

## 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 26<sup>th</sup> April 2018** 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. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Changes to membership**
- 3. Declarations of Interest**
  - a. Register of Interests: Re-elected Councillors are reminded of the need to update their register of interests and newly co-opted Councillors are required to complete and return the Register of Interests Form to the Monitoring Officer within 28 days of their co-option.
  - 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)**
  - a. To consider adoption of minutes of the Parish Council meeting held on 29<sup>th</sup> March 2018.
  - b. Minute action summary review.
- 5. Progress reports for information** **7.55pm**
  - a. District and County Councillor Report (Cllr. 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. 2017/18 financial year end and annual audit process
  - c. West Mercia Police and PACT (PCSO Pardoe/PCSO Tinkler/PC Acaster/Cllr. Mrs Ritter)
  - d. St. James the Great Church, Norton (Rev. Badger)
- 6. Data Protection Regulation Changes – The General Data Protection Regulation (GDPR)** **8.15pm**

To consider the impact of the GDPR, purchase of a new shredder and an update regarding the action plan to achieve compliance.
- 7. Risk Assessment Procedures** **8.25pm**

To consider development of risk assessment procedures.
- 8. Annual Parish Meeting – 3<sup>rd</sup> May (Clerk)** **8.30pm**

To consider preparations, Information Booklet production and actions.
- 9. Planning (Cllr. Richmond/Chairman)** **8.40pm**

To consider report on current applications.
- 10. Parish Hall (Cllr. Fincher)** **8.45pm**

To consider report from Parish Council representative.
- 11. Parish Hall Recreation Facilities and Outside Space (Chairman/Clerk)** **8.55pm**

To consider report, updates and actions, including car park re-surfacing project, bike racks and youth shelter refurbishment and relocation.
- 12. Norton Pre-school (Cllr. Turvey/Cllr. Fincher/Clerk)** **9.05pm**

To consider new draft lease and update regarding re-location of the Pre-school container and actions.
- 13. Worcester Parkway Station (Cllr. Turvey/Cllr. Fincher)** **9.15pm**

To consider update and actions.
- 14. Southern Link Road Works & Crossing Points (Cllr. Turvey/Cllr. Fincher)** **9.20pm**

To consider update and actions.
- 15. Adoption/Maintenance of Development by Garden Centre (Chairman/Clerk)** **9.25pm**

To consider update and actions.
- 16. Neighbourhood Plans (Cllr. Lucas)** **9.30pm**

To consider update from steering group.

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| <b>17. Employment Matters</b> (Chairman/Clerk)  | <b>9.35pm</b>  |
| <b>a.</b> To consider any reports and actions.  |                |
| <b>b.</b> To consider carry forward of 31.5 ‘banked’ hours for the Clerk into 2018/19 and carry forward of 19.75 hours holiday into 2018/19.  |                |
| <b>18. Allotments</b> (Cllr. Hughes/Clerk)  | <b>9.45pm</b>  |
| To consider update, feedback from tenants and actions.  |                |
| <b>19. Public Rights of Way (PROW)</b> (Cllr. Turvey – Parish Paths Warden)   | <b>9.50pm</b>  |
| To consider update and actions.   |                |
| <b>20. Bus Services</b> (Cllr. Hughes)  | <b>9.55pm</b>  |
| To consider update and actions.   |                |
| <b>21. Parish Council Newsletter</b> (Clerk)  | <b>10.00pm</b> |
| Content required by 1 <sup>st</sup> May.  |                |
| <b>22. Parking in Littleworth at School Times</b> (Cllr. Mrs Ritter)  | <b>10.05pm</b> |
| To receive an update.   |                |
| <b>23. The Norton Worcestershire Regiment Group</b> (Chairman/Clerk)  | <b>10.10pm</b> |
| To consider update and actions.   |                |
| <b>24. Worcester Norton Sports Club</b> (Chairman)  | <b>10.15pm</b> |
| To consider any update and actions relating to WNSC redevelopment plans/associated matters.   |                |
| <b>25. Lengthsman Scheme</b> (Chairman/Clerk)   | <b>10.20pm</b> |
| To consider update on Worcs CC Lengthsman Scheme for 2018/19.   |                |
| <b>26. Highways, Verges and Drainage Matters</b> (Chairman/Clerk)   | <b>10.25pm</b> |
| To consider updates/reports on highway, verge and drainage matters, speed of traffic travelling through Littleworth and additional grit bins for use on roads and pavements.  |                |
| <b>27. Parish Council Owned Lands</b> (Chairman)  | <b>10.35pm</b> |
| To consider update and actions.   |                |
| <b>28. Social Media Policy</b> (Chairman/Clerk)   | <b>10.40pm</b> |
| To note the Wychavon District Council policy and to consider producing a Parish Council policy or using the Wychavon DC policy as a guidance document.  |                |
| <b>29. Finance</b> (Chairman)   | <b>10.45pm</b> |
| <b>a.</b> To consider payments to be made/confirmed as on list attached   |                |
| <b>b.</b> To consider renewal of CALC membership  |                |
| <b>30. Correspondence for Information</b> (Chairman/Clerk)  | <b>10.50pm</b> |
| The attached appendix of items will be available for inspection at the meeting.   |                |
| <b>31. Clerk’s report - Urgent Decisions &amp; Expenditure Delegation since last meeting</b> (Clerk)  | <b>10.55pm</b> |
| <b>32. Items for update to local M.P.</b> (Chairman)  |                |
| To consider any items for communication and attendance of meetings by Nigel Huddleston MP.  |                |
| <b>33. Councillors’ reports and items for future agendas</b> (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. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u> |                |
| <b>34. Dates of next meetings</b>   |                |
| Annual Parish meeting 3 <sup>rd</sup> May 2018  |                |
| Annual Parish Council meeting 24 <sup>th</sup> May 2018   |                |

Signed

*Jane Greenway*

Mrs Jane Greenway

Clerk to Norton-Juxta-Kempsey Parish Council

20<sup>th</sup> April 2018

## PLANNING APPLICATIONS – April 2018

### Approvals

**41 Peninsula Road, Norton  
Ref: W/18/00400/GPDE**

Notification for Prior Approval for a Proposed Larger Home Extension - erection of single storey rear extension

### 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. Additional Information Jan 2018: ecology update. Approved at District and City Council Planning Committee meetings Feb/ March 2018, with s106 agreement outstanding.

**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

**Lavender Cottage, Woodbury Lane, Norton. Ref: W/18/00395/CLE**

Application for a Lawful Development Certificate for an existing use - use of outbuilding. Parish Council objected to.

### Internal Consultation

**Ingwelala, Hatfield Lane,  
Norton. Ref: W/18/00740/FUL**

Amendments to previously approved scheme for the erection of 4 no. dwellings (W/11/00181/PN) including raising of eaves, increase in ridge heights, alterations to porches, solar panels and enlarged garage to plot 1 without compliance with conditions 4, 9, 10, 12 to remove conifer hedge on southern boundary and replacement hedge planting

**2 Coronation Road, Littleworth  
Ref: W/18/00685/HP**

Ground floor side extension – resubmission of 17/01123/HP

### Other - None

### Appeals

**Bevere Lodge, Church Lane,  
Norton. Ref: W/17/01308/OUT**

Outline application with all matters reserved for a new build 3 bedroomed, 2 storey dwelling, to include partial demolition of Bevere lodge to facilitate plot width. Re-submission of 17/00235/OUT. Parish does not support. Wychavon DC refused. Application. APPEAL DISMISSED.

**Bevere Lodge, Church Lane,  
Norton. Ref: W/17/01308/OUT  
(amendment)**

Outline application with all matters reserved for new build single storey bungalow, to include partial demolition of Bevere lodge to facilitate plot width. Resubmission of W/17/00235/OUT. Parish supports subject to neighbours' views being fully considered. Wychavon DC refused application. APPEAL DISMISSED.