

## 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 **21<sup>st</sup> January 2021**. 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, the meeting details are as follows:

<http://www.zoom.us/> Meeting ID: 865 6839 7009, Passcode: 422970

### Agenda

#### **1. Apologies: To receive apologies and to approve the reason for absence**

#### **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.

To consider the following dispensation requests:

i. To consider granting a dispensation to Cllr Fincher to enable participation in any discussion or vote on any matter concerning Worcester Norton Sports Club and potential development of this site (up to the next ordinary election (2023)).

ii. To consider granting a dispensation to Cllr Pollard to enable participation in any discussion on any matter concerning Worcester Norton Sports Club and potential development of this site (up to the next ordinary election (2023)).

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)**

**7.55pm**

a. To consider adoption of the minutes of the Parish Council Meetings held on 26 November, 10 December and 17 December 2020.

b. Review of minute action summary.

#### **5. Progress reports (for information, reporting by exception)**

**8.10pm**

a. District and County Councillor Report (Cllr. Adams)

b. Finance (Responsible Finance Officer)

i. Balances

ii. Monthly accounts/bank reconciliation to 31 December 2020

iii. Quarterly internal financial review update

c. GDPR (Clerk)

d. Social Media/Website Communications (Cllr Pollard)

e. West Mercia Police/PACT/Anti-social Behaviour (Police/Clerk)

f. St. James the Great Church, Norton (Rev. Badger)

#### **6. 2021/22 Budget and Precept (Responsible Finance Officer/Cllr Fincher)**

**8.20pm**

a. To consider the draft budget and agree precept request for 2021/22

b. To consider matters relating to mowing of small verges at Brockhill

c. To consider Reserves Policy

#### **7. Appointment of Internal Auditor (Clerk)**

**8.35pm**

To consider Internal Auditor appointment for year ending 31<sup>st</sup> March 2021.

#### **8. Annual Insurance Renewal (Clerk)**

**8.40pm**

To consider adequacy of cover and renewal of policy

- |   |                |
|---|----------------|
| <b>9. Apiary Project (Mr Perks)</b><br>To consider update.  | <b>8.50pm</b>  |
| <b>10. Covid-19 Community Response (Chairman)</b><br>To consider community response/support.  | <b>9.00pm</b>  |
| <b>11. Planning (Cllr. Richmond/Chairman)</b><br>To consider report on current applications and other planning matters.   | <b>9.10pm</b>  |
| <b>12. Worcester Norton Sports Club (WNSC)</b><br>To consider update regarding Club development proposals.  | <b>9.20pm</b>  |
| <b>13. Parish Hall (Cllr. Fincher – Parish Council Chairman &amp; Chair of the Hall Trustees)</b><br>To consider Parish Council representative report.  | <b>9.30pm</b>  |
| <b>14. Parish Hall Recreation Facilities and Outside Space (Clerk)</b><br>To consider update including Covid-19 guidance and risk assessments.  | <b>9.40pm</b>  |
| <b>15. Norton Parish Hall Community Legacy Grant Project (Working Group)</b><br>To consider update/recommendations from the working group.  | <b>9.50pm</b>  |
| <b>16. Norton Connector Community Legacy Grant Project (Cllr Waizeneker/Cllr Pollard)</b><br>To consider update and future funding opportunities.   | <b>10.00pm</b> |
| <b>17. New Homes Bonus (NHB) (Cllr Fincher/Cllr Richmond)</b><br>To consider update on suggestions for projects for NHB funding.  | <b>10.10pm</b> |
| <b>18. Worcester Parkway Station/Active Travel Corridor (Cllr Fincher)</b><br>To consider update, including traffic calming, and actions.   | <b>10.15pm</b> |
| <b>19. Open Space/Verge, Highways and Drainage Matters (Clerk/Cllr Arrow)</b><br>To consider update/actions.  | <b>10.20pm</b> |
| <b>20. Neighbourhood Plan (Neighbourhood Plan Steering Group)</b><br>To consider update from working group.   | <b>10.25pm</b> |
| <b>21. Norton Pre-school (Chairman/Clerk)</b><br>To consider update.  | <b>10.30pm</b> |
| <b>22. Parish Council Owned Lands (Chairman/Cllr Lucas/Clerk)</b><br>To consider update including field tenancy agreements.   | <b>10.35pm</b> |
| <b>23. Allotments</b><br>To consider update and allocation of area of responsibility.   | <b>10.40pm</b> |
| <b>24. Public Rights of Way (PRoW) (Chairman)</b><br>To consider update/actions.  | <b>10.45pm</b> |
| <b>25. Employment Matters (Chairman/Clerk)</b><br>To consider any update/employment matters.  | <b>10.50pm</b> |
| <b>26. Parish Council Newsletter (Clerk)</b><br>Items for the spring edition of the newsletter are required by 10 February.   | <b>10.55pm</b> |
| <b>27. Superfast Broadband Project – Woodbury Lane (Cllr Waizeneker)</b><br>To consider update.   | <b>11.00pm</b> |
| <b>28. Finance (Chairman)</b>   | <b>11.05pm</b> |
| a. To consider payments to be made/confirmed.   |                |
| b. To consider renewal of Society of Local Council Clerks membership  |                |
| <b>29. Correspondence for Information (Chairman/Clerk)</b><br>Items of correspondence will be available for inspection at the meeting.  | <b>11.10pm</b> |
| <b>30. Clerk's report - Urgent Decisions &amp; Expenditure Delegation since last meeting (Clerk)</b>  |                |
| <b>31. Items for update to local M.P. (Chairman)</b><br>To consider any items for communication.  |                |
| <b>32. Councillors' reports and items for future agenda (Chairman)</b><br>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>33. Date of next meeting</b><br>25 <sup>th</sup> February.   |                |

Signed

*Jane Greenway*

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council  
15<sup>th</sup> January 2021

## PLANNING APPLICATIONS – January 2021

	<u>Location and Application Number</u>	<u>Description of Proposal</u>
<b><u>Approvals:</u></b>	20 Peninsula Road, Norton W/20/02451/HP	Proposed single storey side and rear extension including demolition of existing conservatory
	The Skillings, Church Lane, Norton W/20/02235/CU	Change of use of land to residential, rebuild ex semi-derelict cattle shed to form family room with gym and storage. Parish supports subject to neighbour's views.
	Flat 11, Charlemont, Crookbarrow Road, W/20/01635/LB	Removal of two partition walls to create open plan kitchen/dining area. Parish Council supports
	1 Corunna Close, Norton W/20/01859/HP	Single storey rear extension and detached garage. Parish Council supports subject to neighbour's views.
<b><u>Refusals:</u></b>	Norton Hall Nursing Home W/20/02156/ADV	Directional Signage at the Junction of Woodbury Lane and Pershore Road. Parish supports.
<b><u>Awaiting Decision:</u></b>	Land to the south of the City of Worcester, Bath Road. MHDC/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 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.
	Land at Woodbury Lane, Norton W/20/01138/FUL and amendments	Erection of building comprising 4,361m2 of Class B1 office accommodation together with ancillary vehicle parking, landscaping and drainage. Parish Council objection response submitted. Additional information: Landscape and Visual Assessment Addendum (adding photomontages of proposed development). Parish Council objection response submitted.
	Cooksholme Farm, 3 Wadborough Road, Littleworth W/20/01897/FUL	Conversion of 3 agricultural buildings to residential dwellings, change of use of agricultural land to residential use, partial demolition of agricultural buildings as approved under planning permission 17/00972/FUL - variation of condition 2. Parish Council objection response submitted.
	Ketch Field, Broomhall Way. Worcester City Council 20/007775/FUL	Development of 91 new dwellings and improvement of existing access, including green infrastructure and associated works. Parish Council supports subject to traffic concerns.
	Land At (Os 8598 5177), Norton Road, Broomhall MHDC 20/01593/RM	Application for the Approval of Reserved matters (Appearance, Landscaping, Layout and Scale) of outline permission ref. 13/01617/OUT for Phase E2 of the proposed employment development comprising three employment units, parking, landscaping and associated infrastructure
	Wits End Stables, Broomhall, Norton W/20/02589/S106	Application under Section 106a of the Town & Country Planning Act to discharge a section 106 Agreement dated 8.2.1999 in relation to planning permission W/97/0900. Parish supports.
	Wits End Stables, Broomhall, Norton W/20/02594/FUL	Erection of a dwelling house to replace mobile home as approved under planning reference W/97/0900 - removal of condition 7. Parish supports.
	Wits End Stables, Broomhall, Norton W/20/02595/CLE	Certificate of Lawfulness for the continued use of Wits End dwellinghouse without compliance with Condition 7., an occupancy condition imposed upon the Planning Permission Ref: W/97/0900. Parish supports.
	Cranmere, 36 Wadborough Road, Littleworth W/20/02626/HP	Proposed two storey rear and side extensions with single storey rear extension. Parish supports subject to neighbour's views.

	Unit 8, Crucible Business Park, Woodbury Lane W/20/02504/FUL	Proposed removal of existing north-light roof section, re-roof and recladding of premises including new door and window openings. Parish supports
	Flat 8, Albemarle, Crookbarrow Road W/20/02609/LB	Removal of 1990s plasterboard, plywood and studwall additions to reveal original features. Raising suspended ceiling height in Living Room. Parish supports
	Cooksholme Farm, 3 Wadborough Road, Littleworth W/20/02232/LB	Design amendments to Barns 1 - 3 relating to extant permission 17/01582/LB. Comments submitted.
<b><u>Internal Consultation:</u></b>	Worcester Norton Sports Club, Brockhill Lane, Norton W/20/02851/FUL	Proposed refurbishment of Clubhouse building (including the demolition of cricket changing facilities), and the construction of multi-function community hall and cricket pavilion including alterations to existing car park, drainage and landscaping
	Worcester Norton Sports Club, Brockhill Lane, Norton W/20/02852/LB	Proposed refurbishment of Clubhouse building (including the demolition of cricket changing facilities), and the construction of multi-function community hall and cricket pavilion including alterations to existing car park, drainage and landscaping
<b><u>Other:</u></b>	None	