

## To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Thursday 24<sup>th</sup> October 2013 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. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during public question time subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during question time.

### Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Changes to Membership**  
To consider any changes to membership and applications received for the Parish Councillor vacancy.
- 3. Declarations of Interest**
  - a. Register of Interests: Councillors are reminded of the need to update their register of interests.
  - 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.  
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.
  - d. Dispensation requests.
- 4. Minutes:** To consider adoption of minutes of the Parish Council meetings held on 16<sup>th</sup> and 26<sup>th</sup> September 2013
- 5. Progress reports for information** **8.00pm**
  - a. District and County Councillor Report (Cllr. R.C. Adams)
  - b. Planning (Cllr. Richmond/Clerk) - Also see agenda items 7, 8, 9 and 10
    - i. Current Applications - details accompany the agenda.
    - ii. SMH Fleet Holdings vehicle movements/planning conditions
  - c. Allotments (Cllr. Mrs. McGovern) - Also see agenda item 16
  - d. Playing Fields/Play Area (Cllr. Richmond/Clerk) - Also see agenda items 13, 14 and 15
  - e. Public Rights of Way (Cllr. Turvey)
  - f. Finance (Responsible Finance Officer)
    - i. Balances and s137 expenditure
    - ii. Monthly accounts and bank reconciliation to 30<sup>th</sup> September 2013 (circulated separately)
  - g. West Mercia Police (PCSO Julie Pardoe)
  - h. Parish Plan (Cllr. Turvey)
  - i. EnviroSort (Cllr. Bennett)
- 6. Parish Council Workload** (Cllr. Turvey) **8.15pm**  
To consider suggestions to manage the Parish Council work load in view of the large scale projects being undertaken and other future projects within the Parish.
- 7. Development of old Regiment HQ Site** (Cllr. Turvey) **8.25pm**  
To consider the current situation and agree any future actions.
- 8. South Worcs Development Plan and Associated Matters** (Cllr. Turvey/Cllr. Fincher/Cllr. Mrs McGovern/Mr. Dyer) **8.30pm**  
To consider the current position, public meeting and future activities.
- 9. Land adjacent to St. Peters Garden Centre** (Clerk) **8.35pm**  
To consider the current position, adoption matters (including the wider Brockhill area), play area completion, roundabout/pedestrian crossing work, any outstanding issues and agree actions.
- 10. Community Infrastructure Levy for South Worcestershire** (Cllr. Turvey/Clerk) **8.40pm**  
To consider and agree whether to submit a response to this consultation (papers previously circulated). Comments due by 8<sup>th</sup> November.
- 11. Flooding Issues** (Cllr. Turvey/Clerk) **8.45pm**
  - a. To consider update on Worcs CC flood alleviation proposals and any outstanding matters.
  - b. To consider current position re Severn Trent sewerage scheme proposals, feedback from residents, draft Heads of Terms, land registration work progress, indemnity policy scope any other outstanding/associated items and agree how to progress. See agenda item 14 for car park tarmacking proposals and agenda item 15 for Parish Hall and Pre-school connection proposals.

- c. Littleworth flood alleviation measures and ongoing maintenance requirements.
- 12. Employment Matters (Clerk) 9.00pm**  
To consider any outstanding matters.
- 13. Parish Hall Recreation Facilities (Clerk) 9.05pm**  
To consider update from the Play Area Working Group regarding play area redevelopment, multi-play sports facility and skate/bmx facility, funding opportunities and agree future activities/actions.
- 14. Parish Hall Car Park/Grounds/Outside Space (Clerk/Cllr. Fincher/Cllr. Turvey) 9.10pm**  
a. To consider progress with car park tarmacking proposals, the area to be tarmacked, drainage issues, project budget, funding and quotes.  
b. To consider the need for 2 football pitches and possible alternative uses for one pitch.
- 15. Parish Hall (Cllr. Fincher/Cllr. Dawson/Clerk) 9.20pm**  
To consider:  
a. Update from Parish Councillor landlord representative.  
b. Quotes, update and actions regarding mains sewerage connection for the Parish Hall/Pre-school.
- 16. Allotments 9.30pm**  
a. To consider feedback regarding the allotment fencing proposal.  
b. To consider the lack of water supply to the allotment land opposite the Parish Hall and re-letting.
- 17. Wychavon Allotment Land, Rear of Coronation Cottages, Littleworth 9.35pm**  
To consider the situation relating to the Wychavon allotment land in Littleworth including acquisition by the Parish Council.
- 18. Maintenance Work (Clerk) 9.45pm**  
a. To consider quote for flag pole bracket and installation  
b. To consider quote to repair Parish Hall fence following vehicle collision  
c. To consider the need for contractors to hold a strimmer certificate
- 19. Highways Matters (Clerk) 9.50pm**  
a. To consider update regarding speed management along Talavera Road, Norton.  
b. To consider update regarding Crookbarrow Road safety concerns  
c. To consider Highways feedback regarding the request for installation of central white lines along Woodbury Lane, particularly on the section including the sharp bends and marking of parking restrictions at the junction of Wadborough Road/The Hidage
- 20. Grass Bank Salamanca Drive (Clerk) 10.00pm**  
To consider the current situation and agree any further action.
- 21. Electoral Commission: Standing for Election Consultation 10.10pm**  
To consider and agree whether to submit a response to this consultation (papers previously circulated). Comments due by 18<sup>th</sup> December.
- 22. Finance (Chairman) 10.15pm**  
a. To consider payments to be made/confirmed as on list attached.  
b. To consider request to fund additional toilet facilities required for the 2014 panto (costs estimated at £100 plus VAT)
- 23. Correspondence for Information (Chairman /Clerk) 10.20pm**  
The attached appendix of items will be available for inspection at the meeting.
- 24. Clerk's report on Urgent Decisions since the last meeting (Clerk) 10.25pm**
- 25. Newsletter (Cllr. Mrs McGovern/Clerk) 10.30pm**  
To note that items for the Winter newsletter must be received by 18<sup>th</sup> November.
- 26. Items for update to local M.P. (Chairman) 10.35pm**  
To consider any items for communication.
- 27. Councillors' reports and items for future agenda (Chairman) 10.40pm**  
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 meeting: 28<sup>th</sup> November 2013**

Signed

*Jane Greenway*

Mrs Jane Greenway  
Clerk to Norton-juxta-Kempsey Parish Council  
17<sup>th</sup> October 2013

## PLANNING APPLICATIONS – October 2013

### Approvals

**The White Cottage,  
50 Wadborough Road, Littleworth  
Ref: W/13/01537**

Demolition of existing single storey side extension and erection of two storey and single storey side extension. Parish concerns noted.

**Norton Parish Hall  
Worcs CC Ref: 13/00028/CM**

Severn Trent Water proposed new sewage pumping station required in connection with the first time sewerage. Parish supports subject to neighbours' views being fully considered. Proposed family room. Parish supports.

**59 Mandalay Drive, Norton  
Ref: W/13/01905**

### Refusals - None

### Awaiting Decision

**Land to the south of the City of  
Worcester, Bath Road.  
Ref: W/13/00565/OUT**

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.

**Worcester Norton Sports Club  
Ref: W/13/01500**

Erection for new firing range shelter in timber with profiled metal roof along with formation of raised backstops (butts) to target areas. Parish does not support.

**Broomhall Grange, Norton Road,  
Ref: Broomhall  
Malvern Hills DC 13/00710/OUT**

Outline application for residential development (illustrative scheme of 37 dwelling units), with all matters reserved except for access. Parish does not support.

**Norton Grange, Hatfield Lane  
Ref: W/13/01825**

Change of use to cattery and erection of a single storey, mono pitch rectangular building and a single storey timber clad garden shed. Parish Council concerns submitted.

**Unit 2 Court Farm, Church Lane,  
Norton . Ref: W/13/01884**

Change of use from Sui Generis Beauty Parlour to B1. Parish support.

### Internal Consultation - None

### Other - None