 1.08 E
£ 12,610.21	Cambridge & Counties 95 Day Notice Account	£ 12,735.21	£ 12,610.21	£ 12,610.21 E
£ 12,697.28		£ 12,822.28	£ 12,697.30	£ 12,697.30 E
£ 35,788.32	<b>TOTAL CARRIED FORWARD</b>	£ 32,712.20	£ 39,861.14	£ 35,093.85 E
<b>DISPOSABLE FUNDS AT YEAR END</b>				
Actual Year End 2021/2022		Budget 2022/2023	Actual YTD 2022/2023	Likely Year End Out-Turn 31.03.23
£ 35,788.32	Total balance of accounts	£ 32,712.20	£ 39,861.14	£ 35,093.85 E
£ 3,500.00	Less Sum retained for Electoral Expenses	£ 3,500.00	£ 3,500.00	£ 3,500.00 E
£ 5,893.64	Less Sum retained for Asset Purchase, Renewal and Inspection	£ 6,693.90	£ 5,494.83	£ 7,093.64 E
£ 12,697.28	Less Depot Fund	£ 12,822.28	£ 12,697.30	£ 12,697.30 E
£ 13,697.40	<b>DISPOSABLE FUNDS</b>	£ 9,696.02	£ 18,169.01	£ 11,802.91 E

A = actual  
E = estimate

# Appendix 3 – Planning

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

Reference	Address	Description	Deadline
W/22/0750	Land off Gannaway Farm off Curlieu Lane and rear of Brick Kiln Close, Norton Lindsey, Stratford on Avon, Warwick, CV35 8JR	Erection of 10no. affordable (discount market sales) homes	28.06.22 <i>(WDC have extended the deadline)</i>
22/01197/FUL (SDC)	Land off Gannaway Farm off Curlieu Lane and rear of Brick Kiln Close, Norton Lindsey, Stratford on Avon, Warwick, CV35 8JR	Erection of 10no. affordable (discount market sales) homes	7.7.22 <i>(SDC have extended the deadline)</i>
W/22/1093AG	Lower House Farm, Canada Lane, Norton Lindsey, Warwick, CV35 8JH	Agricultural notification for the erection of a new general purpose building for agricultural storage properties	22.07.22

## 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/22/0390	The Barn, Big House Farm, Church Road, Norton Lindsey, Warwick, CV35 8JE	Erection of timber framed garden room	Refused

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

Reference	Address	Description / Update
W/19/1133	Land at Ward Hill, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8JD	Hybrid planning application Following consideration at the WDC Planning Committee meeting on 22 June, the decision was deferred to enable further comment to be obtained from WCC highways including the highways matters raised by the Ward Member

## 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
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## 7. To consider planning policies where appropriate

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