

Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 8 October 2019

Present: Cllr J Stobart (Chairman); Cllr Mrs A Mace-Leska; Cllr N Brown; Cllr Mrs F Goossens; WDC Cllr J Matecki; WCC Cllr L Caborn

Parish Clerk: Mrs Jennifer Bendall

Public: 1 for part of the meeting

Apologies: Apologies were received from Cllr M Neale and Cllr Miss A Birch who were on holiday, and Cllr Mrs K Elmhirst who had a prior commitment.

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

A member of the public attended the meeting to discuss the Best Kept Village Certificates which had been displayed on a noticeboard in the old Village Hall until its demolition. She gave a brief history of the competitions and why Norton Lindsey stopped entering, and the origin of the noticeboard. The Village Hall Committee had originally indicated that the noticeboard and certificates would be welcome in the new hall if the Parish Council wanted to continue to display them. It was agreed that NLPC would liaise with the Village Hall Committee to arrange for them to be put back on display.

6. To approve the minutes of the Ordinary Meeting held on 2 September 2019

The minutes of the Ordinary Meeting held on 2 September 2019 were taken as read, approved and signed.

7. Chairman's / Clerk's report

The Clerk advised that the WDC Chairman is hoping to attend NLPC's November meeting. She also advised that she had omitted from the agenda that the internal audit of the accounts had been carried out by Cllr Mrs Mace-Leska, and that this would be added to the agenda for the November meeting.

8. Matters arising

- Stanks Horse Trough. Cllr Brown advised that he has no update yet as to who is responsible for the horse trough, and that he will be writing to WCC to confirm what area constitutes the Stanks horse trough (ie. does it include the verge, street light, etc). It was noted that the horse trough is now draining well after being unblocked.
- The Clerk advised that the PCC had provided her with the original invoice for the servicing of the Church Clock Chimes for the purposes of reclaiming the VAT.
- The draft response to the Norton Lindsey Neighbourhood Watch following its request for financial support was agreed.

9. To consider revised quotes for repairs to Millennium Green slabs and fence, and installation of a replacement bench

NLPC considered the two quotes that had been received for replacing the broken slabs on Millennium Green, mending the fence and fixing a new bench to the slabs, and agreed to accept the quote from AJ's Landscaping for £380.

10. Village Hall Update

The meeting noted that the Village Hall rebuild was now complete and that the opening event had been very well attended. NLPC thanked the Village Hall Committee for all its hard work in achieving what is a fantastic new community asset, and it was agreed that the Clerk would draft a letter to officially express the Parish Council's thanks.

11. To consider a request from the Stilton Sniffers to apply for a WALC grant to help the Sniffers finance lighting and curtains for the Village Hall

It was agreed that NLPC would support the Stilton Sniffers endeavour to finance the lighting and curtains for the Village Hall by applying for a WALC grant for 20% of the costs, but there was some confusion concerning the WALC grant deadline date. The Clerk is to forward the WALC grant application form to the Stilton Sniffers for them to complete as they have all the relevant information, and the Clerk will query the deadline date.

12. Parish Council Action Plan update

12.1 Review / action to improve aspects of the physical environment of the parish

WCC Cllr Caborn advised that he will walk Snitterfield Lane from Arles Cottage to the Blacon Farm track with the new County Highways engineer in December to see what can be done to make that stretch of road safer for pedestrians. It was agreed that Cllr Mrs Mace-Leska would ask who owns the field that adjoins the road at this point.

The meeting noted that it was awaiting a report from Cllr Neale regarding the possibility of having recycling facilities at the Village Hall/Cricket Club.

12.2 Conduct a biodiversity audit of the parish and its surroundings

Cllr Mrs Mace-Leska advised that the Biodiversity Audit has begun, with the triangle comprising Main Street, Wards Hill and New Road having been audited. This area is a very good wildlife area with several mature trees. Cllr Brown is to provide a link for mapping the results when the Biodiversity Audit has been completed. The feasibility of planting verges with wild flowers is to be considered when the Biodiversity Audit has been completed.

12.3 Improve communication with parishioners and neighbouring authorities

Cllr Brown has come across a parish council website which has guidelines for twitter use, etc, and it was agreed that these are to be adapted for NLPC use. Cllr Brown to bring a draft to the next meeting.

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

13.1 Update on issues previously reported

- Following County Highways completion of remedial works on Norton Curlieu Lane, WCC Cllr Caborn advised that he and the new County Highways engineer have walked the Lane to look at additional safety measures, and the suggestions will be forwarded shortly. It was noted that the hedges on Norton Curlieu Lane need trimming.

- It was noted that some of the drains on Snitterfield Lane had been jetted and some repairs had been carried out, but there were problems with the initial survey and the time allocated to carry out the works. WCC County Highways is to put another proposal together to finish repairing the drains from Rose Bank to Arles Cottage. It was noted that during the works the County Highways Locality Officer had suggested that NLPC requests a road speed audit. The Clerk is to make enquiries about organising this, and to ask that if it is carried out NLPC receives some feedback
- The Clerk advised that the blocked gulleys reported to County Highways have been marked for jetting.
- It was noted that the pole stays in the Wolverton Road pavement have been padded, and that an order has been placed for the painting of lines around the stays.

13.2 New issues

- The Clerk is to report to WDC that the street light by Corbel House on Main Street is not working.

14. Correspondence and Communications Report

(circulated to Councillors prior to meeting)

Noted. It was agreed to invite a representative from the Joint Strategic Needs Assessment Steering Group to attend a future meeting to explain more about the JSNA and the local assessment. It was agreed to notify the Village Hall Committee about the Warwick Rural West Grant that is available. Cllr Mrs Goossens is to respond to the WCC Council Plan 2025 questionnaire on behalf of the Parish Council, and the Clerk to upload details of the questionnaire onto the website. Cllr Mrs Mace-Leska volunteered to sit on the Warwick Rural West Community Forum Planning Group following receipt of an invitation from WCC.

15. Parish Council Regulations and Procedures

(to include any updates to legislation such as GDPR, etc)

The Clerk gave a report on part one of the Preparing to Meet Website Accessibility Guidelines webinar that she had attended. The webinar had given an overview of what the legal requirements are to ensure the Parish Council website and downloadable documents are accessible, as well as some tools that are available to evaluate the website.

16. Finance Matters

16.1 To note payments received since last meeting:

NatWest Bank Plc – interest (August 2019). Noted.

Warwick District Council – 2nd half of Precept payment. Noted.

16.2 To note payments made since last meeting:

Clerk's Salary – September 2019. Noted.

16.3 To note expenditure for approval:

Clerk's Expenses (July – September 2019). Agreed.

Clerk's Overtime (May – September 2019). Agreed. Following discussion, it was agreed that the Clerk should carry on logging her hours for the remainder of this financial year, and possibly the next, and that any decision on tasks which could be carried out by Councillors (ie. the Parish Report) to ensure the Clerk's workload is more manageable would be deferred until the next meeting.

16.4 To note income and expenditure year to date

Noted.

17. Planning Matters

17.1 To note and consider planning applications received:

- Holly Tree House, Church Road, Norton Lindsey, Warwick, CV35 8JE (W/19/1490)
Resubmission of planning application ref: W/19/0025 to make alterations to the design and scale of scheme granted approval under W/19/0025. Proposed extension to porch, raise roof ridge height over existing garage, 1.5 storey side extension, erection of a larger dormer to rear, addition of 2 dormers to front elevation.
NLPC were neutral to this application and had no comments to make.

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

- **2 Red Horse Corner**, Curlieu Lane, Norton Lindsey, Warwick, CV35 8JP (W/19/1263)
Reinstate Drayman's cellar entrance (positioned forward of the dwelling's principal elevation and within the pedestrian footpath) – revised plans.
NLPC withdrew its objection to the original application, and submitted a neutral response to the revised plans, with the comment that we would stress that we have grave concerns with the location of the opening in what is an unlit, very narrow piece of pavement frequently used by pedestrians generally and children on the way to school. To avoid a potential major hazard, NLPC asks that: a) the WDC Building Regulations team ensure that the non-slip aspects of the opening are rigorously enforced, and b) that WDC, if possible, place restrictions on the usage of the access for emergency purposes only to avoid the access being used as ventilation.

17.3 To note planning application decisions received:

- **Bubbs Cottage**, 22 Henley Road, Lower Norton, Norton Lindsey, Warwick, CV35 8RB (W/19/0815). Permission granted.
- **2 Red Horse Corner**, Curlieu Lane, Norton Lindsey, Warwick, CV35 8JP (W/19/1263). Permission granted.

17.4 To note planning application updates:

None.

17.5 To note and consider planning appeal notifications received:

None.

17.6 To note planning appeal decisions received:

None.

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

None.

18. Parish Report

- It was noted that Wolverton School is promoting itself to families with children due to start school in September 2020 following a reduction to intake in recent years.
- WCC Cllr Caborn advised that a new way of assessing people for social care called “See My Strengths” has gone live, and that a new director of Public Health has started this week.
- WDC Cllr Matecki advised that WDC celebrated 100 years of council housing at the beginning of October. Cllr Matecki is still pursuing the dog bin situation on our behalf, and will report back at a future meeting. He also advised that the WDC Conservative Group Leader Andrew Day is happy to attend any future meeting if we would like him to.

19. Date of Next Meeting

Tuesday 12 November 2019 - Ordinary Meeting

The Chairman closed the meeting at 9.45 pm.