

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 19th January 2023** 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 24 November 2022
 - b. Review of minute action summary
- 5. Progress reports (for information, reporting by exception)** **8.10pm**
 - a. District Councillor Report (Cllr. Adams)
 - b. County Councillor Report (Cllr. Mrs Robinson)
 - c. Finance (Responsible Finance Officer)
 - i. Balances
 - ii. Monthly accounts/bank reconciliation to 31 December 2022
 - 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)
- 6. Apiary Project and Tranquillity Garden (Mr Perks)** **8.35pm**
To consider update.
- 7. Wychavon Design Code Consultation (Clerk)** **8.45pm**
To consider response to Wychavon Design Code consultation.
- 8. Public Rights of Way (PRoW) (Cllr Fincher/Clerk)** **8.50pm**
To consider update.
- 9. Open Space/Verge, Highways and Drainage Matters (Cllr Fincher/Cllr Arrow/Clerk)** **8.55pm**
To consider update.
- 10. 2023/24 Budget and Precept (Responsible Finance Officer/Cllr Fincher)** **9.05pm**
 - a. To consider draft budget, quotes received, lengthsman hourly rate and agree precept/funding request for 2023/24
 - b. To consider Reserves Policy
 - c. To consider update on churchyard mowing
- 11. Appointment of Internal Auditor (Clerk)** **9.20pm**
To consider Internal Auditor appointment for year ending 31st March 2023.
- 12. Annual Insurance Renewal (Clerk)** **9.25pm**
To consider adequacy of cover and policy renewal.

- 13. Norton Connector** (Cllr Waizeneker) **9.30pm**
To consider update.
- 14. Sentry Statue Landscaping Proposals** (Cllr Job) **9.35pm**
To consider update.
- 15. Planning** (Cllr Richmond/Cllr Fincher/Cllr Waizeneker) **9.40pm**
To consider report on current applications and other planning matters including SWDP Review and monitoring of planning conditions.
- 16. Allotments** (Cllr Richmond/Assistant Clerk) **9.50pm**
To consider update.
- 17. Parish Hall Recreation Facilities and Outside Space** (Cllr Fincher) **9.55pm**
To consider update/actions including recreation facility maintenance, play area gate quotes, open air gym development, quotes to replace broken slabs outside the Hall entrance, quote for drainage work, options to limit vehicle access to the playing field and pitch improvement.
- 18. Parish Hall** (Cllr Fincher – Parish Council Chairman & Chair of the Hall Trustees) **10.10pm**
To consider Parish Council representative report.
- 19. Neighbourhood Plan Parish Aspirations Document** (Cllr Arrow/Cllr Pollard/Cllr Waizeneker)
Next review due February 2023.
- 20. Worcester Norton Sports Club/Worcester Norton Community Interest Company** **10.15pm**
To consider update from Parish Council WNCIC representative (Cllr Fincher) and Community Legacy Grant funding matters.
- 21. Employment Matters** (Chairman/Clerk) **10.20pm**
To consider any update/employment matters
- 22. Parish Council Newsletter** (Clerk) **10.25pm**
Items for the spring edition of the newsletter are required by 8 February
- 23. Finance** (Chairman/Responsible Finance Officer) **10.30pm**
a. To consider payments to be made/confirmed.
b. To consider renewal of Society of Local Council Clerks membership cost £187.
- 24. Correspondence for Information** (Chairman) **10.35pm**
Items of correspondence will be available for inspection at the meeting.
- 25. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk)
- 26. Items for update to local M.P.** (Chairman)
To consider any items for communication.
- 27. 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.
- 28. Date of next Parish Council and Revised 2023 Annual Parish Council Meeting Date**
16th February and 18th May (Annual Parish Council Meeting).

Signed

Jane Greenway

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council
12 January 2023

PLANNING APPLICATIONS – January 2023

	<u>Application</u>	<u>Description of Proposal</u>
<u>Approvals:</u>	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 ref to its objection comment to the planning application W/22/01044/LB.
<u>Refusals:</u>	None	
<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. 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 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
	Closes Farm, Hatfield Bank. 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.
	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
	5 Coronation Road, Littleworth W/22/01852/FUL	Proposed demolition of existing garaging and the construction of detached dwelling. Parish Council supports.
	Land at (Os 8785 5016), Hatfield Lane, Norton W/22/02008/OUT	Outline planning application for residential development of up to 3 self/custom-build dwelling houses, access and associated works. Parish Council objects.
	2 Coronation Road, Littleworth W/22/01808/HP	Proposed first floor extension to form a new bedroom and bathroom. Parish Council supports subject to comments.
	La Gardensana, Caravan At, Church Lane, Norton W/22/02270/CLPU	Certificate of lawfulness for proposed new mobile home to be placed on site to replace the existing mobile home.
	Land At (Os 9017 5117), Mucknell Farm Lane, Stoulton W/22/01955/FUL	Development of a 1MW solar farm and associated infrastructure. Parish Council objects.
	Woodbury Holdings, Woodbury Lane, Norton W/22/02549/PIP	Permission in Principle for the construction of 1no bungalow. Parish Council objects.
	Worcester Norton Sports Club, Brockhill Lane, Norton W/22/02607/FUL and W/22/02608/LB	Proposed refurbishment of clubhouse building including internal and external alterations to form multi-use community space, refurbishment of existing cricket changing rooms (including partial demolition) to form new changing and gym facilities, the construction of a tarmac MUGA, and relocation of existing car parking. Parish Council supports.
	2 Oak Cottage, Brockhill Lane W/22/02626/HP	Second storey side extension & single storey rear extension. Parish Council supports.
<u>Internal Consultation:</u>	Land At, Woodbury Lane, Norton W/22/02593/FUL	Erection of building of Class E(g)(i) office accommodation together with ancillary vehicle parking, landscaping and drainage as approved under planning permission reference 21/01166/FUL - variation of conditions 2 & 9
<u>Other:</u>	None	