

DRAFT Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 13 November 2018

Present: Cllr J Stobart (Chairman); Cllr Mrs A Mace-Leska; Cllr K Sparkes; Cllr Miss A Birch; Cllr M Neale; WDC Cllr P Phillips

Parish Clerk: Mrs Jennifer Bendall

Public: One

Apologies: Apologies were received from Cllr R Mann who had a prior commitment, and WDC Cllr A Rhead who was out of the country.

1. Chairman's notice regarding the recording and filming of the meeting

The notice regarding the recording and filming of meetings was displayed for those present to read.

2. Record of members present

Noted.

3. Apologies and acceptance of reasons for absence

Noted.

4. Declaration of Interest (existence and nature) on Items on the Agenda

None.

5. Public Comments

None.

6. To approve the Minutes of the Ordinary Meeting held on 16 October 2018

The minutes of the Ordinary Meeting held on 16 October 2018 were taken as read, approved and signed.

7. Chairman's / Clerk's report

None.

8. Matters arising

None.

9. Parish Council Action Plan update

9.1 Website – the Clerk advised there was nothing new to report.

9.2 Traffic calming – it was noted that the Lower Norton safety works are due to be carried out week commencing 12 November.

9.3 Village Hall / Community Hub – regarding the Village Hall replacement, a number of grant applications are still outstanding and it is expected that the Village Hall Committee will hear the outcome of these by Christmas. An electricity cabinet is being built next to the hall which will enable the existing hall to be demolished whilst maintaining an electricity supply for contractors. In anticipation of the success of these grants, it was agreed that NLPC would transfer the agreed £35k donation to a more accessible account than the 95-day notice account with Cambridge & Counties.

The meeting noted that there was nothing new to report regarding the Community Hub.

10. To discuss issues within the Parish relating to highways (eg. the state of the roads, parking, overgrown hedges, etc)

10.1 Update on issues previously reported

- Regarding the recently completed drive on New Road, the meeting noted that gravel had been laid down which eliminated concerns regarding porosity of the surface, and that the log edging had been trimmed and back filled so it was no longer a trip hazard.
- The Clerk to chase County Highways regarding improving visibility of the pole stays on the renewed pavement on Wolverton Road.
- The meeting noted that the works undertaken to reinstate a drive on Wolverton Road which had been left in very poor condition following the pavements renewal were acceptable.
- Some cutting back of shrubs at the junction of Curlieu Lane and the A4189 have been carried out which has improved visibility.
- The Clerk advised the meeting that County Highways have rejected the chosen locations for the new grit bins. It was agreed that the Clerk would invite the WCC Locality Officer to meet with Cllr Mrs Mace-Leska to discuss the issue further.

10.2 New issues

- It was noted that the street light by the post box in Main Street is not working. The Clerk to report to WDC.
- It was agreed that Councillors would have a word with owners of hedges/trees/etc which are overgrowing pavements and roads to ask that they be trimmed back, and also that a note is to be put in the Parish Magazine.
- There was particular concern regarding the verge on Snitterfield Road where brambles are growing onto the road from the adjacent orchard. Cllr Mrs Mace-Leska to investigate.
- The Clerk is to chase Warwick Rural Housing Association regarding the fallen dead tree to the north of Brick Kiln Close.

11. Correspondence and Communications Report (circulated to Councillors prior to meeting)

Noted. Following correspondence received from WALC, the Clerk advised that Councillors should start to consider whether or not they wish to stand for re-election in May 2019. Discussion took place regarding the WDC Minerals Plan consultation. Whilst not directly affecting Norton Lindsey, it was felt that increased traffic on the roads could have an impact on both the parish and the district. WDC Cllr P Phillips to ask that legal advice to be forwarded to enable NLPC to formulate a response.

12. Data Protection/GDPR Update

It was noted that the ICO annual data protection fee is now due.

13. To discuss the carrying out of odd maintenance jobs within the parish

Following discussion at the last meeting regarding elderly people doing odd jobs around the parish, the meeting noted that maintenance of Millennium Green and the Churchyard had been resolved. It was agreed that Cllr Neale would make enquiries as to who owns the land opposite the top of New Road by the track where there are a lot of dead trees and the signpost is being obscured.

14. Finance Matters

14.1 To note payments received since last meeting:

NatWest Bank – interest. Noted.

14.2 To note payments made since last meeting:

Clerk's Salary – October 2018. Noted.

14.3 To note expenditure for approval:

ICO – data protection fee renewal. Agreed.

Society of Local Council Clerks – annual membership renewal. Agreed.

14.4 To note income and expenditure year to date

It was agreed that the Clerk will enquire about opening a 2nd 95-day notice account with Cambridge & Counties to enable the asset register renewal and election funds to be invested in an account with higher interest returns.

14.5 To note internal audit of accounts.

Noted.

14.6 To consider a request for financial support from VASA (Voluntary Action Stratford on Avon District)

NLPC noted that it was unable to make any donation during the current financial year as it has reached the expenditure limit under Section 137 of the Local Government Act 1972. It was agreed that before a donation could be considered for the year 2019/20, VASA would be asked to give some indication of which of their services are used by residents of Norton Lindsey.

15. Planning Matters

15.1 To note and consider planning applications received:

None.

15.2 To note planning applications received and considered under delegated powers:

None.

15.3 To note planning application decisions received:

Littleworth Farm, Warwick Road, Littleworth, Norton Lindsey, Warwick, CV35 8HD (W/18/1871 AG) - Erection of L shaped steel frame extension to existing building used for storage of hay straw and machinery. Prior approval not required. Noted.

15.4 To note planning application updates:

None.

15.5 To note and consider planning appeal notifications received:

None.

15.6 To note planning appeal decisions received:

None.

15.7 To discuss general planning matters or any matters of concern regarding building works within Norton Lindsey (parish or village)

None.

16. Parish Report

- WDC Cllr Phillips advised that major roadworks on Europa Way which will restrict traffic into Leamingon are due to start in January, and that the works to improve Stanks Island in Warwick will be starting in February. He also advised that the waiting list for council houses has reduced over the last three years.
- It was agreed that Cllr Stobart would enquire if there is a spare key to the Church Room which the Parish Council could hold.

17. Date of Next Meeting

Tuesday 11 December 2018 – Ordinary Meeting

The Chairman closed the meeting at 9.40pm.