

## 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 28<sup>th</sup> March 2019** 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**  
To consider any applications for co-option.
- 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 Parish Council meeting held on 27<sup>th</sup> February 2019.
  - b. Review of minute action summary.
- 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 to 28<sup>th</sup> February 2019
    - iii. 2018/19 financial year end and annual audit process
  - c. West Mercia Police and PACT (Police/Cllr. Kelly)
  - d. St. James the Great Church, Norton (Rev. Badger)
- 6. Annual Risk Assessment and Review of Fixed Asset Register (Clerk)** **8.10pm**  
To review and approve annual Risk Assessment and Fixed Asset Register.
- 7. The General Data Protection Regulation (GDPR) (Clerk/Cllr. Kelly)** **8.15pm**  
To receive update regarding the GDPR action plan.
- 8. Annual Parish Meeting (APM) – 1<sup>st</sup> May (Clerk)** **8.20pm**  
To consider preparations, agenda, information booklet production and actions for the APM.
- 9. Planning (Cllr. Richmond/Chairman)** **8.25pm**
  - a. To consider report on current applications.
  - b. To consider update on other planning matters, including planning enforcement summit.
- 10. Reports of Anti-Social Behaviour (Chairman/Clerk)** **8.35pm**  
To consider update on anti-social behaviour matters.
- 11. Parish Hall Car Park Resurfacing (Car Park Resurfacing Group)** **8.40pm**  
To consider updates including bollard reflectors and weed treatment.
- 12. Parish Hall Recreation Facilities and Outside Space (Clerk)** **8.45pm**  
To consider matters including parking on playing field, play area gates/closers, bike rack installation, tree survey/maintenance, patio bench refurbishment and disposal of green waste.
- 13. New Homes Bonus (NHB)/Community Legacy Grant (CLG) Funding (Chairman)** **8.55pm**  
To consider projects suggested for NHB/CLG funding.
- 14. Parish Council Website (Chairman/Clerk)** **9.05pm**  
To consider update regarding development of new Parish Council website
- 15. Norton Pre-school (Chairman/Clerk)** **9.10pm**  
To consider update.

- 16. Worcester Parkway Station** (Chairman/Cllr. Turvey) **9.15pm**  
To consider update/actions/feedback, including Parkway Active Travel Corridor proposals.
- 17. Southern Link Road Works & Crossing Points** (Chairman/Cllr. Turvey) **9.20pm**  
To consider update and actions.
- 18. Open Space/Verge Maintenance, Highways, Drainage Matters** (Chairman) **9.25pm**  
To consider updates/feedback including reports of speeding in the Norton area and update regarding work to improve drainage in the vicinity of the Parish Hall.
- 19. Lengthsman Scheme** (Chairman/Clerk) **9.35pm**  
To consider membership of the Worcs CC Lengthsman Scheme for 2019/20.
- 20. Neighbourhood Plan** (Cllr. Lucas) **9.40pm**  
To consider update from working group including terms of reference.
- 21. Employment Matters** (Chairman/Clerk) **9.45pm**  
To consider any updates, reports and actions, including the outcome of Clerk's annual appraisal and the pension re-enrolment process.
- 22. Allotments** (Cllr. Kelly) **9.50pm**  
To consider update/actions including renewal of annual rodent control programme.
- 23. Public Rights of Way** (Cllr. Turvey – Parish Paths Warden) **9.55pm**  
To consider update and actions, including improvement of bridleway to Stonehall Common and P3 Scheme membership for 2019/20.
- 24. Bus Services/Littleworth Bus Shelter** (Chairman/Clerk) **10.00pm**  
To consider update and bus shelter noticeboards.
- 25. Parish Hall** (Cllr. Fincher – Parish Council Chairman & Chair of the Hall Trustees) **10.05pm**  
To consider report from Parish Council representative.
- 26. The Norton Worcestershire Regiment Group** (Chairman/Clerk) **10.15pm**  
To consider update regarding Sentry statue project and funding.
- 27. Worcester Norton Sports Club** (Chairman) **10.20pm**  
To consider any update/actions relating to WNSC redevelopment plans/associated matters.
- 28. Parish Council Owned Lands** (Cllr Lucas) **10.25pm**  
To consider update and actions.
- 29. Parish Council Elections** (Clerk) **10.35pm**  
To consider update and actions relating to May 2019 Parish Council elections.
- 30. Wychavon Parish Games** (Chairman/Clerk) **10.40pm**  
To consider participation in the 2019 Wychavon Parish Games.
- 31. Finance** (Chairman) **10.45pm**
- a. To consider payments to be made/confirmed.
  - b. To consider a grant to Neighbourhood Watch Group for additional signage around Norton.
  - c. To consider a grant to NJK CE First School to assist with swimming transport costs.
- 32. Correspondence for Information** (Chairman/Clerk) **10.50pm**  
Items of correspondence will be available for inspection at the meeting.
- 33. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk)
- 34. Items for update to local M.P.** (Chairman)  
To consider any items for communication.
- 35. 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.
- 36. Date of next meeting**  
25th April

Signed

Mrs Jane Greenway  
Clerk to Norton-Juxta-Kempsey Parish Council  
21<sup>st</sup> March 2019

## PLANNING APPLICATIONS – March 2019

### Approvals

**Three Bob Yard, Woodbury lane** Material change of use of land for stationing of caravans for residential occupation with associated shed on existing builders yard. Parish does not support  
**Ref: 18/02509/FUL**

### Refusals - None

### Awaiting Decision

**Land to the south of the City of Worcester, Bath Road. Malvern Hills DC Ref: W/13/00656/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. Additional Information Jan 2018: ecology update. Approved with s106 agreement outstanding.  
**Welbeck Land**

**Land adj. to Lobelia Close, Cranesbill Drive, Broomhall Green & A4440** 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.  
**Worcester City Ref: P13A061**  
**St. Modwen Developments**

**Middle Battenhall Farm** Outline planning application for the construction for up to 200 dwellings, open space, new vehicular junction and access and associated infrastructure.  
**Worcester City Ref: P13B0632**  
**Miller Homes**

**3 Ramillies Drive, Norton** Amendment to approval 17/02299/HP to include additional side window. Parish supports subject to neighbours' views.  
**Ref: 19/00159/HP**

**Broomhall Way, (Southern Link Road A4440), Worcester** Proposed new footbridge to span Broomhall Way (Southern Link Road A4440) between the Ketch Roundabout and Norton Roundabout to provide a direct link between the existing housing and amenities at St Peters and a new development south of Broomhall Way (Part of Worcester South Urban Extension). Parish supports with comments.  
**Worcs CC 19/000001/ REG3**

### Internal Consultation - None

### Other - None