

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

16 October 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 Thursday 20 October 2022 at 7.45pm, for the purpose of transacting the following business.

Press and Public are invited to attend.

Signed: *JBendall*

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

22/10/20/01 Record of members present

22/10/20/02 To receive apologies for absence

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

22/10/20/03 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.

22/10/20/04 Minutes of the last meeting(s)

To approve and sign the minutes of the Ordinary Meeting held on 12 July 2022.

22/10/20/05 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.

22/10/20/06 Items to be taken in private session

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

22/10/20/07 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

- 22/10/20/08 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.
- 22/10/20/09 To receive an update on Platinum Jubilee village signpost**
- 22/10/20/10 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 the date of her death, and to resolve to accept one quote; to also note that a resident wishes to make a donation towards the engraving costs (*Road Traffic Regulation Act 1984, S.72(1)*)
 2. To consider, and resolve to agree if appropriate, purchasing Christmas trees (for display in the village during the festive season) and replacement lights/batteries (*Local Government Act 1972, s.144*)
 3. To consider, and resolve to agree if appropriate, opting out of the SAAA central external auditor appointment arrangements
 4. To review, and resolve to approve if appropriate, the revised NLPC Website Accessibility Statement
- 22/10/20/11 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)
- 22/10/20/12 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)
- 22/10/20/13 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)
- 22/10/20/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors**
- 22/10/20/15 Parish Report / Items for next meeting**
- 22/10/20/16 Date of Next Meeting**
8 November 2022 – Ordinary Meeting
- 22/10/20/17 Close**

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
8.7.22	WCC	Warwickshire Minerals Local Plan 2018-2032
12.7.22	WALC	WALC Weekly Roundup Issue 18
14.7.22	WALC	WALC have new contact details
19.7.22	WALC	WALC Weekly Roundup Issue 19
25.7.22	WCC	Warwickshire Minerals Local Plan 2018-2032: Adoption
26.7.22	WALC	WALC Weekly Roundup Issue 20
2.8.22	WALC	WALC Weekly Roundup Issue 21
4.8.22	Warwickshire Wildlife Trust	Warwickshire Wildlife Trust
9.8.22	WALC	WALC Weekly Roundup Issue 22
11.8.22	SAAA	SAAA 2022 Opt-Out Communication
16.8.22	WALC	WALC Weekly Roundup Issue 23
23.8.22	WALC	WALC Weekly Roundup Issue 24
30.8.22	WALC	WALC focus on Operation London Bridge
31.8.22	WALC	WALC Weekly Roundup Issue 25
6.9.22	WALC	WALC Weekly Roundup Issue 26
8.9.22	WDC	Council Meeting Statement from Leader of WDC
8.9.22	WCC	Intention to process road closure: Canada Lane
12.9.22	WDC	WDC update following the passing of Her Majesty The Queen
13.9.22	WALC	WALC Weekly Roundup Issue 27
15.9.22	WALC	Form letter of condolence to the Royal Family
20.9.22	WALC	WALC Weekly Roundup Issue 28
26.9.22	Cambridge & Counties Bank	We're increasing the interest rate on your savings account
26.09.22	WCC	Consultation on draft local transport plan
27.9.22	WALC	WALC Weekly Roundup Issue 29
4.10.22	WALC	WALC Weekly Roundup Issue 30
5.10.22	WCC	Town & Parish Councils Reference Group with Highways
7.10.22	WALC	Risk assessments an online practical sessions

2. Legislation / Regulations

Date	Details
21.7.22	LTN 7 NON-COUNCILLOR MEMBERS OF COMMITTEES
8.7.22	LTN 8 ELECTIONS AND CO-OPTION
3.8.22	LTN 40 LOCAL COUNCIL DOCUMENTS AND RECORDS

3. Other items for information

Date	Details
4.8.22	LGA Briefing note: Elections Act 2022

Appendix 2 – Finance

1. Account Balances:

Account	Statement Date	Balance
NatWest Current Account	30 September 2022	£21,001.85
NatWest Reserve Account 1	5 October 2022	£10,168.94
NatWest Reserve Account 2 *	5 October 2022	£86.06
Cambridge & Counties 95-Day Notice Account *	31 July 2022	£12,747.84
Santander Everyday Saving Account *	2 September 2022	£1.08
<i>TOTAL</i>		£44,005.77

* Depot Fund

2. Payments Received Since Last Meeting:

Date	From / Details	Amount
31 July 2022	Cambridge & Counties Bank / Interest on Depot Fund	£137.63
30 September 2022	Warwick District Council / 2 nd half of Precept	£5,000.00
Various	NatWest Bank / Interest on Reserve A/C 1	£4.41
Various	NatWest Bank / Interest on Reserve A/C 2	£0.05

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
28 July 2022	Clerk's Salary	£271.44
30 August 2022	Clerk's Salary inc backdated pay	£281.32
16 September 2022	Clerk / expenses (June-Sept 2022)	£99.92
16 September 2022	WCC / Jubilee tree	£68.40
28 September 2022	Clerk's Salary	£276.38

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
-		

Accounts Year To Date as at 20 October 2022

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

2021/2022 Actual	Item	2022/2023 Budget	2022/2023 Actual YTD	2022/2023 Likely out-turn
BROUGHT FORWARD: BALANCE OF ACCOUNTS				
£ 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	TOTAL BROUGHT FORWARD	£ 34,213.36	£ 35,788.32	£ 35,788.32 A
RECEIPTS				
£ 10,000.00	Precept	£ 10,000.00	£ 10,000.00	£ 10,000.00 A
£ -	VAT Refund	£ -	£ 550.87	£ 550.87 A
£ 0.93	Bank Interest: Reserve A/C 1	£ 0.84	£ 6.01	£ 15.00 E
£ 0.02	Bank Interest: Reserve A/C 2	£ -	£ 0.07	£ 0.12 E
£ -	Bank Interest: Santander	£ -	£ -	£ - E
£ 134.74	Bank Interest: Cambridge & Counties	£ 125.00	£ 137.63	£ 137.63 A
£ 250.00	Other	£ -	£ -	£ - E
£ 10,385.69	TOTAL RECEIPTS	£ 10,125.84	£ 10,694.58	£ 10,703.62 E
GENERAL EXPENDITURE				
£ 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	£ 1,717.56	£ 3,550.00 E
£ 20.17	Clerk's travel expenses	£ 50.00	£ 17.55	£ 50.00 E
£ 31.50	Home working allowance	£ 42.00	£ 31.50	£ 42.00 E
£ 4.37	Admin Expenses: Stationery/Printing/Postage/etc	£ 125.00	£ 62.60	£ 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	£ 104.00 A
£ -	Parish Plan	£ 500.00	£ -	£ 500.00 E
£ -	Platinum Jubilee Memorial	£ 3,000.00	£ 57.00	£ 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	£ 44.92	£ 100.00 E
£ 7,217.85	TOTAL GENERAL EXPENDITURE	£ 12,827.00	£ 2,477.13	£ 12,723.00 E
EXPENDITURE FROM RESERVES				
£ -	Depot Fund	£ -	£ -	£ - E
£ -	Election Costs	£ -	£ -	£ - E
£ -	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -	£ - E
£ -	VAT paid out on Assets Fund expenditure (to be reclaimed)	£ -	£ -	£ - E
£ -	TOTAL EXPENDITURE FROM RESERVES	£ -	£ -	£ - E
BALANCE OF ACCOUNTS CARRIED FORWARD				
Actual Year End 2021/2022		Budget 2022/2023	Actual YTD 2022/2023	Likely Year End Out-Turn 31.03.23
Current Account				
£ 12,928.11	Current A/C	£ 8,925.82	£ 21,001.85	£ 10,755.98 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	£ 21,001.85	£ 10,755.98 E
Reserve Account 1				
£ 10,162.93	General Reserves	£ 10,964.10	£ 10,168.94	£ 11,377.93 E
Depot Fund				
£ 85.99	Reserve Account 2	£ 85.99	£ 86.06	£ 86.12 E
£ 1.08	Santander Account	£ 1.08	£ 1.08	£ 1.08 E
£ 12,610.21	Cambridge & Counties 95 Day Notice Account	£ 12,735.21	£ 12,747.84	£ 12,747.84 E
£ 12,697.28		£ 12,822.28	£ 12,834.98	£ 12,835.04 E
£ 35,788.32	TOTAL CARRIED FORWARD	£ 32,712.20	£ 44,005.77	£ 34,968.95 E
DISPOSABLE FUNDS AT YEAR END				
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	£ 44,005.77	£ 34,968.95 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	£ 12,834.98	£ 12,835.04 E
£ 13,697.40	DISPOSABLE FUNDS	£ 9,696.02	£ 22,175.96	£ 11,540.27 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/22/1557	High Paddox, Main Street, Norton Lindsey, Warwick, CV35 8JA	Replace existing timber cladding to front elevation of property with new cladding painted in a Warwick Stone colour to match replacement windows and doors due to be fitted.	24.10.22

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

Reference	Address	Description	NLPC Comments
W/22/1132	Cannings Farm, Canada Lane, Norton Lindsey, Warwick, CV35 8JH	Proposed change of use of former agricultural building to residential and incorporation within the main farm house. Associated layout and fenestration revisions.	Support plus comments
W/22/1291	Rose Bank, Snitterfield Lane, Norton Lindsey, Warwick, CV35 8JQ	Erection of detached double garage to replace existing, erection of new porch and erection of single storey side extension	Neutral
W/22/0782	Cherrytrees, Canada Lane, Norton Lindsey, Warwick, CV35 8JH	Erection of extensions to stable building and installation of 14no solar panel array to side roof slope and additional 6 solar panels to the existing rear array	NLPC revised its response due to new information received. NLPC is now neutral with comments

3. To note planning application decisions:

Reference	Address	Description	Decision
W/22/0155 W/22/1291	Rose Bank, Snitterfield Lane, Norton Lindsey, Warwick, CV35 8JQ	Erection of detached double garage to replace existing, erection of new porch and erection of single storey side extension	Refused
W/22/0524 W/22/0525/LB W/22/0528	Horsley House Farm, Norton Curlieu Lane, Norton Lindsey	Various	Granted
W/22/0596	Regent Cottage, 20 Henley Road, Lower Norton, Norton Lindsey, Warwick, CV35 8RB	Lawful development certificate	Granted
W/22/0689 W/22/0690/LB	Big House Farm, Church Road, Norton Lindsey, Warwick, CV35 8JE	Alteration of Big House Farm to create revised family accommodation, minor extension to rear creating boot room and sun room.	Granted
W/22/0782	Cherrytrees, Canada Lane, Norton Lindsey, Warwick, CV35 8JH	Erection of extensions to stable building and installation of 14no solar panel array to side roof slope and additional 6 solar panels to the existing rear array	Granted
W/22/1093/AG	Lower House Farm, Canada Lane, Norton Lindsey, Warwick, CV35 8JH	Agricultural notification for the erection of a new general purpose building for agricultural storage purposes	Prior Approval not required

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

Reference	Address	Description / Update
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
W/19/1133	Land at Ward Hill, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8JD	Hybrid planning application

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)