

## Minutes of the Ordinary Meeting of Norton Lindsey Parish Council held in the Church Room at 7.45pm on 14 July 2015

**Present:** Cllr J Stobart (Chairman); Cllr R Mann; Cllr Miss A Birch; Cllr M Neale; Cllr K Sparkes; Cllr Mrs A Mace-Leska; WDC Cllr A Rhead  
**Parish Clerk:** Mrs Jennifer Bendall  
**Public:** -

**Apologies:** Apologies were received from WCC Cllr L Caborn, who was unable to attend due to ill health, and WDC Cllr P Phillips, who was attending a personal meeting.

The Chairman welcomed the Chairman of WDC, Cllr M Doody, to the meeting.

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

None.

**3. Public Comments**

There were no members of the public in attendance. WDC Cllr Rhead advised that either he or WDC Cllr Phillips would attend the majority of meetings and if any member of the public wanted to raise any issues with WDC, this would be the forum to do so each month.

**4. To approve the Minutes of the Annual Meeting held on 9 June 2015**

The minutes of the annual meeting held on 9 June 2015 were taken as read, confirmed and signed.

**5. Matters arising**

Blacon Farm flooding – Cllr Neale advised that he had further investigated this and the landowners concerned were still in dispute as to where responsibility lies. It was agreed that at this stage, the Parish Council would wait for flooding to re-occur and then put the request for action to be taken into writing.

Claverdon & District Nursing Board – Cllr Mrs Mace-Leska advised that she had been in contact with Mr Fowkes and the matter was in hand.

**6. To assess and adopt policy documentation**

The Parish Council assessed the NLPC Publication Scheme 2015, the Financial Regulations, Standing Orders, Complaints Procedure, Media Policy, and the Protocol for Recording and Filming of Meetings, and it was agreed to adopt the policies in their current form at this time and then each Councillor to take one policy and review it thoroughly before the September meeting. From his initial viewing of the policies, Cllr Neale raised some questions which were discussed.

**7. To receive progress report on Norton Lindsey Parish Council website**

The Chairman expressed thanks to Mr Sam Davies, Cllr Miss Birch and the Clerk for creating and populating the website. Discussion took place regarding the layout of the website and how it could be utilised in future.

**8. Review of WALC courses attended by Councillors**

Discussion took place regarding the Induction Day recently held by WALC, and specifically some of the financial requirements that were highlighted at the Induction Day.

The Chairman and Cllr Miss Birch gave a brief summary of the WALC Chairmanship Course that they recently attended and concluded that, although a lot of what was discussed on the course was more relevant to larger councils, there were some areas that had proved beneficial, ie the running of meetings, agenda points, chair's report, clerk's report, etc.

**9. To discuss the annual review of the Parish Plan**

Cllr Neale raised concerns that the Norton Lindsey Parish Plan, unlike the Wolverton one, had been passed back to the Parish Council in its entirety, with the Parish Plan Committee disbanded once the plan was handed over. The Chairman advised that the Parish Plan Committee had been set up with the intention of creating the plan only, and discussion took place regarding the feasibility of addressing all the action points and the timescale involved. It was agreed that five action points would be selected each year to be included in the general Parish Council Action Plan, and that the community would be consulted.

**10. To discuss setting up a Community Speedwatch Programme**

The Clerk advised that she had spoken to the Safer Neighbourhoods Team of Warwickshire Police about setting up a Community Speedwatch Programme in the village, and had been told that a minimum of four volunteers were required before training could be given, and that once training had been undertaken the Police would lend the equipment as often as the volunteers required, subject to availability. It was agreed that such a scheme should be run by the community and not the Parish Council, although councillors could volunteer to join the scheme if they so wished. A notice will be put on noticeboards, the website and in the parish report requesting volunteers from the community to come forward, with a deadline of 31 August 2015.

**11. Correspondence and Communications Report**

Circulated to Councillors with Agenda

The Clerk brought to the Council's attention correspondence from WRCC regarding village design statements, and following discussion it was agreed that the community would be consulted as to whether the parish should have a VDS or a Neighbourhood Plan. The Clerk to contact WRCC to ascertain which other villages in Warwick District have a VDS.

The Clerk highlighted an email from WDC regarding code of conduct training. It was agreed that Cllr Neale would attend the next training session on behalf of the Council.

Discussion also took place about an email that had been received from WCC seeking foster carers. The Clerk suggested having a Community Notices tab on the website where such notices could be displayed. Agreed.

**12. Finance Matters**

- 12.1 Payment of the Clerk's increased salary back-dated to May 2015 was agreed.
- 12.2 The Clerk advised that the Cambridge & Counties Bank 1yr Fixed Rate Business Bond and the 95 Day Notice Account were available to NLPC, and it was agreed to move £30,000 of the depot money into the Fixed Rate Business Bond and £16,000 of the depot money into the 95 Day Notice Account.

12.3 The Clerk advised that payments agreed in May had now been made, following acknowledgment from the bank that the new cheque signatories had now been set up.

These were:-

Broker Net Ltd – insurance renewal

Cumbria Church Clock Company – annual servicing of Church clock

WALC – subscription and courses

### **13. Planning Matters**

13.1 Planning Applications Notices of Decisions Received were noted:

Kingswood – W/15/0628 (refused)

Cherrytrees – W/15/0829 (granted)

### **14. Parish Report**

Concerns were raised regarding the bridle path from Snitterfield Lane to Canada Lane which was very overgrown. Cllr Mann offered to talk to the landowner.

It was noted that the road repair at Littleworth Wood had now been completed.

Details were given of a car, parked near the school during afternoon pick-up, which had been broken into and a laptop stolen. The back window had been smashed in the few minutes that the car was parked, and it was suggested that the perpetrator had seen the car owner put the laptop into the boot of the car before walking to the school gate. It was noted that the matter had not been reported to the village neighbourhood watch scheme.

Concerns were raised with the problem of cars performing three-point turns outside school during pick up time (where the zigzag yellow lines are by the school gate, and into driveways), and that this practice was dangerous to pedestrians. It was noted that this was a recurrent problem and that the school was advising parents against this practice.

The Chairman of WDC, Cllr Doody, advised that during his term of office he would be attending every parish in the district, and he noted that from what he had seen so far the issues that Norton Lindsey has are the same as in other parishes, eg the unavailability of broadband. He also mentioned the Annual Parish Supper hosted by WDC which he hoped the Chairman or a deputy and the Clerk would be able to attend.

WDC Cllr Rhead gave a brief update on the WDC local plan, specifically that it is “in limbo” until the Secretary of State issues a ruling as to whether the existing plan can be amended or if it has to go back to the drawing board. He stated that parishes would be advised when the situation is known. Cllr Rhead briefly discussed Neighbourhood Plans, the Rural Initiatives Grant and broadband issues, and also noted that WDC had had a considerable change of councillors after the election and that the new councillors were still finding their feet.

### **15. Date of Next Meeting**

8 September 2015

The chairman closed the meeting at 9.40pm.