

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 14 February 2023

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

23/02/14/01 Record of members present

Noted.

23/02/14/02 To receive apologies for absence

Apologies were received from Cllr M Neale who was away and Cllr R Mann who was working.
Accepted.

23/02/14/03 To receive declarations of interests (existence and nature) on items on the Agenda

None.

23/02/14/04 Minutes of the last meeting(s)

The minutes of the Ordinary Meeting held on 11 January 2023 were taken as read, APPROVED and signed by the Chair.

23/02/14/05 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

The Clerk advised that notification had been received that the Government has set the Section 137 spending limit for 2023-24 at £9.93, up from £8.82 in the current financial year.

23/02/14/06 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.

23/02/14/07 Parish Council Action Plan

1. Reduce the speed of traffic through the village

WCC Cllr Matecki has written to the WCC County Highways Safety Team who are in support of Main Street becoming a 20mph zone, with the signage being funded out of Cllr Matecki's delegated budget. He suggested that before any changes are made NLPC should get the support of Main Street residents. It was agreed that a note would be put in the Parish Magazine and sent out on the Main Street WhatsApp group.

2. Continue with efforts to rewild suitable areas within the parish

The Chairman advised that he has been contacted by a Wolverton Parish Councillor regarding both parish councils hosting a joint climate change meeting. Cllr Matecki advised that any verges that are rewilded in the parish will become the responsibility of the Parish Council.

3. Undertake a survey to determine parishioners' attitude to future developments within NL
 - Cllr Brown reported on the recently conducted survey carried out to get parishioners views on the South Warwickshire Local Plan, and it was agreed that a working party would formulate the NLPC response prior to the deadline for comments.
 - The letter to accompany the housing needs survey was agreed, and the Clerk will forward it to Warwickshire Rural Community Council.

23/02/14/08 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
 - The Clerk reported that the gullies along Wolverton Road are next due to be cleared later this year and that County Highways are currently awaiting confirmation of the dates for Main Street and New Road to be cleared.
 - Some of the reported potholes have been filled in.
 - The carriageway repairs at Littleworth have been completed following the recent road closure.
2. To report any new issues to be notified to the relevant authorities
 - The meeting noted that the footpath from the Church Furlong field to Warwick Road has a very poor, rutted surface. There was a discussion regarding whether it was the landowner or tenant's responsibility?
 - There was discussion regarding the WCC 2023 road resurfacing programme and concerns that in Norton Lindsey Brittons Lane, a single track road unsuitable for large vehicles, was marked as a diversion route. The Clerk to advise WCC that it is not suitable for a diversion.

23/02/14/09 To receive an update on the QEII Platinum Jubilee memorial, and to discuss options for celebrating the Coronation

- Cllr Brown advised that the Village Hall Trustees are happy to consider siting picnic tables/benches on the playing field, although it will need to be formally approved at a meeting. NLPC agreed that options would be considered by a working party to enable a final decision to be made at the March meeting.
- Cllr Brown reported that he had attended a village Coronation planning meeting and it was noted that although plans are in the early stages it had been agreed that celebrations would be "low key". NLPC may be asked to contribute towards printing costs. It was noted that WDC has a Coronation fund.

23/02/14/10 Items for consideration and resolution

None.

23/02/14/11 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)

23/02/14/12 Finance

1. To receive a report detailing account balances. RECEIVED.
 2. To note payments received since last meeting. NOTED.
 3. To note payments made since last meeting. NOTED.
 4. To review and approve items of expenditure. NONE.
 5. To receive, approve and sign bank reconciliations prepared by the RFO. APPROVED.
- (Appendix 2 – circulated)

23/02/14/13 Planning

To consider planning policies, applications and appeals received, and resolve to submit comments where appropriate. NOTED.
(Appendix 3 – circulated)

23/02/14/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors
Warwick District Council

CLlr Matecki advised that WDC proposed to freeze its portion of the annual Council Tax charge, and that the Council Tax reduction scheme is to be increased from 80% to 100% for those eligible. He also advised that WDC will be moving to the WCC offices at Saltisford in Warwick, and that Riverside House is due to be sold. The Covent Garden multistorey carpark in Leamington is now closed and due to be demolished, with WDC planning to redevelop site.

Warwickshire County Council

Regarding WCC, CLlr Matecki advised that: Council Tax had been set at 3.49% for the forthcoming financial year; plans for a second school in Bishops Tachbrook are progressing, as is the building of a sixth-form college at Myton School; the WCC hardship fund has been reopened; Warwickshire tree nursery has planted its first 20,000 acorns; and WCC, Warwickshire Property and Development Group (WPDG) and Countryside Partnerships have gone into partnership to deliver a landmark development in Warwickshire featuring up to 1,700 homes, new schools and community facilities.

23/02/14/15 Parish Report / Items for next meeting

There was a discussion regarding where to display the Best Kept Village noticeboards and whether or not the certificates could be reframed. CLlr Brown to make investigations.

23/02/14/16 Date of Next Meeting

14 March 2023 – Ordinary Meeting

23/02/14/17 Close

The meeting closed at 9.15pm

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
10.01.23	WALC	Weekly Roundup No. 43
10.01.23	WDC	Additional Licensing – public consultation
17.01.23	WALC	Weekly Roundup No. 44
18.01.23	WDC	2023-24 Calendar of Meetings
25.01.23	WALC	Weekly Roundup No. 45
26.01.23	WCC	Surface dressing programme 2023
01.02.23	WALC	Weekly Roundup No. 46
06.02.23	WALC	Training update
08.02.23	WCC	Night road closure, Norton Curlieu Lane
08.02.23	Henley in Arden PC	Public awareness – South Warwickshire Local Plan
08.02.23	WALC	Weekly Roundup No. 47
10.02.23	WCC	Surface dressing programme 2023

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	£19,489.33
NatWest Reserve Account 1	5 December 2022	£10,184.80
NatWest Reserve Account 2 *	5 December 2022	£86.20
Cambridge & Counties 95-Day Notice Account *	31 July 2022	£12,747.84
Santander Everyday Saving Account *	2 September 2022	£1.08
<i>TOTAL</i>		£42,509.25

* Depot Fund

2. Payments Received Since Last Meeting:

Date	From / Details	Amount
5 January 2023	NatWest / Interest on Reserve Accounts 1 and 2	£6.75

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
30 January 2023	Clerk / Salary	£302.38

NB. Grant payments due to be paid prior to February meeting (except NLCP Ltd, which will be paid on receipt of copy invoice once works complete)

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
-		

NORTON LINDSEY PARISH COUNCIL

Accounts Year To Date as at 14 February 2023

Reconciled to NatWest Current Account bank statement dated 30 January 2023, NatWest Reserve Account 1 statement dated 5 January 2023 and Reserve Account 2 statement dated 5 January 2023, 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	
£ 430.08	Less unrepresented cheques / payments not reconciled to statement	£ -	£ -	
£ 8,962.00	General Reserves, Asset Fund, Electoral Expenses (Reserve A/C 1)	£ 9,763.26	£ 10,162.93	
£ 85.97	Depot Fund (Reserve A/C 2)	£ 85.99	£ 85.99	
£ 1.08	Depot Fund (Santander A/C)	£ 1.08	£ 1.08	
£ 12,475.47	Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 12,610.21	£ 12,610.21	
£ 31,090.40	TOTAL BROUGHT FORWARD	£ 34,213.36	£ 35,788.32	
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	£ 21.87	£ 15.00 E
£ 0.02	Bank Interest: Reserve A/C 2	£ -	£ 0.21	£ 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	£ 10,710.58	£ 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	£ -	£ -	£ - A
£ 3,257.28	Staff costs (includes payments to HMRC)	£ 3,550.00	£ 3,083.08	£ 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	£ 3,989.65	£ 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	£ 19,489.33	-£ 2,262.69 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	£ 19,489.33	-£ 2,262.69 E
Reserve Account 1				
£ 10,162.93	General Reserves	£ 10,964.10	£ 10,184.80	£ 1,215.00 E
Depot Fund				
£ 85.99	Reserve Account 2	£ 85.99	£ 86.20	£ 86.12 E
£ 1.08	Santander Account	£ 1.08	£ 1.08	£ - E
£ 12,610.21	Cambridge & Counties 95 Day Notice Account	£ 12,735.21	£ 12,747.84	£ 137.63 E
£ 12,697.28		£ 12,822.28	£ 12,835.12	£ 223.75 E
£ 35,788.32	TOTAL CARRIED FORWARD	£ 32,712.20	£ 42,509.25	-£ 823.94 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	£ 42,509.25	-£ 823.94 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	£ 12,835.12	£ 223.75 E
£ 13,697.40	DISPOSABLE FUNDS	£ 9,696.02	£ 20,679.30	-£ 11,641.33 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
W/19/1133	Land at Ward Hill, Warwick Road, Littleworth, Norton Lindsey, CV35 8JD	Hybrid planning application: erection of two replacement poultry houses / outline permission for erection of farm manager's dwelling	Refused
W/22/1674	Rose Bank, Snitterfield Lane, Norton Lindsey, Warwick, CV35 8JQ	Erection of garage to replace existing timber framed garage	Granted

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
-			

6. To note Planning Appeal Decisions received:

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

7. To consider planning policies where appropriate

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