

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 11 January 2023

Present: Cllr J Stobart (Chair); Cllr A Birch; Cllr N Brown; Cllr K Elmhirst; Cllr M Neale
Parish Clerk: Jennifer Bendall
Public: None

23/01/11/01 Record of members present

Noted.

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

Apologies were received from Cllr R Mann who was unwell. Accepted. Apologies were also received from WDC/WCC Cllr J Matecki.

23/01/11/03 To receive declarations of interests (existence and nature) on items on the Agenda

All Councillors declared an interest in agenda item 23/01/11/10.1-3 as residents of the Parish and as shareholders in the New Inn Community Pub Ltd.

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

The minutes of the Ordinary Meeting held on 13 December 2022 were taken as read, APPROVED and signed by the Chair.

23/01/11/05 Clerk's report

To receive a report from the Clerk detailing:

1. Actions taken following the previous meeting
None.
2. Items actioned under the NLPC Scheme of Delegation
None.
3. Any day to day matters that NLPC should be aware of
None.

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.

It was RESOLVED that there are no items to be discussed with the public excluded.

23/01/11/07 Parish Council Action Plan

1. Reduce the speed of traffic through the village
Nothing to report.
2. Continue with efforts to rewild suitable areas within the parish
Nothing to report.
3. Undertake a survey to determine parishioners' attitude to future developments within NL
Nothing to report.

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
No updates to report

2. To report any new issues to be notified to the relevant authorities

- Various potholes to be reported to County Highways.
- A dangerous manhole cover opposite Norton Lea in Wolverton parish to be reported to County Highways/WPC.
- The road surface around the manhole opposite Hi-Loe on Snitterfield Lane is breaking away and is particularly dangerous for cyclists – to be reported to County Highways.
- There has been significant flooding on Snitterfield Lane at the bottom of the Blacon Farm track, which is caused by the building works taking place at Blacon Farm. To be monitored.
- The Clerk to check that the street light opposite Church Road is working.

23/01/11/09 To receive an update on Platinum Jubilee memorial

The Clerk presented a selection of options and prices for benches, picnic tables, etc, and it was AGREED that a picnic bench would be an appropriate memorial. There was a discussion regarding siting the bench and possible security/access concerns. It was AGREED that Cllr Brown would contact the Village Hall Committee to discuss a suitable location on the playing field and the preferred material of the bench (wood or recycled plastic), and he will report back at the next meeting.

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)

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

Application From	Brief Description	Sum approved 11/01/23	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	£ 375.00	Local government (Miscellaneous Provisions) Act 1976, s.19
PCC / NL Church Clock	Donation to cover the costs of servicing	£ 185.00	Parish Councils Act 1957, s.2
NL Church Room	Donation towards insurance and electricity costs	£ 100.00	Local Government Act 1972, S.133
PCC / NL Churchyard	Donation towards maintenance costs	£ 200.00	Local Government Act 1972, s.214(6)
NLCP Ltd Community Garden	Donation towards the cost of landscaping works around the new community shop and the provision of disabled access to the community garden	£ 3,500.00	Open Spaces Act 1906, ss.9-10

The meeting noted that the Christmas tree and batteries for the tree lights would 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 would also come from the budget for grants made under discretionary powers (Open Spaces Act 1906, ss.9-10).

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

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)
Following discussion and consideration of budget requirements for the forthcoming financial year, it was AGREED that the Precept requirement for the year 2023/24, to meet NLPCs financial obligations, was £10,500.00 (an increase of £500.00 on last year's figure). The Clerk to submit the precept request to WDC.

23/01/11/11 Items for information

- 1. To note and consider correspondence received and resolve to action if appropriate.** NOTED.
- 2. To note any changes to legislation and regulations which relate to parish councils.** NONE.
- 3. Other items for information.** NONE.

(Appendix 1 – circulated)

23/01/11/12 Finance

- To receive a report detailing account balances. RECEIVED.
- To note payments received since last meeting. NOTED.
- To note payments made since last meeting. NOTED.
- To review and approve items of expenditure. NONE.
- To receive, approve and sign bank reconciliations prepared by the RFO. APPROVED.

(Appendix 2 – circulated)

23/01/11/13 Planning

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

The Barn, Big House Farm, Church Road planning rejection appeal – NLPC agreed no response was needed. The meeting noted that the planning application for the Poultry Farm had been unanimously rejected by the WDC Planning Committee.

(Appendix 3 – circulated)

23/01/11/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors

Warwick District Council

None.

Warwickshire County Council

None.

23/01/11/15 Parish Report / Items for next meeting

- There was a discussion regarding the forthcoming local elections.
- Following the discussion at the December 2022 meeting, the Chairman reminded the meeting that the Claverdon and District Nursing Association should be made aware (via the NLPC Chairman) of anybody who is sick or needy and who would benefit from financial assistance.
- It was agreed that the date of the Parish Assembly should be brought forward to the first week of April, and that the Assembly would be held in the Church Room due to lack of availability at the Village Hall.

23/01/11/16 Date of Next Meeting

14 February 2023 – Ordinary Meeting

23/01/11/17 Close

The meeting closed at 9.25pm

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
-		

NORTON LINDSEY PARISH COUNCIL

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
-			

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 / 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)