

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 11 March 2025

Present: Cllr N Brown; Cllr J Gilmore; Cllr M Neale; Cllr R Pocknell
WDC/WCC Cllr Matecki
Parish Clerk: Jennifer Bendall
Public: Two

Public participation

The meeting noted the sad news that former Parish Council Chairman Nick Burns had passed away.

Cllr Neale proposed that Cllr Brown be elected Acting Chairman, seconded by Cllr Pocknell. Approved.

25/03/11/01 Record of members present

Noted.

25/03/11/02 To receive apologies for absence

Apologies were received from Cllr Stobart who was away on business and from Cllr Elmhirst who had a prior commitment. Accepted. WDC Cllr Phillips also sent his apologies.

25/03/11/03 To receive declarations of interests (existence and nature) on items on the Agenda

None.

25/03/11/04 Minutes of the last meeting(s)

The minutes of the Ordinary Meeting held on 11 February 2025 were discussed and amended. It was agreed that approval would be deferred until the May 2025 meeting.

25/03/11/05 Clerk's report

To receive a report from the Clerk detailing:

1. Actions taken following the previous meeting (not covered elsewhere on the agenda)
The replacement grit bin on Millennium Green has now been installed.
2. Items actioned under the NLPC Scheme of Delegation
The meeting noted that the NLPC response to the SWLP consultation had been submitted following agreement by email. It was also noted that as one of five parish councils directly affected by the Hatton new community proposal, NLPC was a joint signatory to a second submission.
3. Any day to day matters that NLPC should be aware of
None.

25/03/11/06 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.

25/03/11/07 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;**
 - The meeting noted that five residents had expressed interest in borrowing the thermal imaging camera that is on loan from WDC.

3. Enhance communication with parishioners; and

- Cllr Brown advised that since the new gov.uk parish council email addresses had been set up, emails sent to the NLPC mailing list were no longer ending up in recipients junk mail. Parishioners are reminded that they can sign up to the mailing list on the Parish Council website.

4. Ensure heritage infrastructure is maintained and protected.

- Nothing to report.

25/03/11/08 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

- The meeting noted that the debris that had been left on Watery Lane and Warwick Road following significant flooding had now been cleared except for a couple of broken cones which had been left on the side of Warwick Road. Cllr Matecki to chase.
- The streetlight by The Corbells on Main Street is now working.
- The Norton Lindsey sign by Arles Cottage on Snitterfield Lane, which was knocked over by a car earlier in the year, has disappeared. The Clerk to ask County Highways if it has collected the sign and if so, when it is going to be reinstalled.
- The pothole on Warwick Road between the Norton Lindsey village sign and Littleworth Wood has been reported to County Highways.
- The two potholes outside Highlands House on Church Road have been reported to County Highways, but only one has been filled. To be monitored.
- The streetlight by Piglets Place on New Road, that has been on 24 hours a day, has been reported to WDC Rural Street Lighting.
- The poor road edges on Dark Lane, from the A4189 Henley Road to Norton Curlieu Lane have been reported to County Highways.
- The meeting noted that there was no update regarding the potholes at the end of Curlieu Lane some of which have been marked for filling while others in the same location haven't been marked.
- The meeting noted that, as it is in the Conservation Area, if the road surface outside Fern Cottage on Church Road is returned to hard standing any change will be subject to a fine. It was noted that photographs may exist from before the road was resurfaced that would show there was originally hard standing outside Fern Cottage that hadn't been reinstated when the road was resurfaced. Cllr Neale to make enquiries with residents.
- Furlong lights – Environmental Health have advised that unless neighbouring properties are being directly affected by excessive floodlights, there is nothing that can be done. The Clerk to drop a note through the door asking the owners if they can reduce the intensity of the lighting.

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

None.

25/03/11/09 To discuss arrangements for the Parish Assembly taking place on 8 April 2025

It was agreed that the Parish Assembly would follow the same format as in previous years, and that a notice would be put in the parish magazine and on noticeboards. Cllr Neale gave his apologies for this meeting.

25/03/11/10 Items for consideration and resolution

None.

25/03/11/11 Items for information

1. **To note and consider correspondence received and resolve to action if appropriate.**
NOTED. It was noted that Cllrs Neale and Brown had attended the WDC presentation of the white paper on devolution: it proved to be an interesting meeting which gave an oversight of what a unitary authority in Warwickshire might look like.
2. **To note any changes to legislation and regulations which relate to parish councils.** NONE.
3. **Other items for information.** NONE. (Appendix 1 – circulated)

25/03/11/12 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)

25/03/11/13 Planning

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

Noted.

- NLPC decided that no further representation would be made regarding the planning application appeal at Norton Croft and Cotswold House.
- Cllr Matecki gave a brief update on the travellers site.
- There was a discussion regarding a potential new sign at the pub which could need planning permission as it would be a permanent fixture in the conservation area.

25/03/11/14 To receive reports from Warwick District Council and Warwickshire County Council Councillors
Warwickshire County Council

- Cllr Matecki advised that WCC's Cabinet has approved a new Highway Enforcement Policy, designed to ensure the safe and efficient use of the county's roads and public highways. This policy sets out a clear and consistent approach to dealing with encroachments, obstructions, and unlawful interferences on highways across Warwickshire.
- The Warwickshire Local Welfare Scheme is distributing funding from the Department for Work and Pensions' Household Support Fund, providing a one-off voucher payment to meet an immediate need and help those who are finding it hard to manage the cost of their energy bills. This supplements ongoing emergency support from the Local Welfare Scheme for residents in financial crisis. The assistance is available for a time limited period.
- Warwickshire is free of Hepatitis C ahead of NHS England's target to eliminate the infection across the country.
- Warwickshire is making it easier to correctly dispose of hard to recycle items, for example medicine blister packs can't be recycled by WDC but some high street retailers now offer an in-store blister pack recycling scheme.
- In December 2024 and January 2025, Warwickshire cyclists were out in force as part of Love to Ride's Winter Wheelies campaign which encourages safe winter cycling. In total, 407 riders from 37 workplaces took part in Warwickshire and logged a collective distance of 69,522 miles over 6,806 individual trips. That's close to three times around the entire circumference of the earth (24,901 miles)!

Warwick District Council

- Cllr Matecki advised that he and fellow Budbrooke Ward Cllr Phillips voted against the maximum 5% WDC council tax increase which would see the extra money being put into reserves rather than spent.

25/03/11/15 Parish Report / Items for next meeting

- Cllr Brown to write the Parish Report for the April edition of the Parish Magazine.
- Cllr Brown to look into installing commemorative plaques on the picnic benches on the playing field.
- The Clerk is to update the NLPC email addresses on the WALC website.

25/03/11/16 Date of Next Meeting

8 April 2025 – Parish Assembly

13 May 2025 – Annual / Ordinary Meetings

25/03/11/17 Close

The meeting closed at 9.00 pm

Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
10.02.25	WCC	Have your say: Help us improve dementia information and advice services in Warwickshire
12.02.25	MonsterInsights	Website traffic summary
14.02.25	WALC	WALC Training Update
19.02.25	WALC	Weekly Round up 126
20.02.25	WDC	Parish & Town Councils briefing on Devolution White Paper
25.02.25	WDC	Update on Local Government Reorganisation in Warwickshire
27.02.25	WALC	Warwickshire County Council Meeting
27.02.25	Cambridge & Counties	The interest rate on your savings account is going down
28.02.25	Warwickshire Police	A safer Warwickshire for all plan launched
03.03.25	WDC	Code of Conduct Training
04.03.25	WDC	Parish and Town Councils briefing on Devolution White Paper
05.03.25	WALC	Weekly Round Up 127
05.03.25	WDC	WDC – 2025 off-street parking places order
06.03.25	WCC	Town and Parish Council Reference Group 13 March agenda and joining link

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	28 February 2025	£15,131.54
NatWest Reserve Account 1	3 January 2025	£12,914.30
NatWest Reserve Account 2 *	3 January 2025	£88.59
Cambridge & Counties 95-Day Notice Account *	31 July 2024	£13,706.14
Santander Everyday Saving Account *	2 September 2024	£1.08
TOTAL		£41,841.65

* 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
31 January 2025	NatWest / Interest (Reserve Account 1)	£14.54
31 January 2025	NatWest / Interest (Reserve Account 2)	£0.10

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
17 February 2025	Clerk / Backdated pay (December 24 – March 25 inc)	65.52
17 February 2025	Christine Glover / Christmas Tree	£40.00
17 February 2025	Neil Brown / Batteries for Christmas Lights and Straps for Christmas Tree	£37.10
17 February 2025	Norton Lindsey Playground / grant	£400.00
17 February 2025	PCC / NL Church Clock - grant	£234.00
17 February 2025	PCC / NL Churchyard - grant	£250.00
28 February 2025	Clerk / Salary – January 2025	£328.38

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
11 March 2025	Clerk / Expenses July 2024 – March 2025	£43.65

NORTON LINDSEY PARISH COUNCIL

Accounts Year To Date as at 11 March 2025

Reconciled to NatWest Current Account bank statement dated 28 February 2025, NatWest Reserve Account 1 statement dated 5 February 2025 and Reserve Account 2 statement dated 5 February 2025, 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	£ 153.47	£ 190.00 E
£ 1.15	Bank Interest: Reserve A/C 2	£ 1.20	£ 1.05	£ 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	£ 13,991.74	£ 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	£ 3,808.74	£ 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	£ 264.50	£ 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	£ 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	£ 1,011.10	£ 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	£ 6,137.96	£ 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 at 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	£ 15,131.54	£ 16,541.88 E
£ -	Less payments not reconciled to statement	£ -	£ -	£ - E
£ 8,019.50		£ 7,379.38	£ 15,131.54	£ 16,541.88 E
General Reserves				
£ 12,760.83	Reserve Account 1	£ 14,360.74	£ 12,914.30	£ 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	£ 16,414.30	£ 16,397.64 E
Depot Fund				
£ 87.54	Reserve Account 2	£ 88.64	£ 88.59	£ 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	£ 10,295.81	£ 9,923.83 E
£ 33,987.87	TOTAL CARRIED FORWARD	£ 35,598.76	£ 41,841.65	£ 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	£ 41,841.65	£ 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	£ 10,295.81	£ 10,108.64 E
£ 13,517.66	DISPOSABLE FUNDS	£ 13,077.19	£ 19,583.17	£ 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/24/1594	Curlieu Farmhouse, Norton Curlieu Lane, Norton Lindsey, Warwick, CV35 8RD	Erection of stable block and associated works including a new internal access road and hard standing area	Permission granted
W/24/0558	Lower Norton Farm, 20 Henley Road, Lower Norton, Norton Lindsey, Warwick, CV35 8RB	Change of use from equine yard to commercial use (retrospective application)	Permission refused
W/24/0560	Lower Norton Farm, 20 Henley Road, Lower Norton, Norton Lindsey, Warwick, CV35 8RB	Erection of stable building, machinery and dry store and formation of a menage (retrospective application)	Permission refused

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
W/24/0452 APP/T3725/W/25/3359716	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.	21.03.25

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)