

NORTON LINDSEY PARISH COUNCIL

Clerk to the Council: Mrs Jennifer Bendall, 7 Brick Kiln Close, Norton Lindsey, Warwick, CV35 8DL
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To All Members of the Council

3 March 2016

You are hereby summoned to attend an Ordinary Meeting of Norton Lindsey Parish Council to be held in the Church Room on Tuesday 8 March 2016 at 7.45pm, for the purpose of transacting the following business.

Press and Public are invited to attend.

Signed:



Mrs Jennifer Bendall
Clerk and Responsible Financial Officer

Agenda

1. **Chairman's notice regarding the recording and filming of the meeting**
2. **Record of members present**
3. **Apologies and acceptance of reasons for absence**
4. **Declaration of Interest (existence and nature) on Items on the Agenda**
Councillors are reminded that under the Code of Practice they are asked to declare personal interests in any item on the agenda, and the nature of the interest. Should that interest be considered prejudicial to the matter under discussion, they should leave the room and not seek improperly to influence any decision on that matter.
5. **Public Comments**
Period of up to 15 minutes where public comments are invited. The public can also use this time to address any issues to WDC Cllrs Rhead and / or Phillips.
6. **To Approve the Minutes of the Ordinary Meeting held on 9 February 2016**
7. **Chairman's Report**
8. **Matters Arising**
9. **Parish Council Action Plan for 2015-16 Update**
10. **To Discuss Issues Within the Parish Relating to Highways (eg. the state of the roads, parking, overgrown hedges, etc)**
11. **To Discuss Neighbourhood Plans / Housing Needs Survey**
12. **To Note Audit Procedures for 2017-18 onwards, and to Agree if NLPC should Opt In or Opt Out**
13. **To Review and Update Financial Regulations following NALC / WALC Changes to Model Financial Regulations**
14. **To Discuss Arrangements for Open Meeting**
15. **To Discuss Clerk's Training Requirements and to Agree to Fund the Clerk's Enrolment on the Society of Local Council Clerks ILCA course**
16. **Correspondence and Communications Report (circulated to Councillors prior to meeting)**
17. **Finance Matters**
 - 17.1 To note payments received since last meeting:
Mrs J Bendall – repayment of PAYE
WALC – Transparency Code Grant (for the purpose of purchasing equipment to ensure compliance)
 - 17.2 To note payments made since last meeting:
Clerk's February Salary
HMRC – PAYE
 - 17.3 To note expenditure for approval:
WALC End of Year Financial Procedures Course (6.2.16)
Mrs J Bendall Clerk's Expenses
WDC Election Expenses
To re-issue donation cheques for Mother's and Toddlers, Gardening Club, Church Room and Churchyard maintenance due to payee name change

17.4 To agree the purchase of a laptop/printer, software and external hard drive/memory

18. Planning Matters

18.1 To note and comment on planning applications received:

Littleworth Farm W/16/0312/AG

18.2 To discuss matters of concern regarding building works within Norton Lindsey Parish

19. Parish Report

To include Warwick District Council and Warwick County Council reports

20. Date of Next Meeting

12 April 2016 – Open Meeting (to be held in Village Hall)