

NORTON LINDSEY PARISH COUNCIL

Clerk to the Council: Mrs Jennifer Bendall, 7 Brick Kiln Close, Norton Lindsey, Warwick, CV35 8DL
(tel: 01926 843534, email: nortonlindseyipc@outlook.com)

To All Members of the Council

6 January 2023

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 Wednesday 11 January 2023 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

23/01/11/01 Record of members present

23/01/11/02 To receive apologies for absence

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

23/01/11/03 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.

23/01/11/04 Minutes of the last meeting(s)

To approve and sign the minutes of the Ordinary Meeting held on 13 December 2022.

23/01/11/05 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.

23/01/11/06 Items to be taken in private session

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

23/01/11/07 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.

- 23/01/11/08 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.
- 23/01/11/09 To receive an update on Platinum Jubilee memorial**
- 23/01/11/10 Items for consideration and resolution**
1. To consider, and resolve to approve if appropriate, the grant applications received for the financial year 2022/23 (*various legislation*)
 2. To consider, and resolve to accept if appropriate, the proposed budget for the financial year 2023/24 (circulated to Councillors prior to the meeting) (*Local Government Finance Act 1992 s.41*)
 3. To consider, and resolve to approve if appropriate, the Precept requirement for the 2023/24 financial year (*Local Government Finance Act 1992 s.41*)
- 23/01/11/11 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)
- 23/01/11/12 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)
- 23/01/11/13 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)
- 23/01/11/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors**
- 23/01/11/15 Parish Report / Items for next meeting**
- 23/01/11/16 Date of Next Meeting**
14 February 2023 – Ordinary Meeting
- 23/01/11/17 Close**

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
13.12.22	WALC	Weekly Roundup No. 40
15.12.22	WCC	Warwickshire Minerals Plan (2018-2032)
20.12.22	WALC	Weekly Roundup No. 41
21.12.22	WCC	Temporary closure of C39 Littleworth Road
03.01.23	WALC	T&P Council Reference Group
03.01.23	WALC	Weekly Roundup No. 42
05.01.23	WDC	Become a District Councillor events
05.01.23	WALC	Prospective Councillor Events for promotion
06.01.23	WALC	Virtual Members Briefing Tuesday 10 January

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	30 December 2022	£19,791.71
NatWest Reserve Account 1	5 December 2022	£10,178.11
NatWest Reserve Account 2 *	5 December 2022	£86.14
Cambridge & Counties 95-Day Notice Account *	31 July 2022	£12,747.84
Santander Everyday Saving Account *	2 September 2022	£1.08
<i>TOTAL</i>		£42,804.88

* Depot Fund

2. Payments Received Since Last Meeting:

Date	From / Details	Amount
5 December 2022	NatWest / Interest on Reserve Accounts 1 and 2	£5.90

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
28 December 2022	Information Commissioner's Office / annual fee	£35.00
28 December 2022	Clerk / Salary	£302.38

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
-		

Accounts Year To Date as at 11 January 2023

Reconciled to NatWest Current Account bank statement dated 30 December 2022, NatWest Reserve Account 1 statement dated 5 December 2022 and Reserve Account 2 statement dated 5 December 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	£ 15.18	£ 15.00 E
£ 0.02	Bank Interest: Reserve A/C 2	£ -	£ 0.15	£ 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	£ 10,703.83	£ 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	£ -	£ -	£ - A
£ 3,257.28	Staff costs (includes payments to HMRC)	£ 3,550.00	£ 2,780.70	£ 3,628.56 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	£ 112.00	£ 112.00 E
£ 40.00	Information Commissioners Office (data protection)	£ 45.00	£ 35.00	£ 35.00 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	£ 3,687.27	£ 12,813.56 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	£ 19,791.71	£ 10,665.42 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	£ 19,791.71	£ 10,665.42 E
Reserve Account 1				
£ 10,162.93	General Reserves	£ 10,964.10	£ 10,178.11	£ 11,377.93 E
Depot Fund				
£ 85.99	Reserve Account 2	£ 85.99	£ 86.14	£ 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	£ 12,835.06	£ 12,835.04 E
£ 35,788.32	TOTAL CARRIED FORWARD	£ 32,712.20	£ 42,804.88	£ 34,878.39 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	£ 42,804.88	£ 34,878.39 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	£ 12,835.06	£ 12,835.04 E
£ 13,697.40	DISPOSABLE FUNDS	£ 9,696.02	£ 20,974.99	£ 11,449.71 E

A = actual
E = estimate

Appendix 3 – Planning

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

Reference	Address	Description	Deadline
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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
-			

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

Reference	Address	Description / Update
-		

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

Reference	Address	Description	Deadline
APP/T3725/D/22/3306713	The Barn, Big House Farm, Church Road, Norton Lindsey, Warwick, CV35 8JE	Erection of timber framed garden room	11.01.23

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)