

DRAFT Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 12 November 2024

Present: Cllr J Stobart; Cllr N Brown; Cllr K Elmhirst; Cllr M Neale; Cllr R Pocknell
Parish Clerk: Jennifer Bendall
Public: Two (one for part of the meeting)

Public participation

- The planning agent for the owner of the Poultry Farm on Warwick Road attended the meeting to discuss the potential for a residential development on the site.
- There was a discussion regarding the benefits of a footpath from Norton Lindsey to Claverdon Station.

24/11/12/01 Record of members present

Noted.

24/11/12/02 To receive apologies for absence

Apologies were received from Cllr J Gilmore who was away. Accepted. Apologies were also received from WDC/WCC Cllr J Matecki and WDC Cllr P Phillips.

24/11/12/03 To receive declarations of interests (existence and nature) on items on the Agenda

As a close neighbour to the applicant, Cllr Stobart declared an interest in agenda item 24/11/12/12.1 Planning (W/24/0452).

24/11/12/04 Minutes of the last meeting(s)

The minutes of the Ordinary Meeting held on 8 October 2024 were taken as read, APPROVED and signed by the Chair.

24/11/12/05 Clerk's report

To receive a report from the Clerk detailing:

1. Actions taken following the previous meeting

- The Clerk advised that the unused grant awarded to the Norton Lindsey and Wolverton Cricket Club grant in the 2023/24 financial year has been returned to NLPC as per its Grants Policy.
- The purchase of the new grit bin for Millennium Green is progressing.

2. Items actioned under the NLPC Scheme of Delegation

None.

3. Any day to day matters that NLPC should be aware of

None.

24/11/12/06 Items to be taken in private session

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

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

24/11/12/07 Parish Council Action Plan 2024/2025

- 1. Improve the safety and quality of roads and footpaths;**
Nothing to report.
- 2. Take steps to improve the environment and biodiversity / address climate change;**
Nothing to report.
- 3. Enhance communication with parishioners; and**
Cllr Brown advised that there had been a few more sign-ups to NLPC email notifications. Residents can sign up on the NLPC website.
- 4. Ensure heritage infrastructure is maintained and protected.**
Regarding the Queen Victoria signpost, Cllr Brown reported that he has not had a response from his enquiry to an architectural stonemason. Further enquiries to be made.

24/11/12/08 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**
 - Jetting of the parish gullies – no update.
 - The footpath from Curlieu Lane to Gannaway Wood, which in part is overgrown and in part has been ploughed up, has been reported to WCC.
 - The streetlight by the post box on Main Street is not working again. Reported.
- 2. To report any new issues to be notified to the relevant authorities**
 - The missing bridge over a stream on footpath 236/W93/1 (Briery Land) was raised again. To be reported to WCC again, with a copy to Cllr Jan Matecki.
 - Concerns were raised that the retaining wall at Rose Bank on Snitterfield Lane was collapsing. The resident had indicated on a Facebook post that it was WCC County Highways responsibility. The Clerk to discuss with County Highways.

24/11/12/09 Items for consideration and resolution

- 1. To consider, and resolve to approve if appropriate, a salary increase for the Clerk following receipt of notification from NALC of the National Joint Council for Local Government Services (NJCS) pay agreement for 2024/2025, to be back dated to 1 April 2023 (*Local Government Act 1972, s.112*).**
Agreed.
- 2. To consider, and resolve to agree if appropriate, purchasing a Christmas tree (for display in the village during the festive season) (*Local Government Act 1972, s.144*).**
Agreed, to a maximum value of £100.

24/11/12/10 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)

24/11/12/11 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.** APPROVED.
- 5. To receive, approve and sign bank reconciliations prepared by the RFO.** APPROVED.
(Appendix 2 – circulated)

24/11/12/12 Planning

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

Noted.

- NLPC was neutral to the prior approval notification for the erection of an agricultural building at Lower House Farm on Canada Lane (W/24/0926AG).
- As a close neighbour to proposed development at Norton Croft and Cotswold House on Wolverton Road (W/24/0452), the Chairman declared an interest and took no part in the discussion. Amended plans for the proposed development were considered, and NLPC concluded that it maintained its objection to the application.

24/11/12/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors

Cllr Matecki was unable to attend the meeting but he provided a written report which is attached to these Minutes as Appendix 4.

24/11/12/15 Parish Report / Items for next meeting

- On behalf of the New Inn Community Pub Ltd, NLPC expressed thanks to Cllr Matecki who funded the printing of the Remembrance Walk leaflets through his delegated budget.
- Cllr Brown to put a reminder about grant applications on Facebook.
- Cllr Elmhirst to write the Parish Report for the December edition of the Parish Magazine.

24/11/12/16 Date of Next Meeting

10 December 2024 – Ordinary Meeting

14 January 2025 - Ordinary Meeting

24/11/12/17 Close

The meeting closed at 9.35pm

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
09.10.24	WALC	Weekly Round up 116
15.10.24	MonsterInsights	Website traffic summary
16.10.24	WALC	Weekly Round up 117
23.10.24	WDC	Flooding preparation and information
28.10.24	WDC	Enabling remote attendance and proxy votes at local authority meetings
29.10.24	KHSR	Keep Hatton Station Rural information
30.10.24	WALC	Weekly Round up 118
31.10.24	KHSR	KHSR Interim Report Publication
04.11.24	WCC	Town and Parish Council Reference Group Meeting 12 November
05.11.24	Stansgate	Land at Ward Hill, Warwick Road, Norton Lindsey
06.11.24	WDC (response to query forwarded by Cllr Stobart)	Travellers on the Henley Road

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 October 2024	£17,864.22
NatWest Reserve Account 1	5 November 2024	£12,855.41
NatWest Reserve Account 2 *	5 November 2024	£88.19
Cambridge & Counties 95-Day Notice Account *	31 July 2024	£13,706.14
Santander Everyday Saving Account *	2 September 2024	£1.08
TOTAL		£44,515.04

* Depot Fund

NB. The grant of £3,500 to NLCP Ltd has been paid from the current account. It was agreed that funds would only be transferred to the current account from the C&C 95-Day Notice Account to cover this payment if the current account runs low, as the C&C account pays interest.

2. Payments Received Since Last Meeting:

Date	From / Details	Amount
4 October 2024	NatWest / Interest (Reserve Account 1)	£15.81
4 October 2024	NatWest / Interest (Reserve Account 2)	£0.11
31 October 2024	Norton Lindsey and Wolverton Cricket Club / return of unused grant	£2,500.00

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
28 October 2024	Clerk / Salary	£328.38

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
12 November 2024	SLCC / Clerk's membership	£112.00

NORTON LINDSEY PARISH COUNCIL

Accounts Year To Date as at 12 November 2024

Reconciled to NatWest Current Account bank statement dated 30 October 2024, NatWest Reserve Account 1 statement dated 4 October 2024 and Reserve Account 2 statement dated 4 October 2024, C&C 95 Day Notice Account statement dated 31 July 2024 and Santander Business Everyday Saver Account dated 2 September 2024

2023/2024 Actual	Item	2024/2025 Budget	2024/2025 Actual YTD	2024/2025 Likely out-turn
BROUGHT FORWARD: BALANCE OF ACCOUNTS				
£ 17,902.57	Current A/C	£ 7,242.97	£ 8,019.50	
£ 1,229.10	Less unrepresented cheques / payments not reconciled to statement	£ -	£ -	
£ 11,407.64	General Reserves, Asset Fund, Electoral Expenses (Reserve A/C 1)	£ 12,910.74	£ 12,760.83	
£ -	General Reserves (Cambridge & Counties 95 Day Notice A/C)	£ 3,500.00	£ 3,500.00	
£ 86.39	Depot Fund (Reserve A/C 2)	£ 87.44	£ 87.54	
£ 1.08	Depot Fund (Santander A/C)	£ 1.08	£ 1.08	
£ 12,747.84	Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 9,618.92	£ 9,618.92	
£ 40,916.42	TOTAL BROUGHT FORWARD	£ 33,361.15	£ 33,987.87	
RECEIPTS				
£ 10,500.00	Precept	£ 10,750.00	£ 10,750.00	£ 10,750.00 A
£ -	VAT Refund	£ -	£ -	£ - E
£ 153.19	Bank Interest: Reserve A/C 1	£ 150.00	£ 94.58	£ 190.00 E
£ 1.15	Bank Interest: Reserve A/C 2	£ 1.20	£ 0.65	£ 1.30 E
£ -	Bank Interest: Santander	£ -	£ -	£ - E
£ 371.08	Bank Interest: Cambridge & Counties	£ 400.00	£ 587.22	£ 400.00 E
£ 650.00	Other	£ -	£ 2,500.00	£ - E
£ 11,675.42	TOTAL RECEIPTS	£ 11,301.20	£ 13,932.45	£ 11,341.30 E
GENERAL EXPENDITURE				
£ 138.00	WALC Subscription	£ 149.00	£ 151.00	£ 151.00 A
£ 300.00	Insurance	£ 400.00	£ 300.00	£ 400.00 A
£ 30.00	Seminars for Councillors	£ 150.00	£ 70.00	£ 150.00 E
£ -	Audit	£ -	£ -	£ - A
£ 3,940.56	Staff costs (includes payments to HMRC)	£ 4,137.59	£ 2,298.66	£ 4,137.59 E
£ 24.08	Clerk's travel expenses	£ 50.00	£ 8.10	£ 50.00 E
£ 31.50	Home working allowance	£ 42.00	£ 21.00	£ 42.00 E
£ 81.41	Admin Expenses: Stationery/Printing/Postage/etc	£ 125.00	£ -	£ 125.00 E
£ -	Miscellaneous / Contingencies Fund	£ 500.00	£ -	£ 500.00 E
£ 32.00	Hire of Rooms	£ 200.00	£ 200.00	£ 305.00 E
£ 112.00	Society of Local Council Clerks Membership	£ 120.00	£ -	£ 120.00 E
£ 35.00	Information Commissioners Office (data protection)	£ 40.00	£ -	£ 40.00 E
£ -	Clerk's Training	£ 100.00	£ -	£ 100.00 E
£ -	Website	£ 75.00	£ 16.10	£ 75.00 E
£ -	Election Costs Fund annual increase	£ 100.00	£ -	£ 100.00 E
£ 1,200.00	Assets Fund annual increase	£ 1,200.00	£ -	£ 1,200.00 A
£ 3,250.00	Section 137 Grants	£ 1,000.00	£ -	£ 1,000.00 E
£ 3,950.45	Grants under Discretionary Powers	£ 1,500.00	£ -	£ 1,500.00 E
£ -	Annual Parish Council Report	£ 125.00	£ 299.00	£ 299.00 A
£ -	Parish Plan	£ 500.00	£ -	£ 500.00 E
£ 2,340.50	Platinum Jubilee Memorial	£ -	£ -	£ - E
£ -	Transfer to Assets Fund (eg. VAT refund on asset purchases, etc)	£ -	£ -	£ - E
£ 538.47	VAT paid out on general expenditure (to be reclaimed)	£ 100.00	£ 41.42	£ 100.00 E
£ 16,003.97	TOTAL GENERAL EXPENDITURE	£ 10,613.59	£ 3,405.28	£ 10,894.59 E
EXPENDITURE FROM RESERVES				
£ 3,500.00	Depot Fund ***	£ -	£ -	£ - E
£ 300.00	Election Costs	£ -	£ -	£ - A
£ -	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -	£ - E
£ -	VAT paid out on Assets Fund expenditure (to be reclaimed)	£ -	£ -	£ - E
£ 3,800.00	TOTAL EXPENDITURE FROM RESERVES	£ -	£ -	£ - E
BALANCE OF ACCOUNTS CARRIED FORWARD				
Actual 2023/2024		Budgeted Year End Out-Turn 31.03.25	Actual YTD 2024/2025	Likely Year End Out-Turn 31.03.25
Current Account				
£ 8,019.50	Current A/C	£ 7,379.38	£ 17,864.22	£ 16,528.88 E
£ -	Less payments not reconciled to statement	£ -	£ -	£ - E
£ 8,019.50		£ 7,379.38	£ 17,864.22	£ 16,528.88 E
General Reserves				
£ 12,760.83	Reserve Account 1	£ 14,360.74	£ 12,855.41	£ 12,897.64 E
£ 3,500.00	Cambridge & Counties 95 Day Notice Account	£ 3,750.00	£ 3,500.00	£ 3,500.00 E
£ 16,260.83		£ 18,110.74	£ 16,355.41	£ 16,397.64 E
Depot Fund				
£ 87.54	Reserve Account 2	£ 88.64	£ 88.19	£ 87.69 E
£ 1.08	Santander Account	£ 1.08	£ 1.08	£ 1.08 E
£ 9,618.92	Cambridge & Counties 95 Day Notice Account ***	£ 10,018.92	£ 10,206.14	£ 9,647.84 E
£ 9,707.54		£ 10,108.64	£ 10,295.41	£ 9,736.61 E
£ 33,987.87	TOTAL CARRIED FORWARD	£ 35,598.76	£ 44,515.04	£ 39,163.13 E
DISPOSABLE FUNDS AT YEAR END				
Actual 2023/2024		Budgeted Year End Out-Turn at 31.03.25	Actual YTD 2024/2025	Likely Year End Out-Turn 31.03.25
£ 33,987.87	Total balance of accounts	£ 35,598.76	£ 44,515.04	£ 39,163.13 E
£ 3,200.00	Less Sum retained for Electoral Expenses	£ 3,300.00	£ 3,200.00	£ 3,300.00 A
£ 7,562.67	Less Sum retained for Asset Purchase, Renewal and Inspection	£ 9,112.93	£ 8,762.67	£ 9,112.93 E
£ 9,707.54	Less Depot Fund	£ 10,108.64	£ 10,295.41	£ 10,108.64 E
£ 13,517.66	DISPOSABLE FUNDS	£ 13,077.19	£ 22,256.96	£ 16,641.56 E

*** The grant of £3,500 to NLCP Ltd for the community garden has been paid from the current account. It was agreed that funds would only be transferred to the current account from the C&C 95-Day Notice Account to cover this payment if the current account runs low, due to the C&C account paying interest. Therefore, £3,500 in the C&C belongs to general reserves, NOT the depot fund.

A = actual
E = estimate

Appendix 3 – Planning

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

Reference	Address	Description	Deadline
W/24/0926AG	Lower House Farm, Canada Lane, Norton Lindsey, Warwick, CV35 8JH	Prior approval notification for the erection of an agricultural building for the storage of hay, straw and machinery	20.11.2024 Neutral
W/24/0452	Norton Croft and Cotswold House, Wolverton Road, Norton Lindsey, Warwick, CV35 8JL	Re-development of the site comprising: Demolition of Norton Croft and other buildings on site. Erection of 3no. single dwellings. Extensions and alterations to Cotswold House. Erection of detached garages and associated works NOTIFICATION OF AMENDED PLANS	20.11.2024

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/24/0973	Tregarthen, Snitterfield Lane, Norton Lindsey, Warwick, CV35 8JQ	Demolition of existing conservatory, erection of a single storey side extension, and material alterations to front elevation	Permission granted
W/24/0796	Gannaway Farm, Curlieu Lane, Norton Lindsey, Warwick, CV35 8JR	Erection of 2no. agricultural buildings for the storage of hay/grain and for machinery/general purpose. Associated formation of new access	Permission refused
W/24/0559	Lower Norton Farm, 20 Henley Road, Lower Norton, Norton Lindsey, Warwick, CV35 8RB	Extension and alterations to garage (Retrospective Application)	Permission granted

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

Reference	Address	Description / Update
APP/T3725/C/24/3350208	Land North of, Henley Road, Budbrooke, Warwick, CV35 8RB	To note that an Enforcement Notice appeal has been made to the Secretary of State following the serving of an Enforcement Notice by WDC NOTIFICATION OF CHANGE OF PROCEDURE

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)

Appendix 4 – WDC / WCC Report

County & District Councillor's November '24 report to NL PC

The County Council is encouraging local residents to become Bikeability cycling instructors and join the growing number of instructors inspiring the next generation of cyclists. Bursaries of £800 to help with becoming qualified are available from the Bikeability Trust in those areas where training is most needed. For more information visit <https://www.warwickshire.gov.uk/news/article/5677/could-you-help-to-inspire-the-next-generation-of-cyclists-in-warwickshire>

Warwickshire County Council is also expanding its Special Educational and Disabilities Needs (SEND) support. Funded by the Department for Education's high needs capital allocation for 2024-2028, the number of SEND resourced provision will increase from 168 places in January 2024 to 529 places by 2028. These provisions will provide essential education places across the county in our mainstream schools, with tailored support to meet the diverse needs of the students.

A new mini exhibition 'Roman Warwickshire – Making Connections' is making its way into libraries across the county. The exhibition includes high-status tableware to everyday broches, all found within the county. Different libraries will have different items on display. Stratford-upon-Avon library is currently hosting the exhibition, which will run to 6th January 2025. Further exhibitions will be held at local libraries in the new year.

Anyone visiting Stratford during November will be able to take advantage of the free park and ride being offering again during this month after its successful run during the summer holiday period. The car park is located just off the Bishopton Roundabout.

Locally, officers have written to the landowner of the public right of way which was blocked by a gate. The landowner will sort this but has explained that they have had issues with unauthorised vehicles accessing the land.

The travellers on Henley Road were told that they could not appeal the enforcement notice using Ground A which is that planning permission should be granted. The law changed recently which does not allow this ground to be used if a live application has been made. The District Council officers argued successfully to not allow the appeal on this ground, but the Inspector has allowed the appeal on the grounds that insufficient time has been given for them to comply with the notice. It is for this reason that the hearing has been moved to a written statements only hearing.

Cllr Jan Matecki
County Councillor for Budbrooke and Bishop's Tachbrook