

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 **9th April 2020**.

In view of the Covid-19 pandemic and Government instructions, this meeting will be held remotely via video/telephone conference call.

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.

If you would like to take part in the public question time session, or observe the Parish Council meeting, please contact the Parish Clerk (email: NJKparishclerk@aol.com) for details of how to achieve this.

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: Councillors are reminded of the need to update their register of interests and to return their Register of Interests Form to the Monitoring Officer within 28 days of taking office.
 - 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. Covid-19 Parish Council Meeting and Operational Arrangements (Chairman)** **7.50pm**
 - a. To agree virtual meeting arrangements
 - b. To agree postponement of Annual Parish Meeting on 6 May 2020
 - c. To consider postponement of 30 April Parish Council Meeting and 21 May Annual Parish Council Meeting
 - d. To consider revised 'emergency' scheme of delegation
 - e. To consider revised Financial Regulations and use of online banking
 - f. To consider sick/self isolation pay and other arrangements for Council employees
 - g. To consider payment of salaries by standing order
 - h. To consider payment schedule for field rents
 - i. To receive update regarding financial year end process and procedures
 - j. To consider deferment of planned budgetary expenditure as appropriate
 - k. To consider newsletter production and schedule
- 5. Covid-19 Community Response (Chairman)** **8.20pm**

To consider community response/support
- 6. Parish Hall (Cllr. Fincher – Parish Council Chairman & Chair of the Hall Trustees)** **8.40pm**

To consider Parish Council representative report.
- 7. Parish Hall Recreation Facilities and Outside Space (Clerk)** **8.45pm**

To note that play area, MUGA and tennis court are closed. Playing field open for exercise but this must be carried out in line with Government Covid-19 related instructions. To consider accident reported in play area.
- 8. Norton Pre-school (Chairman)** **8.50pm**

To consider rent payment holiday and reimbursement of lease legal costs over a phased period to provide support during the Covid-19 pandemic.
- 9. Allotments (Cllr. Kelly)** **8.55pm**

To consider Covid-19 impact on tenants.

- | | |
|---|----------------|
| 10. Minutes (Chairman) | 9.00pm |
| To consider adoption of minutes of Parish Council meetings held on 27 February 2020 | |
| 11. Progress reports for information | 9.05pm |
| 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 February 2020 | |
| 12. Annual Risk Assessment and Review of Fixed Asset Register (Clerk) | 9.15pm |
| To review and approve annual Risk Assessment and Fixed Asset Register. | |
| 13. Planning (Cllr. Richmond/Chairman) | 9.20pm |
| To consider report on current applications and other planning matters. | |
| 14. New Homes Bonus (NHB)/Community Legacy Grant (CLG) (Cllr Waizeneker/Cllr Dawson) | |
| To consider outcome of funding applications and progression of projects. | |
| 15. Open Space/Verge, Highways and Drainage Matters (Clerk) | 9.35pm |
| a. To note that Lengthsman work suspended by WCC in response to Covid-19 pandemic. | |
| b. To consider membership of the 2020/21 Lengthsman Scheme | |
| 16. Neighbourhood Plan (Neighbourhood Plan Steering Group) | 9.40pm |
| To consider update from working group. | |
| 17. Employment Matters (Chairman/Clerk) | 9.45pm |
| To consider any updates/actions. | |
| 18. Norton Charities (Clerk) | 9.50pm |
| To consider reappointment of the existing Parish Council appointed Trustees. | |
| 19. Finance (Chairman) | 9.55pm |
| a. To consider payments to be made/confirmed. | |
| b. To consider annual Worcestershire CALC membership subscription | |
| 20. Correspondence for Information (Chairman/Clerk) | 10.00pm |
| Items of correspondence will be available for inspection at the meeting. | |
| 21. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting (Clerk) | |
| 22. Items for update to local M.P. (Chairman) | |
| To consider any items for communication. | |
| 23. 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. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u> | |
| 24. Date of next Parish Council meeting | |
| Currently scheduled for 30 April, but this is subject to change due to the Covid-19 pandemic. | |

Signed

Jane Greenway

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council

3rd April 2020

PLANNING APPLICATIONS – MARCH/APRIL 2020

Approvals

Newlands Lodge, Church Lane Norton. Ref: 19/02663/HP Single storey front, side and rear extension with internal alterations. Parish supports subject to comments.

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 with s106 agreement outstanding.

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

Land North of Taylors Lane and South of Broomhall Way (A4440) MHDC/19/01803/RM Application for the approval of Reserved Matters (appearance, landscaping, layout and scale) pursuant to planning permission ref. 13/01617/OUT for Phase H1 of the proposed residential development comprising 36 dwellings, public open space (including LEAP), allotments, landscaping and associated infrastructure. Parish Council objection response submitted.
Amended plans and layout, amended house types – as well as additional technical information and supporting documents. Parish Council objection response submitted.

Land at (OS 8615 5190), Taylors Lane, Broomhall MHDC/19/01851/RM Reserved Matters application (Appearance, Landscaping, Layout and Scale) of Outline permission ref 13/01617/OUT for Phase E1 of the proposed employment development comprising two employment units (Use Class B1 (b and c), B2 and/or B8), parking and landscaping and associated infrastructure. Parish Council objection response submitted.

39 Mandalay Drive, Norton W/20/00400/HP Insertion of first floor window to side elevation of dwelling. Parish commented requesting neighbour's views are fully considered.

Internal Consultation - None

Other

Land at (OS 8615 5190), Taylors Lane, Broomhall MHDC Ref: 19/00524/FUL Erection of two employment units (Class B1 (b and c), B2 and/or B8) together with access, parking, landscaping and associated works. Parish Council comments submitted.
Application withdrawn.

Planning Appeal Ref: APP/H1840/W/19/3243384 (re W/19/01546/FUL)

Merryfield House, Woodbury Park, Norton Proposed construction of detached single storey dwelling, access and garaging