

## 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 23<sup>rd</sup> October 2008 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.**
2. **Chairman Position and Allocation of Responsibilities**
  - a. To consider future Chairman.
  - b. To consider future allocation of responsibilities, to include the writing of the quarterly newsletter report from the Parish Council.
  - c. Update on procedures to fill vacancy following resignation of Kate Lovegrove
3. **Declarations of Interest**
  - a. Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b. To declare any Personal Interests in items on the agenda and their nature.
  - c. To declare any Personal and Prejudicial Interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant items).
4. **Minutes:** To consider adoption of the minutes of the meeting of the Parish Council of 25<sup>th</sup> September 2008
5. **Progress reports for information**
  - a. **District and County Councillor Report** (Cllr. R.C. Adams)
  - b. **Planning** (Cllr. Mrs. Lovegrove/Clerk) –
    - i. Current Applications - details accompany the agenda
    - ii. Activity in Woodbury Lane/traffic count
    - iii. To appoint a new Chair of Planning to replace Cllr. Mrs. Lovegrove
  - c. **Allotments** (Cllr. Mrs. McGovern)  
See also agenda item 12
  - d. **Playing Fields** (Clerk)  
See also agenda item 14
  - e. **Footpaths** (Cllr. Turvey)
  - f. **Finance** (Responsible Finance Officer)
    - i. **Balances**
    - ii. **Monthly Accounts** – September monthly accounts accompany the agenda
  - g. **West Mercia Police** (WPC Kate Buesing/CSO Fogwill)
  - h. **Brockhill Recreation Area** (Cllr. Reeves)
  - i. **Parish Plan** (Cllr. Turvey)
6. **EnviroSort** (Mr. Lucas)  
To receive an update on activities following the EnviroSort Liaison Group meetings.
7. **West Midlands RSS/South Worcestershire Joint Core Strategy** (Cllr. Reeves/Cllr. Turvey/Mr. Lucas)
  - a. To discuss the information gathered at the public meeting held on Friday 17<sup>th</sup> October and the CPRE meeting held on 20<sup>th</sup> October.
  - b. To agree the response to the SWJCS (comments due by 31<sup>st</sup> October).
  - c. To consider responding to the RSS Phase 2 Revision and agree a response (comments due by 8<sup>th</sup> December)
8. **Flooding Issues** (Cllr. Reeves)  
To receive an update on issues, plans, activities and correspondence.
9. **Waste Core Strategy**  
To seek a volunteer to review the refreshed Issues & Options Report and report back to the November Parish Council meeting upon the need to respond to the consultation, providing a draft response if required. (Comments by 19<sup>th</sup> December)

**10. Consultation Paper: The Making & Enforcement of Byelaws**

To consider making a response to the consultation and to agree a volunteer(s) to review the papers and draft a response for submission by the 20<sup>th</sup> November deadline.

**11. Allotments**

- a. To review the standard Tenancy Agreement (copy attached)
- b. To consider how breaches in the Tenancy Agreement should be managed

**12. Asset Management**

To consider how Parish Council assets are monitored, including the Parish Hall.

**13. Parish Hall Play Area/Tennis Courts**

- a. To discuss inspection report and agree maintenance requirements
- b. To consider quotes received
- c. To consider request for maintenance work to tennis courts and quotes received

**14. Planting and Maintenance of Barracks Roundabout and Parish Hall Tubs**

To consider quote received and agree work

**15. Wheelie Bin Storage**

To consider the request received via the newsletter Your Views form for a leaflet to be put through letterboxes asking for bins to be stored out of site.

**16. Cars parking on pavements and horses riding along pavements**

To consider complaint received and consider/agree appropriate action.

**17. Finance**

- a. To consider payments to be made as on list attached

**18. Correspondence for Information**

The attached appendix of items will be available for inspection at the meeting.

- a. Update on your Views Forms re hedge/overgrowth cutting
- b. Consider circulation of CALC updates to members by email

**19. Clerk's report on Urgent Decisions since the last meeting**

**20. Items for update to local M.P.**

To consider any items for communication.

**21. Councillors' reports and items for future agenda**

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.

**22. Date of next meeting**

To confirm the date of the next meeting which is scheduled for 27<sup>th</sup> November 2008.

Signed

Jane Greenway  
Clerk to Norton-juxta-Kempsey Parish Council  
17<sup>th</sup> October 2008