

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 10 December 2024

Present: Cllr J Stobart (Chairman); Cllr N Brown; Cllr K Elmhirst; Cllr J Gilmore; Cllr M Neale
WDC/WCC Cllr Matecki
Parish Clerk: Jennifer Bendall
Public: -

Public participation

None.

24/12/10/01 Record of members present

Noted.

24/12/10/02 To receive apologies for absence

Apologies were received from Cllr R Pocknell who was unwell. Accepted. WDC Cllr Phillips also sent his apologies.

24/12/10/03 To receive declarations of interests (existence and nature) on items on the Agenda

None.

24/12/10/04 Minutes of the last meeting(s)

The minutes of the Ordinary Meeting held on 12 November 2024 were taken as read, APPROVED and signed by the Chair.

24/12/10/05 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.

24/12/10/06 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.

24/12/10/07 Parish Council Action Plan 2024/2025

1. Improve the safety and quality of roads and footpaths;

- The meeting discussed concerns that the village of Norton Lindsey is being effectively cut off when there is any flooding, which is happening more frequently. Regular maintenance is not being carried out (ie. drains being jetted on a regular basis) so when there is a lot of rain on already saturated ground the water has nowhere to go. Can WCC make it a priority to ensure there is access to the village during these times, as they do when there is ice and snow? Cllr Matecki asked to be emailed with details of the particularly bad spots, and he will pay out of his delegated budget for the drains in these locations to be thoroughly cleared next autumn.
- Cllr Brown reported that when the A46 is blocked, Norton Lindsey is being used as a rat run with vehicles travelling at speed. Is the 20mph speed limit for Main Street still going ahead? Cllr Matecki advised that it is although in his opinion the process is taking longer than it should.

- Following the damage caused by Storm Darragh, which saw many trees blown down, Cllr Matecki was asked whose responsibility it is to clear away trees that have fallen across the road – WCC or the landowner? Cllr Matecki advised that it is the responsibility of WCC to keep the roads open, and that they and/or the police will sort out any trees that are blocking the road. Cllr Matecki will enquire if WCC charge landowners for clearing away dead or diseased trees that should have been maintained by the landowner before they fall down?
2. **Take steps to improve the environment and biodiversity / address climate change;**
Nothing to report.
 3. **Enhance communication with parishioners; and**
Nothing to report.
 4. **Ensure heritage infrastructure is maintained and protected.**
 - Regarding inspection of the Queen Victoria signpost, which is listed, the meeting noted that the Chair had been in touch with someone he knows in English Heritage to enquire if they know of any organisations who might be able to carry out an inspection for NLPC. Also, Cllr Brown is to chase the stonemason he has contacted about the same.
 - Following damage caused when a car ran into it, the wall above the Stanks horse trough is now being rebuilt.

24/12/10/08 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**
 - There is no update on jetting of the parish gullies. The Clerk is to chase County Highways and copy in Cllr Matecki.
 - The Clerk reported that there is a power supply fault to the streetlight by the post box on Main Street and that National Grid will need to carry out the necessary repairs. Although the work is scheduled to take place within 28 days, National Grid will prioritise works such as traffic lights or multiple failures as they arise.
 - The Clerk has emailed the Warwickshire Rights of Way team regarding the missing bridge over a stream on footpath 236/W93/1 (Briery Land) and has copied the email to Cllr Matecki.
 - Regarding the retaining wall at Rose Bank on Snitterfield Lane which is collapsing onto the pavement, the Clerk has contacted County Highways who have advised that a surveyor from WDC has been out and inspected the retaining wall and considers it to be stable and not currently a safety issue, but that they will continue to monitor the situation. The Councillors expressed concern that in their opinion the wall was not stable and could be dangerous to pedestrians. Cllr Neale had recently taken some photographs which he will forward to Cllr Matecki, who will look into WCC making the wall safe even though ownership of the wall has not yet been established.
 - Work to replace the small area of verge outside Fern Cottage, on Church Road with hardstanding is progressing.
2. **To report any new issues to be notified to the relevant authorities**
 - As the gullies at the bottom of the hill on Snitterfield Lane are blocked, flood water is now pooling further around the bend on Snitterfield Lane. The Clerk to discuss with County Highways when getting an update on gulley jetting in the parish.
 - Following concerns previously raised that the Blacon Farm track had been blocked by a gate that had been installed without appropriate permission, the gate has now been left open, but a “concrete beam” has been laid across the entire width of the track, causing pedestrians to have to step over it and rendering the track inaccessible to wheelchair users. Cllr Matecki to make enquiries.

24/12/10/09 Items for consideration and resolution

1. To consider, and resolve to approve if appropriate, the grant applications received for the financial year 2024/25 (various legislation)

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

Application	Brief Description	Sum approved	Legislation
Norton Lindsey Playground	Donation towards running costs of playground	£400.00	Local government (Miscellaneous Provisions) Act 1976, s.19
PCC / NL Church Clock	Donation to cover the costs of servicing	£234.00	Parish Councils Act 1957, s.2
PCC / NL Churchyard	Donation towards maintenance costs	£250.00	Local Government Act 1972, s.214(6)
Poppy display (carried over from previous financial year)	Materials required to create large poppy displays that can be used on an annual basis	£100.00	Local Government Act 1972, s.144

The meeting noted that the Christmas display expenditure (tree, batteries for lights, etc) 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 approve if appropriate, moving the NLPC website and email addresses from the Norton Lindsey Community Pub Ltd server to a website hosting company (Local Government Act 1972, s.142)

NLPC has been very fortunate to have its website hosted by the Norton Lindsey Community Pub Ltd for many years, with excellent support provided by Mr M Goossens, but recently some restrictions with the service have become apparent and it now makes sense to move to a commercial solution. Cllr Brown has investigated various options and has identified Guru Hosting to be the best overall solution. They offer Wordpress website hosting, unlimited emails, unlimited documentation, and the service works with all devices. The cost is £17.99 + VAT per month, with the first month costing £1.99 + VAT. The price does not include the domain name.

Agreed. Cllr Brown and the Clerk to progress.

24/12/10/10 Items for information

1. To note and consider correspondence received and resolve to action if appropriate.

NOTED. Cllrs Brown and Neale to sign up to one of the South Warwickshire Local Plan webinars taking place week commencing 16 December. There was a discussion about the thermal imaging camera loan scheme, and the Clerk to register NLPC's interest in the scheme with the Chairman acting as the point of contact.

2. To note any changes to legislation and regulations which relate to parish councils. NONE.

3. Other items for information. NOTED. Cllr Brown to circulate by email a suggested response from NLPC to the open Government consultation on remote attendance and proxy voting at local authority meetings.

(Appendix 1 – circulated)

24/12/10/11 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.** NONE.
5. **To receive, approve and sign bank reconciliations prepared by the RFO.** APPROVED.
(Appendix 2 – circulated)

24/12/10/12 Planning

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

Noted.

- Land North of Henley Road (appeal reference APP/T3725/W/24/ 3356326). There was discussion regarding Rule 6 for interested parties involved in an inquiry – planning appeals and called-in applications, and whether or not NLPC should apply for it in regards to this application. It was agreed that Cllr Brown would circulate for agreement information about Rule 6 status on appeals, and if approved by NLPC the Chairman will apply on behalf of NLPC.
- Regarding the planning application at Norton Croft and Cotswold House on Wolverton Road (W/24/0452), which has been rejected by WDC, the meeting discussed comments that had been left on the WDC planning portal, specifically comments that could be subject to GDPR and which should have been redacted prior to being uploaded. NLPC is concerned that WDC is willing to publish something that is potentially libelous to NLPC in general and to a councillor in particular, as well as to the planning department. Cllr Matecki advised the meeting that he has notified the WDC Monitoring Officer of the comments.

**24/12/10/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors
Warwickshire County Council**

- Warwickshire Road Safety Partnership (WRSP) is supporting the launch of a new resource, Scoot Smart, which forms part of a wider timely campaign to raise awareness of the law and risks surrounding Electrical scooters (e-scooters). E-scooters are classed as motor vehicles under the Road Traffic Act 1988, which means the rules that apply to motor vehicles also apply to e-cooters including the need to have a licence and insurance. It is not currently possible to insure privately owned e-scooters, which means it is illegal to use them on the road or in any public spaces, such as parks, recreational grounds, and town centers. You can get 6 points on your licence and a £300 fine if caught using an e-scooter on a public highway, and if you are caught using one under-age and without a driving licence, points will be added to your licence when you get one.
- Applications are now open for reception and junior school places in September 2025.
- The Government has announced that it will be giving more funding for adult social care, but that it will direct resources to more deprived areas.
- Warwickshire Fire and Rescue service is urging residents to take precautions when using and disposing of lithium-ion batteries.

Warwick District Council

Nothing to report.

24/12/10/15 Parish Report / Items for next meeting

- The meeting noted that the sign for the Community Shop had been installed on the wooden Norton Lindsey sign opposite Millennium Green at the top of Wards Hill.
- Cllr Brown advised that the Parish Council Christmas tree had been put up on Millennium Green.
- Concerns have been raised about the intensity of the outside lighting, which remains on all night, at Furlong on Canada Lane. Would it be classed as light pollution? It was agreed that the Clerk would write to the owners to ask if perhaps the lights could be put on a timer so they weren't on all night long, or if they could be dimmed or if they could be set to activate on motion detection.
- Cllr Neale to write the Parish Report for the December edition of the Parish Magazine.

24/12/10/16 Date of Next Meeting
14 January 2025 - Ordinary Meeting
11 February 2025 - Ordinary Meeting

24/12/10/17 Close
The meeting closed at 9.35pm

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
13.11.24	WALC	Weekly Round up 119
14.11.24	MonsterInsights	Website traffic summary
19.11.24	Warks PCC	You are invited to join the Police and Crime Commissioner for an online feedback session regarding the budget for policing
20.11.24	WALC	Weekly Round up 120
20.11.24	WCC	12 November Town and Parish Council Reference Group Notes
20.11.24	Santander	Changes to T&C
26.11.24	WALC	Warwick District: Thermal imaging camera loan scheme
29.11.24	SDC WDC	Preferred Options Version of the Part 1 South Warwickshire Local Plan
Nov 24	NatWest	Credit interest rate on account is reducing
02.12.24	Warks PCC	Join us to discuss the policing budget
03.12.24	Cambridge & Counties	The interest rate on your savings account is going down
04.12.24	WALC	Weekly Round up 121

2. Legislation / Regulations

Date	Details
-	

3. Other items for information

Date	Details
13.11.24	Open consultation: Enabling remote attendance and proxy voting at local authority meetings (WALC newsletter) <i>Consultation closes 19 December 2024</i>

Appendix 2 – Finance

1. Account Balances:

Account	Statement Date	Balance
NatWest Current Account	5 December 2024	£17,292.80
NatWest Reserve Account 1	5 November 2024	£12,870.71
NatWest Reserve Account 2 *	5 November 2024	£88.30
Cambridge & Counties 95-Day Notice Account *	31 July 2024	£13,706.14
Santander Everyday Saving Account *	2 September 2024	£1.08
TOTAL		£43,959.03

* 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
5 November 2024	NatWest / Interest (Reserve Account 1)	£15.30
5 November 2024	NatWest / Interest (Reserve Account 2)	£0.11

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
28 November 2024	Clerk / Salary – November 2024	£328.38
TBC	Clerk / Backdated pay – April to November 2024 inc	£131.04
TBC	SLCC / annual membership	£112.00

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
-		

NORTON LINDSEY PARISH COUNCIL

Accounts Year To Date as at 10 December 2024

Reconciled to NatWest Current Account bank statement dated 5 December 2024, NatWest Reserve Account 1 statement dated 5 November 2024 and Reserve Account 2 statement dated 5 November 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	£ 109.88	£ 190.00 E
£ 1.15	Bank Interest: Reserve A/C 2	£ 1.20	£ 0.76	£ 1.30 E
£ -	Bank Interest: Santander	£ -	£ -	£ - E
£ 371.08	Bank Interest: Cambridge & Counties	£ 400.00	£ 587.22	£ 587.22 A
£ 650.00	Other	£ -	£ 2,500.00	£ - E
£ 11,675.42	TOTAL RECEIPTS	£ 11,301.20	£ 13,947.86	£ 11,528.52 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	£ 2,758.08	£ 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	£ 112.00	£ 112.00 A
£ 35.00	Information Commissioners Office (data protection)	£ 40.00	£ -	£ 35.00 A
£ -	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	£ 3,976.70	£ 10,881.59 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	£ 17,292.80	£ 16,541.88 E
£ -	Less payments not reconciled to statement	£ -	£ -	£ - E
£ 8,019.50		£ 7,379.38	£ 17,292.80	£ 16,541.88 E
General Reserves				
£ 12,760.83	Reserve Account 1	£ 14,360.74	£ 12,870.71	£ 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	£ 16,370.71	£ 16,397.64 E
Depot Fund				
£ 87.54	Reserve Account 2	£ 88.64	£ 88.30	£ 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	£ 9,835.06 E
£ 9,707.54		£ 10,108.64	£ 10,295.52	£ 9,923.83 E
£ 33,987.87	TOTAL CARRIED FORWARD	£ 35,598.76	£ 43,959.03	£ 39,363.35 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	£ 43,959.03	£ 39,363.35 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	£ 10,295.52	£ 10,108.64 E
£ 13,517.66	DISPOSABLE FUNDS	£ 13,077.19	£ 21,700.84	£ 16,841.78 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
-			

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/24/0926AG	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	Prior approval not required
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	Permission refused

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

Reference	Address	Description / Update
APP/T3725/W/24/3356326	Land North of Henley Road, Lower Norton, Norton Lindsey, Warwick, CV35 8RB	To note that an appeal has been made to the Secretary of State against the decision of Warwick District Council to determine the above application(s) within the statutory period

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)