

**MINUTES OF THE MEETING OF THE
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON
THE 29TH MARCH 2012 AT NORTON PARISH HALL, LITTLEWORTH**

There were no public question time discussions.

- 1. Apologies for Absence:** A. Bennett, Mrs. D. Hewison, P. Richmond, H. Turvey, M. Reeves, Cllr. R. Adams (County and District Councillor). These apologies were accepted and approved.

Attending: Mrs. C. McGovern (Chair), K. Fincher, D. Lucas, J. Sparling, Mrs. J. Greenway (Clerk/ Responsible Finance Officer).

- 2. Signing of Outstanding Undertakings and Declarations of Office**

It was agreed for Mr. Dyer to sign his undertaking and declaration of acceptance of office at, or before, the next Parish Council meeting

- 3. Changes to Membership**

The Parish Councillor vacancy remains and has been advertised in the recent newsletter.

- 4. Declarations of Interest**

The Clerk expressed an interest in agenda items 13 and 14 (Parish Council PAYE Registration and Parish Clerk Contract). Cllr. Mrs McGovern declared a personal and potentially prejudicial interest in agenda item 19.

- 5. Minutes of the Parish Council Meeting Held on 23rd February 2012**

It was proposed by Cllr. Fincher, seconded by Cllr. Sparling **and all were in agreement** that the minutes of the 23rd February be approved.

- 6. 2012/71 Reports**

a) Cllr. R.C. Adams (District & County Councillor)

The Clerk reported that Cllr. Adams has advised that the SMH planning application W/12/00124 (see details below) has been approved by the Wychavon Planning Committee to include the condition requested by the Parish Council regarding operating hours.

b) Planning

(i) The Clerk summarised the current applications:

Approvals

**Woodhall, Pershore Road,
High Park. Ref: W/11/02772**

Lawful dwelling certificate for occupation of Woodhall as a single dwelling without complying with condition 3 of planning permission 75/603 specifying use as staff accommodation ancillary to Woodhall. No comment made due to lack of specific knowledge.

**Land off Crookbarrow Road,
Norton. Ref: W/12/00010**

Erection of temporary sales complex consisting of portable cabin, car parking & hoarding. Parish supports with conditions.

**Land off Crookbarrow Road,
Norton. Ref: W/12/00011**

Erection of signage, hoarding and flags around a temporary sales area complex on residential development site. Parish supports with conditions.

**Land off Crookbarrow Road,
Norton. Ref: W/12/00055**

2 no. hoarding signs (main development sign/visitor parking location sign) and 8 no. flags and 6m high flagpoles (retrospective). Parish supports with conditions.

**Land off Crookbarrow Road,
Norton. Ref: W/12/00060**

Install a temporary vehicular and pedestrian access from Crookbarrow Road and site a temporary sales unit with 6 no. parking spaces (retrospective). Parish supports with conditions.

**Old Brickworks, Church Lane,
Norton. Ref: W/12/00124**

Extension of Time application for planning permission W/08/2815 for proposed workshop. Parish supports with addition of a condition to clarify operating hours. Approval by Wychavon Planning Committee (including requested condition).

Refusals - None

Awaiting Decision - None

Internal Consultation

**Three Bob Yard, Woodbury Lane
Norton. Ref: W/12/00343**

Erection of woodwork and joinery workshop including yard and works to improve site entrance.

**Land off Crookbarrow Road,
Norton. Ref: W/12/00487**

Application to vary condition no 2 of planning approval ref W/11/01290/RM to allow erection of a 1800mm high close boarded fence to the northern boundary of the site in order to enhance security of the site.

**Joystans, Wadborough Rd,
Littleworth. Ref: W/12/00469**

Demolition of existing garage and store building and erection of linked garage and conversion of existing car port to living space.

**Woodside, Hatfield Lane
Ref: W/12/00539**

Amendment to approval W/11/00181 raising of eaves, alterations to porches, solar panels and enlarged garage to plot 1.

Other - None

(ii) The addition of the requested condition to application W/12/00124 above should provide clarity and consistency across the SMH site regarding operation hours.

(iii) No progress to date due to time constraints and other Parish Council work. Cllr. Turvey will progress the Crucible Business Park Liaison Group with Cllr. Bennett.

c) Allotments

Cllr. Mrs McGovern advised that a letter has been sent to tenants requesting that plots are fully worked by 31st March. This will be monitored and followed up as necessary explaining that if plots are not fully cultivated the Parish Council may consider ceasing the tenancy agreement and reallocating the plot to new tenants. A report has been received of dogs being allowed off leads on the allotments, causing damage to plots. The Clerk will write to the dog owner advising that dogs are not allowed on the allotments and should be kept on leads along the public footpath to the rear of the allotments. The new 'no dogs' sign for the main allotments gate is being ordered at a cost of c. £50 plus VAT. Also see agenda item 20.

d) Playing Fields

The Clerk advised that the last game of the season has been played although there may be requests for summer football bookings. The possibility of field bookings being undertaken by the Hall Booking Secretary will be considered at the next Trustees meeting in April, with specific details to be agreed with the Parish Council if the Trustees would like to proceed. Also see agenda item 17.

e) Public Rights of Way

The Clerk reported on maintenance of NJ543 (old FP20) which is the only access to one residential property. It was agreed to instruct New Farm Grounds Maintenance to clear the culvert at a cost of £55 plus VAT. The Clerk will also arrange litter picking of this footpath. Also see agenda item 16.

f) Finance

(i) The current account balance was £4,279.13 on 14th March with the deposit account balance at £54,545.10 on 2nd March plus Treasury Stock maturity proceeds of c. £14,500.

(ii) The Clerk referred to the monthly accounts to the end of February (circulated with the agenda). Reserve levels were noted and are due for discussion under agenda item 31c.

g) West Mercia Police

There was no report. Cllr. Fincher advised that there have been thefts from vehicles at Norton and it was also noted that there have been thefts from the allotments. The Clerk will contact PC Woods for an update on crimes within the Parish.

h) Parish Plan

No further progress due to time constraints. Cllr. Sparling has been in contact with Mr. Morgan and has updated him on the current position.

i) EnviroSort

Nothing further to report.

7. 2012/72 Annual Risk Assessment and Review of Fixed Asset Register

In response to a question, the Clerk confirmed that depreciation is applied to fixed asset values. Approval of the Annual Risk Assessment and Fixed Asset Register, as circulated with the agenda, was proposed by Cllr. Fincher, seconded by Cllr. Lucas and agreed by all.

8. 2012/73 South Worcestershire Development Plan (SWDP)

Cllr. Fincher reported on a meeting held with Welbeck Land and members of the Parish Council. Concern and disappointment was expressed that some items detailed within the SWDP Preferred Options document did not appear to be included in the Welbeck plans e.g. no access to any new development from Norton Road, a significant gap separating Norton-juxta-Kempsey Parish and only community use development on land on the Norton-juxta-Kempsey side of the Norton Road. The SWDP response submitted by the Parish Council did also not appear to have been taken account of. The mandate from our Parishioners was discounted by Welbeck as not relevant as it does not form a planning constraint. This may change as part of the forthcoming new planning regulations. It is hoped that the Parish Council and developers can work together to provide a positive impact upon proposals. In response to the letter from Welbeck Land, it was agreed to request an extension for comments due to Easter holidays. The Clerk will liaise with Cllr. Fincher.

9. 2012/74 Flooding Issues

a) The Clerk reported on an update from Mr. Reeves. It is understood that Network Rail is due to commence ditch clearance work w/c 19th March which should take c. 3 weeks. The Clerk will contact the land owner to confirm that this work is in hand and to request a quote for the pipe work in the SSSI field and suggested timescales. Cost is anticipated at £3,000 and this was proposed by Cllr. Fincher, seconded by Cllr. Lucas and agreed by all. This will be funded from reserves. The Clerk will also liaise with Wychavon Officers. In the absence of Mr. Reeves it was suggested that Mr. Dyer may be able to assist with a site visit to observe the work being undertaken and confirm that the conditions of working in the SSSI site are adhered to. The Clerk will contact Mr. Dyer.

b) No further news from Worcs CC Highways regarding the proposed flood alleviation work in the vicinity of Wadborough Road and the Parish Hall. The Clerk will seek an update from Cllr. Adams as the Severn Trent work in the same vicinity is now progressing.

c) The Clerk advised that trial hole work in the field between Courtnellan and Coppice Cottage, Wadborough Road, Littleworth is planned for w/c 2nd April and confirmed that local residents have been informed. An update has been received from Dalcour Maclaren advising that a revised draft design for the pumping station has been requested from Severn Trent, noise from the pumping station will be minimal, Highways has been asked to comment upon access arrangements for the site and confirming that landscaping of the site will be undertaken.

10. 2012/75 Norton Pre-school Proposals

a) Cllr. Lucas will progress relocation of the youth shelter with Pre-school.

b) The car boot sale request was considered. Cars would not be allowed access to the field due to the possibility of damage to the surface and concern was expressed that if sellers set up in the car park, there would be reduced space for those visiting the sale to park. The Clerk will contact Pre-

school to suggest a 'table top' sale in the Parish Hall.

11. 2012/76 Land adjacent to St. Peters Garden Centre

The Clerk reported that following a request for an update regarding the roundabout and pedestrian crossing work, the developers have advised that Highways has not yet finally approved the scheme, but this is anticipated in early April. Work should then commence in April for a July completion. It was noted that the dog waste bin was removed during the earlier work in this vicinity and no re-installed; it is understood to have been broken. The Clerk will request that a new bin is provided and installed by the developers. The Clerk advised that Cllr. Turvey is progressing the cycle crossing across Crookbarrow Way.

12. 2012/77 Grass Verges along Crookbarrow Road

The Clerk advised that the developers have reported that Worcs CC has confirmed that there are areas of grass verge that it will not be adopting. The developers have suggested that the Parish Council takes over these areas if in agreement and have suggested a meeting to discuss. The Clerk has requested confirmation that the developers currently own these areas of land and sought clarification as to whether the Parish Council would be requested to take ownership of these areas, or just the maintenance responsibilities and also whether funds would be provided to cover future maintenance costs. A response is awaited.

In the meantime, the verges will soon be in need of mowing and the developers appear reluctant to agree to reimburse the Parish Council for further maintenance costs at this stage. It was proposed by Cllr. Fincher, seconded by Cllr. Lucas and agreed by all for the Clerk to arrange mowing via Shear Perfection Ltd as necessary up to a cost of £400 plus VAT. The Clerk will chase Persimmon Homes again for their outstanding contribution towards the 2011 cutting costs (£951.50).

13. 2012/78 PAYE Registration of the Parish Council

a) It was proposed by Cllr. Fincher, seconded by Cllr. Sparling and agreed by all to pay the Clerk's expenses via the payroll run by Wychavon for 2012/13. This will allow any tax due to be deducted automatically e.g. on mileage paid.

b) The Clerk advised that a letter has been sent to the existing handymen and P46s obtained. A handyman contract has been drafted and has been sent to Cllr. Turvey for an initial review along with NALC and SLCC (Society of Local Council Clerks) guidance notes relating to Grievance and Disciplinary Policies. The Clerk suggested that a working group is set up to review this documentation and make recommendations to the Parish Council. It was also suggested that a Staffing Committee is set up in case of need, as referred to in the Grievance and Disciplinary Policy guidance notes. It was agreed to review further at the next Parish Council meeting.

14. 2012/79 Parish Clerk Contract

The Clerk reported that Cllr. Turvey has advised that this has been reviewed and it is hoped to complete after Easter.

15. 2012/80 Lengthsman Scheme

The Clerk advised that the allowance for 2012/13 has increased by c. £100 to £2,110. Membership of the Worcs CC scheme for 2012/13 was proposed by Cllr. Lucas, seconded by Cllr. Fincher and agreed by all. The Clerk will arrange.

16. 2012/81 P3 Application for 2012/13

The Clerk advised that maximum grant under the P3 Scheme for 2012/13 is £500 and this has been applied for due to the deadline of 30th March. This was agreed. The Clerk explained that annual maintenance costs for NJ543 (FP20) are £666.50, with other public rights of way being maintained at a cost of £350 per cut. It may be necessary to undertake two cuts of the other public rights of way depending on the weather. Public rights of way maintenance expenditure of £1,000 in excess of the P3 grant was proposed by Cllr. Fincher, seconded by Cllr. Lucas and agreed by all.

17. 2012/82 Parish Hall Recreation Facilities

- a) A meeting will be arranged with Wychavon to discuss ideas for the S. 106 funded multi-play area following receipt of the quote and suggested ideas from Sovereign Play.
- b) The Clerk reported on the suggestions and quote from Sovereign Play along with feedback from Cllr. Richmond and Mr. Reeves. It was agreed to seek further quotes and ideas. The Clerk advised that 3 residents have currently offered help with a project to redevelop the play area and a suggestion of a skate park has been received. Cllr. Sparling also provided written feedback from a user of the play area. The Clerk will contact the volunteers to arrange a meeting, as a working group, to consider ideas, funding opportunities and an action plan for the play area and to report back to the Parish Council. Cllr. Fincher and Cllr. Sparling offered assistance.
- c) The Clerk will contact Norton Toddlers to explain the play area redevelopment situation and to request an extension in the deadline to utilise the £600 funds donated to the Parish Council.

18. 2012/83 Parish Hall Security

Cllr. Lucas advised that this has been delayed until the 2012/13 financial year and will be discussed further at the next Trustees meeting in April. Review at the next Parish Council meeting.

19. 2012/84 Parish Hall

- a) Cllr. Lucas provided an update regarding the Lease and Trust Deed and the link to the Charity which was put in place 11 months later. The Parish Council is the freeholder of the Parish Hall and lessor, with the Hall Trustees the lessees. The Trustees named in the Lease and Trust Deed are different individuals to the initial Charity Trustees. There appears no succession arrangement regarding future Hall Trustees (to follow on from those named in the Lease and Trust Deed). It is understood that the leasehold interest in the Parish Hall is lodged with the Charity Commission in the name of the Charity. Suggested ways forward include re-establishment of the Hall Trustees in line with the Lease and Trust Deed agreement or ceasing the existing agreement to be replaced with a new one. Cllr. Lucas will provide specific details to the Clerk who will draft a letter to NALC (for approval by Cllr. Lucas and Cllr. Fincher) to establish the best way to progress, either replacing the existing Hall Trustees or streamlining the agreement.
- b) The New Homes Bonus funds and provision of financial support from the Parish Council, of up to £5,000, to fund the top 3 major/urgent items being 2 new boilers, roof maintenance (to repair a leak) and heating in the Lawrence Beard Room were discussed. It was clarified that the £1,228 New Homes Bonus funds is not in addition to the up to £5,000 from the Parish Council. The Parish Council is applying for the existing New Homes Bonus funds which will assist in funding the up to £5,000 financial support. Cllr. Lucas is obtaining quotes for the work outlined and will provide copies to the Clerk to accompany the New Homes Bonus funds application. Cllr. Lucas confirmed that the 10 year rolling maintenance plan is being progressed.
- c) It was agreed to defer a decision regarding an insurance valuation of the Parish Hall until the April Parish Council meeting as the majority of the meeting attendees were also Charity Trustees.

20. 2012/85 Allotments

The request for a restriction to when bonfires can be lit at the allotments was considered but it was agreed that this would be difficult to monitor and police. The Clerk will write to all tenants asking again for consideration to be given to other tenants, local residents and the wind direction before lighting bonfires.

21. 2012/86 High Park Notice Board/No Parking Signs

The Clerk provided an update. Highways has advised that: the residents' 'No Parking' signs cannot be installed on Highways land even with the support of the Parish Council, the signs would be satisfactory on residents' own land, Highways can provide a sign for display in the Parish Council notice board. In response to the suggestion for the residents' sign to be attached to the posts of the Parish Council notice board, Highways has advised that the signs would need to be different and a specific request would need to be made to Highways for consideration, to include proposed wording, size, style, position etc.

The notice board quotes were considered. Acceptance of the quote of £425 from Mr Narburgh was proposed by Cllr. Fincher, seconded by Cllr. Lucas and agreed by all with the inclusion of polycarbonate rather than laminated glass. The Clerk will progress and will update the resident.

22. 2012/87 Bus Services Review

The Clerk reported on correspondence from Pershore Town Council and the feedback provided requesting consideration be given to including Littleworth within the proposed Sunday and Bank Holiday route. It was agreed for the Clerk to respond that the Parish Council would like to be part of the scheme but would it be possible to include Littleworth in line with our earlier request.

23. 2012/88 Traffic Calming Measures in Littleworth and Norton

The Clerk will establish whether a Police speed survey has been undertaken. If not, it was agreed that this should be deferred until the autumn when the Sunday morning football re-commences.

24. 2012/89 Wadborough Road, Littleworth

The complaint regarding the state of a section of footpath along Wadborough Road was considered along with guidance received from Highways. It was agreed for the Clerk to write to the land owner to request that the footpath is left in a passable state for pedestrians and that tractors are not driven along the footpath. The Clerk will also update the resident and advise that in respect of the sign installed within the field, this has been discussed by the Parish Council and it is understood that the sign has now been amended and that the Police are involved.

25. 2012/90 Churchyard Mowing

The Clerk advised the PCC has been contacted for a response to the Parish Council letter.

26. 2012/91 Community Games (8th July)/Parish Fun Run (15th July)

The Clerk provided an update following the Community Games meeting attended by Cllr. Turvey. It was confirmed that the Parish Council would like to provide the trophy for the interschool athletics competition and the Clerk will clarify the number of trophies required. The organisers have offered to obtain a quote for the medals to be given out to participants of the interschool athletics competition and the Clerk will request that these include reference to NJK Parish Council. It was agreed that once the cost of the medals and trophy requirements are known, consideration can be given to further funding. The Clerk will also enquire regarding the level of surplus funds from the 2011 Community Games event. The Clerk advised that funding provided for this community event would fall within S.137 of the Local Government Act requirements and is capped at £6.44 per elector for 2012/13. It was noted that funding of this event may prompt similar requests for financial support from other groups/events within the Parish. £500 events support expenditure is included within the 2012/13 budget; any additional expenditure may need to be funded from reserves. The Clerk has forwarded proposed times for the Fun Run and Hall requirements to the Hall Booking Secretary.

27. 2012/92 The Queen's Diamond Jubilee Celebrations

a) Suggestions and costs for commemorative items were discussed along with examples of coins issued to children in the Parish for previous royal occasions. It was agreed that coins were the preferred choice. The Clerk will investigate costs from the Royal/London Mint and circulate these to Councillors for consideration. The Clerk advised that this would also fall within S.137 requirements and may need to be funded from reserves.

b) It was agreed that organisers of street parties within the Parish should write to the Parish Council if they would like to seek funding towards their event. The Clerk advised that this would again fall within S.137 requirements.

28. 2012/93 Treasury Stock Investment

The Clerk provided an update on interest rates for term deposits with Lloyds TSB and Royal Bank of Scotland which are in line with the rates that Harris Allday investment advisors recommended that the Parish Council should seek. It was agreed to consider term deposit investments once

reserve levels and future project funding requirements have been more fully considered.

29. 2012/94 Bird Scarers

The NFU guidance and regulations regarding use of bird scarers was considered. It was agreed for the Clerk to write to the user of the bird scarers to ask if the noise and frequency of the scarers could be reduced as reports have been received of horses in nearby fields and those using the bridleway/nearby lanes being frightened.

30. 2012/95 Newsletter

The Clerk advised that Duplikate would charge £60 to insert a flier into 1,000 newsletters. It was agreed that the Parish Council does not wish to promote circulation of loose fliers with the newsletter, preferring adverts placed within the newsletter.

31. 2012/96 Finance

a) It was proposed by Cllr. Sparling, seconded by Cllr. Fincher **and all were in agreement** that the accounts detailed below be approved for payment/confirmation.

Accounts for Confirmation:

Creditor	Detail	Amount £
P. Skeys	Lengthsman duties February	157.50
R. Pullen	Play area inspections February and strimmer part	14.66
Norton Parish Hall	Transfer of funds paid by Pre-school to NJK Parish Council in error (should be paid to Norton Parish Hall)	148.00
Norton Parish Hall	Reimbursement of changing room fees collected (October 2011 to March 2012 incl. - 6 games)	90.00
Duplikate	Spring newsletter (£425.95) and SWDP fliers (£98)	523.95
M. McGovern	Handyman work (notice boards and bench maintenance)	69.55
Hopmarket Trophies	Engraved vase for Mrs Beard 100 th birthday gift (Chairman's Allowance)	55.30
	TOTAL	1,058.96

Accounts for Payment:

Creditor	Detail	Amount £
Roots & Shoots Garden Services	Supply of plants and planting of Parish Hall patio tubs	100.00
Mrs J. Greenway	Honorarium March 2012 (pay slip from Wychavon DC)	601.45
Mrs J. Greenway	Expenses (March)	109.70
HMRC	Employer's quarterly NI Contribution due (may be subject to a tax year end adjustment – Wychavon to advise)	5.16
Floral Roundabout	Bouquet of flowers for Mrs Beard 100 th birthday gift (Chairman's Allowance)	30.00
P. Skeys	Lengthsman duties March 2012	157.50
	TOTAL	1,003.81
	GRAND TOTAL	2,062.77

It was agreed to consider future planting of the Parish Hall tubs at the next Parish Council meeting.

b) A donation of £25 to support the West Mercia Police Wychavon 'Bobby' magazine which is issued to children within the Parish was proposed by Cllr. Fincher, seconded by Cllr. Lucas and agreed by all. The Clerk advised that this will be S.137 expenditure.

c) It was agreed to discuss reserve levels at the April Parish Council meeting in view of the number of apologies received for the March meeting.

32. 2012/97 Annual Parish Meeting (10th May)

After discussion it was suggested that the format of the meeting could include an introduction/welcome from the Parish Council Chairman, a SWDP report, a Parish Hall report and '5 minute'

slots for groups within the Parish that would like to attend. A booklet of reports will be collated for circulation to attendees in place of the verbal reports presented previously. Cllr. Sparling will approach Hall users to ask if they would like to attend to display a stand regarding their group. The Lawrence Beard Room will be used for the main part of the meeting, with the Committee Room used for a slide display using a computer and screen. The invitation and recipients were agreed; the Clerk will progress. Refreshments will be provided and the Clerk will contact Mrs Cooper to enquire whether she would be available to assist.

33. 2012/98 Centenary Celebrations

The Clerk advised that gifts of an engraved vase and bouquet of flowers have been arranged which will be funded from the Chairman's Allowance. Cllr. Mrs McGovern will accompany Cllr. Adams to visit Mrs Beard to present the gifts on 30th March.

34. 2012/99 Correspondence for Information

See Appendix 1 for a list of correspondence received. The Clerk advised that Worcs CC has confirmed that the standard padlock keys for the emergency access gate in Cambrai Drive are held by all emergency services. An update has been received regarding the odour problem at Stoulton, with further action on hold until after the court case on 19th April.

35. 2012/100 Clerk's Report on Urgent Decisions since the Last Meeting

Items as discussed within the agenda. After discussion it was agreed for the Clerk to arrange weed spraying of the patio at the Parish Hall at a cost c. £30.

36. 2012/101 Items for Update to Local M.P.

Nothing at this time. An informal verbal update has been provided regarding the SWDP and contact with Welbeck Land.

37. 2012/102 Councillors' Reports and Items for Future Agenda

Cllr. Lucas advised that a meeting has been held with Worcs CC regarding the Parkway Station. The franchise is due for review and Worcs CC has the opportunity to suggest the need for a Parkway Station and to request inclusion in the future franchise. A local land owner is believed to be at an early stage of proposing land for a Parkway Station.

The following items were noted for the April agenda:

- The poor condition of the Crookbarrow Road notice board with consideration to seeking a replacement from the developers.
- The need for remedial work to the island by the Barracks and responsibility for this.
- The Worcestershire Agreement: To consider joining the agreement. The Clerk will circulate papers for review prior to the meeting.
- Email disclaimer: To consider including a disclaimer to future emails and to agree wording. The Clerk will circulate papers for review prior to the meeting.
- Worcs CC consultation on the approach to localism: To consider and agree the Parish Council response. The Clerk will circulate papers for review prior to the meeting.

38. 2012/103 Date of Next Meeting: Thursday 26th April 2012

The meeting closed at 11.15pm.

Correspondence Received for 29th March 2012 Parish Council Meeting	
Sender	Subject
CALC	Updates on various matters and training (forwarded to Parish Councillors for information). Wychavon Area Meeting papers. Localism Act update, including likely changes to the Standards Regime and the Code of Conduct.
Clement Keys	2011/12 financial year end, accounts and Annual Return completion/submission
Clerks/Councils Direct	March 2012 magazine
Community First	2012 Budget summary, Think Local in Worcestershire (Worcs CC Consultation)
CPRE	Campaigns updates (forwarded to Parish Councillors for information)
Dalcour Maclaren	Update re Severn Trent Water scheme Littleworth
EFG Harris Allday	Maturing Treasury Stock investment
Furniture at Work	Product brochure
Mr Goode	Community engagement ideas – Village Hall as a cinema and subsidised theatre/arts. Norton Community Games, Fun Run and Jubilee Party on the Pitch
Mr Morgan	Play area ideas
Mr Tustin	Allotment cultivation
Mrs Collins	High Park Parish Council notice board and parking issues
Ms J. Manuschka	Bonfires on the allotments, dogs on the allotments and ‘stink at Stoulton’ update
NALC	Local Council Review magazine Spring 2012
NJK CE First School	Acknowledgement/thanks for funding towards the swimming lesson transport costs
Pershore High School	Newsletter
Pershore Town Council	Sunday and Bank Holiday Community Bus Service
Rural Services Network	Rural News Digests (forwarded to Parish Councillors for information)
SLCC	Branch meeting 14 th March – Parish Online web based mapping system. Training courses.
Sovereign Play	Parish Hall play area refurbishment and multi-use facility
TDH Group	Jubilee and Olympic torch resources
Welbeck Strategic Land	SWDP and linked development (forwarded to Parish Councillors for information)
West Mercia Police	Donation re ‘The Bobby Club’ which gives advice to children regarding road/general safety.
Worcester City	Local Development Framework – adoption of Accessibility SPD
Worcester Jazz	March events (forwarded to Parish Councillors for information)
Worcs Assoc’n Carers	Caring News Spring 2012
Worcs CC	Temporary traffic regulation notices to be emailed to Parish Council in future
Worcs CC	Think Local in Worcestershire – Consultation on Worcs CC approach to Localism
Worcs CC	Whittington Roundabout works (forwarded to Parish Councillors for information)
Worcs CC Highways	Confirmation that the emergency services have keys to the padlock on the Cambrai Drive gate. Tractors being driven along footpaths/pavements.
Wychavon DC	Approval Notices re Planning Applications: <ul style="list-style-type: none"> - W/12/00010 – Erection of temporary sales complex consisting of portable cabin, car parking and hoarding (Taylor Wimpey) - W/12/00011 – Erection of signage, hoarding and flags around a temporary sales area complex on residential development site (Taylor Wimpey) - W/11/02772 – Woodhall, Pershore Road: Lawful development certificate for occupation of Woodhall as a single dwelling without complying with condition 3 of planning permission 75/603 specifying use as staff accommodation ancillary to Woodhall. - W/12/00055: 2 no. hoarding signs (main development sign/visitor parking location sign) and 8 no. flags and 6m high flagpoles (retrospective). Persimmon Homes Ltd - W/12/00060: Install a temporary vehicular and pedestrian access from Crookbarrow Road and site a temporary sales unit with 6 no. parking spaces (retrospective). Persimmon Homes Ltd
Wychavon DC	Invitation to the Chairman’s Diamond Jubilee Charity Ball
Wychavon DC	Notification planning application W/12/00124 (SMH Fleet Holdings) will go to the Wychavon Planning Committee on 29 th March. Officer recommendation - approval
Wychavon DC	Standards Committee agenda for meeting 19 th March
Wychavon Sport	Invitation to join Wychavon Parish Games