

DRAFT Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 10 February 2026

Present: Cllr J Stobart; Cllr N Brown; Cllr K Elmhirst; Cllr J Gilmore; Cllr R Pocknell
WCC/WDC Cllr J Matecki (for part of the meeting)

Parish Clerk: J Bendall

Public: None

Public participation

None.

26/02/10/01 Record of members present

Noted.

26/02/10/02 To receive apologies for absence

Apologies were received from Cllr M Neale who was away. Approved. Apologies were also received from WDC Cllr P Phillips.

26/02/10/03 To receive declarations of interests (existence and nature) on Items on the Agenda

None.

26/02/10/04 Minutes of the last meeting(s)

The minutes of the Ordinary Meeting held on 13 January 2026 were taken as read, APPROVED and signed by the Chair.

26/02/10/05 Clerk's report

To receive a report from the Clerk detailing:

1. Actions taken following the previous meeting (not covered elsewhere on the agenda)

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 WDC had reminded all councillors to check their Disclosable Pecuniary Interest forms to make sure they are up to date.

26/02/10/06 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.

26/02/10/07 Parish Council Action Plan 2025/2026

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

Nothing to report.

2. Take steps to address climate change / improve the local environment;

Cllr Elmhirst has received an email from WDC asking about the thermal camera that NLPC currently has on loan: are we getting much interest, and if not, why not? It was agreed that the camera confirms what the users already know (ie. where there are draughts, etc), but that the users are limited in what they can do to stop heat loss other than fitting new doors and windows. It was agreed that a note would be put on Facebook to promote the camera, and that enquiries would be made about inviting WDC to attend one of the Village Hall Coffee Mornings to promote the camera.

3. Review and update website;

Nothing to report.

4. Ensure heritage infrastructure is maintained and protected.

The Clerk advised that WDC's Principal Conservation Officer had responded to NLPC's enquiry about the suitability of the quote received from Stonemasons of Worcester in relation to repairs on the Queen Victoria signpost. The Conservation Officer advised that the quote was not detailed enough and that a photograph of the proposed replacement cap would be required. Following discussion where the Councillors felt that the quote was comprehensive, it was agreed that the Clerk would ask WDC for an example of the detail required. The Clerk to chase the WDC Director of Highways for his responses to the list of queries given to him when he visited NLPC in December 2025, including ownership of the Queen Victoria signpost.

ACTION: Clerk / WCC

26/02/10/08 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.

- Blocked drain by Winds View on Church Road:
Cllr Neale advised that a contractor employed by WCC Highways had undertaken the work and had cleared the manholes of silt, put a camera probe down the pipes and removed roots.
- Blocked surface drains on the left-hand side of Snitterfield Lane:
Cllr Matecki advised that the gulley cleaning team had not yet been round the parish to clean out the drains due to the amount of general flooding in the county.

ACTION: Cllr Matecki

- Removal of the dog poo bin by the pedestrian access to the playing field:
Still to be done.

ACTION: Clerk

- Blocked public bridleway W87 from Littleworth to Lower Norton:
Cllr Matecki advised there was no update.

ACTION: Cllr Matecki

- Slabs retaining the earth bank outside Felsted:
The Clerk advised that she would chase County Highways for an update.

ACTION: Clerk

- The streetlight opposite Church Road is on constantly:
This has been reported, but the Clerk will check that the repair has been carried out.

ACTION: Clerk

- The empty grit bin at the end of Canada Lane:
Reported.

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

- Pothole on Wolverton Road outside Stowey has been marked for repair. Monitor.
- Several potholes have formed at the junction of Curlieu Lane and Wolverton Road. The Clerk to report to County Highways.
- The gate on the Blacon Farm track is being locked again. The Clerk to pass on to Cllr Matecki to follow up.
- There was a discussion about inconsiderate parking on Church Road. A note to be put in the Parish Magazine / Facebook.
- Not in Norton Lindsey parish, but on the northbound carriageway of Watery Lane there are several drains where the surrounding tarmac has broken away and deep potholes are being formed. The Clerk to report to County Highways.

ACTION: Clerk

26/02/10/09 Items for consideration and resolution

- 1. To consider, and resolve to agree if appropriate, NLPC's response to the Government consultation on Proposals for local government reorganisation in Warwickshire**

The formal consultation on the proposed local government reorganisation in Warwickshire is now open. Cllr Brown checked that NLPC still supported two unitary authorities, and this was confirmed. It was AGREED that Cllr Brown would respond to this consultation based on NLPC's response to the previous one.

- 2. To consider, and resolve to approve if appropriate, taking on responsibility for the printing and distribution of 'A History of Norton Lindsey and District' and 'Pictorial Memorials' by K F Chapman (Local Government Act 1972, s.137)**

The meeting discussed that Mr Chapman had written these books primarily for the Church, and that the sale of the books was a source of fundraising for the Church. It was noted that there is no electronic copy of the books for ease of reprinting, and that eight copies have been sold at the Community Shop in the last year. It was AGREED that the PCC was best placed to take on responsibility for future printing and distribution. Cllr Brown to speak to the PCC.

ACTION: Cllr Brown

26/02/10/10 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)

26/02/10/11 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.** RECEIVED.

(Appendix 2 – circulated)

26/02/10/12 Planning

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

Noted.

- The meeting discussed the application Lower Norton Farm (W/26/0095) and it was AGREED that this new proposal did not differ sufficiently from the previous one for NLPC to change its view. Cllr Brown to update NLPC's objection to the previous application for the Clerk to submit to WDC.

ACTION: Cllr Brown / Clerk

- Cllr Brown gave the meeting an update on Hatton Villages Joint Parishes Liaison Group meeting that he had recently attended with Cllr Neale. It was noted that Keep Hatton Station Rural had also been invited, along with the Head of WDC Planning. The Liaison Group meeting was presented with updated figures of the number of new dwellings required in Warwickshire over the next 25 years, and it was acknowledged that some of the larger proposed developments in the county are likely to be brought forward, with Hatton appearing to be high on WDC's list. It was noted that Turley was the company project managing the proposed new development on Arkwright's land, but that a different developer was looking at land to the north of Birmingham Road. The Turley managed development would be split into three villages to be built in 3-4 stages over the 25 years, with construction of the first village of over 1,000 dwellings, sited by Hatton Station, commencing in circa 2030. The consultation on the proposed development will be open for only 4-5 weeks in June, and the aim is to submit the agreed plan to the Government at the end of 2026. NLPC once again expressed concern with the lack of consideration for road traffic with Dark Lane being a

single-track road. It was agreed that NLPC should remain involved with these Joint Parishes Liaison Group meetings, although there was some doubt they would continue.

26/02/10/13 To receive reports from Warwick District Council and Warwickshire County Council Councillors

Warwick District Council

- The next phase of the South Warwickshire Local Plan goes to consultation in June.
- Cllr Matecki advised that enforcement action was due to take place at the Travellers site.
- The budget for 2026-27 is due to be set.

Warwickshire County Council

- The WCC budget is due to be finalised by the end of the month.

26/02/10/14 Parish Report / Items for next meeting

- Cllr Gilmore to write the Parish Report for the March magazine.

ACTION: Cllr Gilmore

26/02/10/15 Date of Next Meetings

10 March 2026 - Ordinary Meeting
21 April 2026 – Parish Assembly

26/02/10/16 Close

The meeting closed at 9.00 pm.

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Appendix 1 – Items for Information

1. Correspondence

Date	From	Subject
19.01.26	Resident	A History of Norton Lindsey and District by K F Chapman and 'Pictorial Memorials' by K F Chapman
21.01.26	WALC	Weekly Round Up No 149
31.01.26	WDC	PAS NPPF briefing
04.02.26	WALC	Weekly Round Up No 150

2. Legislation / Regulations

Date	Details
-	

3. Other items for information

Date	Details

Appendix 2 – Finance

Page 1/2

1. Account Balances:

Account	Statement Date	Balance
NatWest Current Account	30 January 2026	£2,942.71
NatWest Reserve Account 1	30 January 2026	£26,370.50
NatWest Reserve Account 2 *	30 January 2026	£89.55
Cambridge & Counties 95-Day Notice Account *	5 August 2025	£14,299.51
Santander Everyday Saving Account *	2 September 2025	£1.08
TOTAL		£43,703.35

* 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 December 2025	NatWest / Interest on Reserve Account 1	£15.01
31 December 2025	NatWest / Interest on Reserve Account 2	£0.08
30 January 2026	NatWest / Interest on Reserve Account 1	£22.92
30 January 2026	NatWest / Interest on Reserve Account 2	£0.07

3. Payments Made Since Last Meeting:

Date	To / Details	Amount
28 January 2026	Clerk / Salary	£355.94
4 February 2026	PCC / NL Church Clock donation	£250.00
4 February 2026	PCC / NL Churchyard donation	£250.00
4 February 2026	PCC / NL Church Room donation	£300.00
4 February 2026	NL Village Hall / donation to cover cost of defibrillator pads	£50.00
4 February 2026	Wolverton Primary School / donation towards 'sesquicentennial appeal'	£3,000.00
4 February 2026	N Brown / reimbursement of batteries for Christmas lights	£16.74
4 February 2026	N Brown / reimbursement of nortonlindseyparishcouncil.co.uk domain name	£7.20

4. Items of Expenditure to be reviewed and approved:

Date	To / Details	Amount
-		

Appendix 2 – Finance

Page 2/2

NORTON LINDSEY PARISH COUNCIL

Accounts Year To Date as at 10 February 2026

Reconciled to NatWest Current Account statement dated 30 January 2026, NatWest Reserve Account 1 statement dated 30 January 2026 and Reserve Account 2 statement dated 30 January 2026, C&C 95 Day Notice Account statement dated 5 August 2025 and Santander Business Everyday Saver Account dated 2 September 2024

2024/2025 Actual Year End	Item	2025/2026 Budget	2025/2026 Actual YTD	2025/2026 Likely out-turn
BROUGHT FORWARD: BALANCE OF ACCOUNTS				
£ 8,019.50	Current A/C	£ 13,306.03	£ 14,446.37	
£ 12,760.83	General Reserves, Asset Fund, Electoral Expenses (Reserve A/C 1)	£ 13,912.69	£ 12,940.40	
£ 3,500.00	General Reserves (Cambridge & Counties 95 Day Notice A/C)	£ 3,500.00	£ 3,500.00	
£ 87.54	Depot Fund (Reserve A/C 2)	£ 88.39	£ 88.77	
£ 1.08	Depot Fund (Santander A/C)	£ 1.08	£ 1.08	
£ 9,618.92	Depot Fund (Cambridge & Counties 95 Day Notice Account)	£ 10,206.14	£ 10,206.14	
£ 33,987.87	TOTAL BROUGHT FORWARD	£ 41,014.33	£ 41,182.76	
RECEIPTS				
£ 10,750.00	Precept	£ 10,750.00	£ 10,750.00	£ 10,750.00 A
£ -	VAT Refund	£ 632.08	£ -	£ - A
£ 179.57	Bank Interest: Reserve A/C 1	£ 150.00	£ 130.10	£ 150.00 E
£ 1.23	Bank Interest: Reserve A/C 2	£ 1.20	£ 0.78	£ 1.20 E
£ -	Bank Interest: Santander	£ -	£ -	£ - A
£ 587.22	Bank Interest: Cambridge & Counties	£ 400.00	£ 593.37	£ 593.37 A
£ 2,500.00	Other	£ -	£ 16.00	£ 16.00 E
£ 14,018.02	TOTAL RECEIPTS	£ 11,933.28	£ 11,490.25	£ 11,510.57 E
GENERAL EXPENDITURE				
£ 151.00	WALC Subscription	£ 154.00	£ 157.00	£ 157.00 A
£ 300.00	Insurance	£ 400.00	£ 300.00	£ 300.00 A
£ 70.00	Seminars for Councillors	£ 150.00	£ -	£ 150.00 E
£ -	Audit	£ -	£ -	£ - A
£ 4,137.12	Staff costs (includes payments to HMRC)	£ 4,344.47	£ 3,559.40	£ 4,271.28 E
£ 20.25	Clerk's travel expenses	£ 50.00	£ 15.30	£ 50.00 E
£ 52.50	Home working allowance	£ 42.00	£ 31.50	£ 42.00 E
£ -	Admin Expenses: Stationery/Printing/Postage/etc	£ 125.00	£ 6.30	£ 125.00 E
£ -	Miscellaneous / Contingencies Fund	£ 500.00	£ -	£ 500.00 E
£ 264.50	Hire of Rooms	£ 120.00	£ 85.00	£ 120.00 E
£ 112.00	Society of Local Council Clerks Membership	£ 120.00	£ 150.00	£ 150.00 A
£ 35.00	Information Commissioners Office (data protection)	£ 40.00	£ 47.00	£ 47.00 A
£ -	Clerk's Training	£ 100.00	£ -	£ 100.00 E
£ 16.10	Website	£ 215.88	£ 313.20	£ 306.00 E
£ -	Election Costs Fund annual increase	£ 100.00	£ 100.00	£ 100.00 A
£ -	Assets Fund annual increase	£ 1,200.00	£ 1,200.00	£ 1,200.00 A
£ -	Section 137 Grants	£ 1,000.00	£ 3,050.00	£ 1,000.00 E
£ 1,011.10	Grants under Discretionary Powers	£ 1,500.00	£ 1,216.74	£ 1,500.00 E
£ 299.00	Biennial Parish Council Report	£ -	£ -	£ - E
£ -	Parish Plan	£ 500.00	£ -	£ - E
£ -	Transfer to General Reserves	£ -	£ 15,000.00	£ 15,000.00 A
£ -	Transfer to Assets Fund (eg. VAT refund on asset purchases, etc)	£ 390.29	£ -	£ - A
£ 41.42	VAT paid out on general expenditure (to be reclaimed)	£ 100.00	£ 38.22	£ 100.00 E
£ 6,509.99	TOTAL GENERAL EXPENDITURE	£ 11,151.64	£ 25,269.66	£ 25,218.28 E
EXPENDITURE FROM RESERVES				
£ -	Depot Fund ***	£ -	£ -	£ - E
£ -	Election Costs	£ -	£ -	£ - A
£ 260.95	Assets Fund (purchase, repair, renewal, inspection)	£ -	£ -	£ - E
£ 52.19	VAT paid out on Assets Fund expenditure (to be reclaimed)	£ -	£ -	£ - E
£ 313.14	TOTAL EXPENDITURE FROM RESERVES	£ -	£ -	£ - E
BALANCE OF ACCOUNTS CARRIED FORWARD				
Actual YTD 2024/2025		Budgeted Year End Out-Turn at 31.03.26	Actual YTD 2025/2026	Likely Year End Out-Turn 31.03.26
Current Account				
£ 14,446.37	Current A/C	£ 13,536.47	£ 2,942.71	£ 2,221.19 E
£ 14,446.37		£ 13,536.47	£ 2,942.71	£ 2,221.19 E
General Reserves				
£ 12,940.40	Reserve Account 1	£ 15,752.98	£ 26,370.50	£ 29,332.57 E
£ 3,500.00	Cambridge & Counties 95 Day Notice Account	£ 3,750.00	£ 3,500.00	£ 3,500.00 A
£ 16,440.40		£ 19,502.98	£ 29,870.50	£ 32,832.57 E
Depot Fund				
£ 88.77	Reserve Account 2	£ 89.59	£ 89.55	£ 90.81 E
£ 1.08	Santander Account	£ 1.08	£ 1.08	£ - A
£ 10,206.14	Cambridge & Counties 95 Day Notice Account ***	£ 10,606.14	£ 10,799.51	£ 10,799.51 A
£ 10,295.99		£ 10,696.81	£ 10,890.14	£ 10,890.32 E
£ 41,182.76	TOTAL CARRIED FORWARD	£ 43,736.26	£ 43,703.35	£ 42,444.08 E
DISPOSABLE FUNDS AT YEAR END				
Actual YTD 2024/2025		Budgeted Year End Out-Turn at 31.03.26	Actual YTD 2025/2026	Likely Year End Out-Turn 31.03.26
£ 41,182.76	Total balance of accounts	£ 43,736.26	£ 43,703.35	£ 42,444.08 E
£ 3,200.00	Less Sum retained for Electoral Expenses	£ 3,500.00	£ 3,500.00	£ 3,500.00 A
£ 8,449.53	Less Sum retained for Asset Purchase, Renewal and Inspection	£ 10,886.65	£ 10,849.53	£ 10,849.53 E
£ 10,295.99	Less Depot Fund	£ 10,696.81	£ 10,890.14	£ 10,890.56 E
£ -	Less Sum retained to cover one year's expenses (in case future Precept not paid)	£ 11,200.00	£ 11,200.00	£ 11,200.00 A
£ 19,237.24	DISPOSABLE FUNDS	£ 7,452.80	£ 7,263.68	£ 6,003.99 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

10 February 2026

Appendix 3 – Planning

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

Reference	Address	Description	Deadline
W/26/0095	Lower Norton Farm, 20 Henley Road, Lower Norton, North Lindsey, Warwickshire CV35 8RB	Change of use of equine yard to commercial use to include retail sale, service, repair, body work and preparation for the sale of motor cars, vans, trailers, lorries and motorcycles and plant together with the retail sale of these vehicles, together with alterations to and retention of existing building (part-retrospective) (re-submission of W/24/0558)	18.02.26

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/25/1737 AG	Littleworth Farm, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8HD	Prior approval notification under Schedule 2, Part 6, Class A for agricultural development consisting of the erection of a steel framed agricultural building.	Prior approval not required

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
-			

7. To consider planning policies where appropriate

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