

To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the Annual Meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Thursday 21st May 2015** 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.

Agenda

- 1. Election of Chairman and Signing of Undertaking and Declaration of Office** **7.45pm**
- 2. Apologies: To receive apologies and to approve the reason for absence**
- 3. Election of Vice-Chairman and Signing of Undertaking and Declaration of Office**
- 4. Signing of Undertakings and Declarations of Office following uncontested election**
- 5. Changes to Membership**
To consider co-option of Mr Paul Brooker as a Parish Councillor.
- 6. Declarations of Interest**
 - a.** Register of Interests: Re-elected Councillors are reminded of the need to update their register of interests and newly elected Councillors are required to complete and return the Register of Interests Form to the Monitoring Officer within 28 days of their election.
 - 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.
 - i.** To consider granting a dispensation up to the next ordinary election (2019) to Cllr. Miss Poole, to enable provision of independent guidance and advice and participation in any discussion or vote on any matter concerning pension auto-enrolment.
 - ii.** To consider granting a dispensation up to the next ordinary election (2019) to all parish councillors who live within the parish, to enable them to participate in any discussion or vote on any matter concerning the setting of the council's budget and annual precept.
 - iii.** To consider renewal of the dispensation granted to Mr. Reeves for participation in discussions relating to the Severn Trent Water Wadborough Road pumping station proposals (up to the next ordinary election (2019)).
 - iv.** To consider renewal of the dispensation granted to Cllr. Dawson and Cllr. Fincher to enable participation in discussions and votes concerning Parish Council matters relating to the Parish Hall (up to the next ordinary election (2019)).
 - v.** To consider renewal of the dispensation granted to Cllr. Richmond to enable participation in discussions concerning Parish Council matters relating to the Parish pantomime (up to the next ordinary election (2019)).
 - vi.** To consider renewal of the dispensation granted to Cllr. Turvey to enable participation in any discussion or vote on any matter concerning Worcester Norton Sports Club and potential development of a new sports centre on this site (up to the next ordinary election (2019)).
 - vii.** To consider renewal of the dispensation granted to Cllr. Mrs Way-Vautier to enable participation in any discussion, but not to vote on any matter concerning Worcester Norton Croquet Club and Worcester Norton Sports Club (up to the next ordinary election (2019)).
 - viii.** To consider renewal of the dispensation granted to Cllr. Fincher, to enable participation in any discussion or vote on any matter concerning Worcester Norton Sports Club and the potential developments on this site (up to the next ordinary election (2019)).

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.
- 7. To consider and adopt Council's Standing Orders, Scheme of Delegation, Complaints Procedures and Financial Regulations** (previously circulated)
- 8. To note Code of Conduct** (previously circulated)
- 9. To consider areas of focus and agree allocation of areas of responsibility to Councillors**
- 10. To note the Council's Risk Assessment and Insurance Requirements** (previously circulated and agreed at the Parish Council meetings 14th and 29th January and 26th March 2015)
- 11. Minutes:** To consider adoption of minutes of the Parish Council meeting held on 29th April 2015

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| 12. Progress reports <u>for information</u> | 8.05pm |
| a. District and County Councillor Report (Cllr. R.C. Adams) | |
| b. Finance (Responsible Finance Officer) | |
| i. Balances and s137 expenditure | |
| ii. Monthly accounts/bank reconciliation not available due to preparation of year end accounts. | |
| iii. Annual audit progress | |
| c. West Mercia Police (PCSO Julie Pardoe/PCSO Steven Tinkler/PC Acaster) | |
| i. To consider update | |
| ii. To consider future PACT representative | |
| 13. Current Planning Applications (Cllr. Richmond/Cllr. Turvey/Clerk) | 8.15pm |
| Report of current applications. Also see Worcester Parkway Station agenda item 17. | |
| 14. South Worcs Development Plan and Associated Matters (Cllr. Turvey/Cllr. Fincher) | 8.25pm |
| To consider the current position including outline planning applications, A4440/Ketch roundabout proposals, traffic calming measures, feedback from Parishioners at Annual Parish Meeting and any actions. | |
| 15. Development on Land adjacent to St. Peters Garden Centre (Cllr. Turvey/Clerk) | 8.30pm |
| To consider update including adoption matters, roundabout work, highway signage, bus shelter replacement, outstanding reinstatement/remedial work and any actions. | |
| 16. Worcester Parkway Station (Cllr. Turvey/Cllr. Fincher) | 8.35pm |
| To consider any update, feedback from Parishioners at Annual Parish Meeting and required actions. | |
| 17. Severn Trent Sewerage Scheme and Associated Matters (Working Group/Clerk) | 8.45pm |
| To consider update including completion of contract, land registration matters, remedial work and required actions. | |
| 18. Employment Matters (Cllr. Turvey /Cllr. Fincher) | 8.50pm |
| 19. VAT Procedures (Clerk/Cllr. Turvey) | 8.55pm |
| To consider update. | |
| 20. Parish Hall Recreation Facilities Project (Cllr. Dawson/Clerk) | 9.10pm |
| To consider update on project and remedial work. | |
| 21. Parish Hall Car Park/Playing Fields/Outside Space (Clerk) | 9.15pm |
| To consider any update on car park resurfacing project, football pitch drainage and consider revised playing field signage and purchase of flags for flag pole. | |
| 22. Parish Hall (Cllr. Fincher/Cllr. Dawson) | 9.25pm |
| To consider update from landlord representative. | |
| 23. Pre-School (Cllr. Fincher/Cllr. Dawson) | 9.35pm |
| To consider update regarding electricity/water usage, future structure and resulting actions. | |
| 24. Parish Council Newsletter (Clerk) | 9.45pm |
| To consider future production/circulation process. | |
| 25. Annual Parish Meeting – 5th May 2015 (Chairman/Clerk) | 9.50pm |
| To consider feedback received at the Annual Parish Meeting. | |
| 26. New Website (Cllr. Fincher) | 9.55pm |
| To consider update. | |
| 27. Allotments (Clerk) | 10.00pm |
| To consider update and required actions. | |
| 28. Wadborough Road Garages (Clerk) | 10.05pm |
| To consider update and required actions. | |
| 29. Public Rights of Way (Cllr. Turvey) | 10.10pm |
| To consider update and required actions. | |
| 30. Worcester Norton Sports Club (Cllr. Turvey/Cllr. Fincher) | 10.15pm |
| To consider any update on WNSC plans to redevelop the Club on its current site and request for Parish Council support in providing litter bins on the cricket ground. | |
| 31. Croquet Club (Cllr. Turvey) | 10.20pm |
| To consider update on the Croquet Club situation. | |
| 32. Community Games Event (21st June 2015) and Fun Run (4th October) (Clerk) | 10.25pm |
| To consider any update regarding Parish Council sponsorship of medals for the Fun Run and Community Games events. | |
| 33. Highways Matters (Cllr. Turvey/Clerk) | 10.30pm |
| To consider update, feedback received at the Annual Parish Meeting including speeding and speed checks along Church Lane, weight restrictions/HGV routes and required actions. | |
| 34. World War I Centenary (Cllr. Way-Vautier/Clerk) | 10.35pm |
| To consider update on activities. | |

- 35. Badges for Parish Councillors/Clerk** (Cllr. Turvey) **10.40pm**
To consider purchasing of name badges for Parish Councillors and the Clerk for events where representing the Parish Council.
- 36. Wychavon DC Consultation on Draft Street Trading Policy** (Chairman/Clerk) **10.45pm**
To consider response to this consultation (responses due by 31st July 2015).
- 37. Finance** (Chairman) **10.55pm**
a. To consider payments to be made/confirmed as on list attached.
- 38. Correspondence for Information** (Chairman/Clerk) **11.00pm**
The attached appendix of items will be available for inspection at the meeting.
- 39. Clerk's report on Urgent Decisions since the last meeting** (Clerk) **11.05pm**
- 40. Items for update to local M.P.** (Chairman)
To consider any items for communication.
- 41. Councillors' reports and items for future agenda** (Chairman) **11.10pm**
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.
- 42. Date of next meeting:**
Parish Council Meeting: Thursday 25th June 2015

Signed

Jane Greenway

Mrs Jane Greenway
Clerk to Norton-juxta-Kempsey Parish Council
15th May 2015

PLANNING APPLICATIONS – May 2015

Approvals

**Derwent, Hatfield Bank,
Norton. Ref: W/15/00557**

Loft conversion including raised roof with front and rear dormers. Single storey rear kitchen extension and front porch.

**84 Mandalay Drive, Norton
Ref: W/15/00861**

Single storey rear and side extension to form a family room, study and utility.

Refusals - None

Awaiting Decision

**Land to the south of the City of
Worcester, Bath Road. Malvern
Hills DC Ref: W/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.

**Land north of Taylors Lane, south
of and part north of A4440
Broomhall Way, Worcs.
Malvern Hills DC Ref: W/13/01617
St. Modwen Developments**

Outline application with all matters reserved except for access, for a mixed use development comprising residential development up to 255 dwellings, employment (B1) (b and c), B2 and/or B8, access, footpath, cycleways and highway infrastructure, pedestrian/cycle bridge over A4440, public open space, landscaping and associated development and drainage.

**Land adjacent to Lobelia Close,
Cranesbill Drive, Broomhall Green
and the A4440 Broomhall Way
Worcester City Ref: P13A0617
St. Modwen Developments**

Erection of pedestrian/cycle bridge over A4440 Broomhall Way to facilitate access to a mixed use development comprising of up to 255 dwellings and employment (B1) (b and c), B2 and/or B8, on land between Taylors Lane and the A4440 Broomhall Way.

**Middle Battenhall Farm
Worcester City Ref: P13B0632
Miller Homes**

Outline planning application for the construction for up to 200 dwellings, open space, new vehicular junction and access and associated infrastructure

**Land at Broomhall Way
Worcester City Ref: P14L0266**

Outline planning permission for the erection of up to 103 dwellings with all matters reserved, excluding access. Parish supports subject to revision of application.

**Land to the east and south
of The Crucible Business Park,
of Norton, Worcester
Ref: Worcs CC 15/000007/REG3**

A full planning application for the development of a new rail station and associated infrastructure. The application comprises new platforms on the Birmingham – Bristol railway line and one platform on the Cotswold railway line, a new station building, a public right of way footbridge over the Birmingham – Bristol railway line, car parking, flood attenuation and a new roundabout on the B4084. Parish supports in principle but with concerns raised.

**St Annes, 5 Wadborough Road,
Littleworth. Ref: W/15/00842**

Extend garage and extension at side of dwelling to form a utility and bedroom. Parish supports.

**Eastfield, Wadborough Road,
Kempsey. Ref: W/15/00769**

Construction of 3no. stock lakes together with the provision of 4no. 'glamps' and the temporary permission of a mobile home for use of the fishery manager. Parish does not support.

**Norton Hall Nursing Home,
Woodbury Lane. Ref: W/15/00890**

Siting of portacabin for temporary period.

Internal Consultation

The Elms, Hatfield Lane
Ref: W/15/01102

Proposed single storey rear extension to kitchen and dining area.

Other - None