

To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the next meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Thursday 29th September 2022** at Norton Parish Hall, Littleworth.

Public Question Time: From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting at 7.45pm. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting. As an alternative to attendance in person, please email any comments or questions for the Parish Council to the Parish Clerk in advance of the meeting. Email: [njparishclerk@aol.com](mailto:njkparishclerk@aol.com)

Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Changes to membership**
To consider changes to membership and applications for co-option.
- 3. Declarations of Interest**
 - a. Register of Interests: Councillors are reminded of the need to update their register of interests and to return their Register of Interests Form to the Monitoring Officer within 28 days of taking office.
 - b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d. Written requests for granting of a dispensation (S33 Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.
Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
- 4. Minutes (Chairman)** **7.55pm**
 - a. To consider adoption of the minutes of the Parish Council Meeting held on 21 July 2022
 - b. Review of minute action summary
- 5. Progress reports (for information, reporting by exception)** **8.10pm**
 - a. District Councillor Report (Cllr. Adams)
Including recommendations following the Boundary Commission for England review of Wychavon Ward boundaries
 - b. County Councillor Report (Cllr. Mrs Robinson)
 - c. Finance (Responsible Finance Officer)
 - i. Balances
 - ii. Monthly accounts/bank reconciliation to 31 August 2022
 - iii. 2021/22 financial year end and annual audit process – closure of audit
 - d. GDPR (Clerk)
 - e. Social Media/Website Communications (Cllr Pollard)
 - f. West Mercia Police/PACT/Anti-social Behaviour (Police/Cllr Job)
 - g. St. James the Great Church, Norton (Rev. Badger)
Also see agenda item below
- 6. St James the Great Churchyard Mowing (Cllr Fincher)** **8.35pm**
To consider the potential for future options for churchyard mowing.
- 7. External Audit (Chairman/Clerk)** **8.40pm**
To consider the option to opt out of the SAAA central external auditor appointment arrangements.
- 8. Apiary Project and Tranquillity Garden (Mr Perks)** **8.45pm**
To consider update and a Parish 'Autumn Watch' and 'Spring Watch'.
- 9. Public Rights of Way (PRoW) (Cllr Fincher)** **8.55pm**
To consider update.
- 10. Open Space/Verge, Highways and Drainage Matters (Chairman/Cllr Arrow/Clerk)** **9.00pm**
To consider update and reduced mowing of Parish Council owned land.
- 11. Norton Connector Community Legacy Grant Project (Cllr Waizeneker)** **9.10pm**
To consider update including the potential for a school run service.
- 12. Sentry Statue Landscaping Proposals (Cllr Job)** **9.15pm**
To consider update.

- 13. Planning** (Cllr Richmond/Cllr Fincher/Cllr Waizeneker) **9.20pm**
To consider report on current applications and other planning matters including SWDP/SWUE, SWDP Review/'Parkway' Development and Joint PC SWDPR Group.
- 14. Allotments** (Cllr Richmond/Assistant Clerk) **9.35pm**
To consider update.
- 15. Parish Hall Recreation Facilities and Outside Space** (Cllr Fincher) **9.40pm**
To consider update/actions including the recreation facility maintenance, development of an open air gym and suggestions for other future projects, broken slabs outside the Hall front entrance, installation of picnic bench bases, Hall storage requirements and pitch improvement.
- 16. Norton Parish Hall Community Legacy Grant Project (Working Group)** **10.05pm**
To consider update/recommendations incl. remaining items of work and award of contracts.
- 17. Parish Hall** (Cllr Fincher – Parish Council Chairman & Chair of the Hall Trustees) **10.10pm**
To consider Parish Council representative report and a display within the Parish Hall recording past PC Chairs, PHT Chairs and Hall Managers.
- 18. Worcester Norton Sports Club/Worcester Norton Community Interest Company** **10.15pm**
To consider update from Parish Council WNCIC representative (Cllr Fincher).
- 19. Employment Matters** (Chairman/Clerk) **10.20pm**
To consider any update/employment matters.
- 20. Civility & Respect Pledge and Dignity at Work Policy** (Chairman/Clerk) **10.25pm**
To consider signing up to the Civility & Respect Pledge and adopting the Dignity at Work Policy.
- 21. Finance** (Chairman/Responsible Finance Officer) **10.30pm**
a. To consider payments to be made/confirmed.
b. To consider Norton Theatre Group grant application.
c. To consider grant request from NJK CE Primary School.
- 22. Correspondence for Information** (Chairman) **10.35pm**
Items of correspondence will be available for inspection at the meeting.
- 23. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk)
- 24. Items for update to local M.P.** (Chairman)
To consider any items for communication.
- 25. Councillors' reports and items for future agenda** (Chairman)
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 26. Date of next Parish Council meeting**
20 October 2022

Signed

Jane Greenway

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council
20 September 2022

PLANNING APPLICATIONS – September 2022

	<u>Location and Application Number</u>	<u>Description of Proposal</u>
<u>Approvals:</u>	La Gardensana, Caravan At, Church Lane, Norton W/22/01230/CLE	Application for a Lawful Development Certificate for Existing use for C3 residential use and associated residential curtilage (garden land). The applicant has continuously lived in the caravan and utilised the curtilage for domestic garden use for more 33 years. Parish Council supports.
	Roundabout Where Broomhall Meets, Norton Road, Norton W/22/00814/ADV	Sponsorship signage for display on roundabout (4 identical signs). Parish Council supports.
<u>Refusals:</u>	Land At (Os 8774 5055), Hatfield Lane, Norton W/22/00787/FUL	Proposed relocation of prefabricated timber office building to plot of land between Norton Farm and Norton Grange. Parish Council objects.
<u>Awaiting Decision:</u>	Land to the south of the City of Worcester, Bath Road. MHDC/13/00656/OUT Welbeck Land	Outline planning application, including approval of access (appearance, landscape, layout and scale reserved) for a mixed- use development with local centre to the south of Worcester. Additional Information Jan 2018: ecology update. Approved with s106 agreement outstanding.
	Ketch Field, Broomhall Way. Worcester City Council 20/00775/FUL	Development of 91 new dwellings & improvement of existing access, incl. green infrastructure and associated works. Parish Council supports subject to traffic concerns.
	30 Salamanca Drive, Norton. W/22/00642/HP	Variation of condition 2 on planning approval 21/01430/HP - amendment to roof elevation. Parish Council supports.
	1 and 2, Church Cottage, Church Lane, Norton W/22/00587/OUT	Outline application (with some matters reserved) for the construction of 2no. new dwellings. Parish Council supports in principle.
	Cooksholme Farm, 3 Wadborough Road, Littleworth W/22/01044/LB	Demolish what remains of the Barn 1 timber framed structure and its plinth walling. The roof sheeting and purlins were stripped off by a recent windstorm, and subsequently the timber frame fell as it lost its roof bracing. Parish Council objects
	Unit 8, Crucible Business Park, Woodbury Lane, Norton W/22/01137/FUL	Change of use of vacant building from Sui Generis to Use Class E (Commercial, Business and Service), B2 (General Industrial) and B8 (Storage and Distribution) uses, partial demolition of building, Re-cladding and Re-roofing of building, new fenestration and doors, covered cycle parking. Parish Council supports with comment
	Cooksholme Farm, 3 Wadborough Road, Littleworth W/22/01321/FUL	Construction of new building as replacement for substantially collapsed previous building - barn 1. Parish Council comments submitted, including reference to its objection comment to the connected planning application W/22/01044/LB.
	Closes Farm, Hatfield Bank, Norton W/22/01187/HP	Erection of front, rear and side single storey extensions. Parish Council supports.
	Land At (OS 8732 5164), Church Lane, Norton W/22/01835/PIP	Permission in Principle for up to 4 dwellings. Parish Council objects.
<u>Internal Consultation:</u>	Land off Broomhall Way Easting 385871 Northing 251879 Worcester City 22/00751/ FUL	Change of use of land to provide 10 permanent Travellers Pitches incl. the stationing of caravans for residential purposed with ancillary dayroom for each pitch plus associated access, parking, landscaping, engineering and infrastructure works
<u>Other:</u>	Anglers Club House And Fishing Lakes, Church Lane, Norton W/22/01021/ADV	1No. Totem, 2No. Letter Signs, 3 no. fascia signs and 7 No. directional signs. Parish Council does not object to proposed signage but issues with the application highlighted including the retrospective nature of this. APPLICATION WITHDRAWN.