

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 31st March 2022** 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.

This face to face Parish Council meeting will be held subject to Covid-safe measures. If you wish to attend in person, please contact Jane Greenway, Parish Clerk, email: [njparishclerk@aol.com](mailto:njkparishclerk@aol.com), Tel: 01905 763515 / 07955 756528 for details of how to attend in line with Covid-safe measures. As an alternative to attendance in person, please email any comments or questions for the Parish Council to the Parish Clerk in advance of the meeting.

Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Changes to membership**
To consider any changes to membership and to note display of WDC Casual Vacancy notice.
- 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. Minutes (Chairman)** **7.55pm**
 - a. To consider adoption of minutes of the Parish Council Meeting held on 17 February 2022
 - b. Review of minute action summary
- 5. Progress reports (for information, reporting by exception)** **8.10pm**
 - a. District Councillor Report (Cllr. Adams)
 - b. County Councillor Report (Cllr. Mrs Robinson)
 - c. Finance (Responsible Finance Officer)
 - i. Balances
 - ii. Monthly accounts/bank reconciliation to 28 February 2022
 - d. GDPR (Clerk)
 - e. Social Media/Website Communications (Cllr Pollard)
 - f. West Mercia Police/PACT/Anti-social Behaviour (Police/Cllr Job)
 - g. St. James the Great Church, Norton (Rev. Badger)
- 6. Apiary Project and Tranquillity Garden (Mr Perks)** **8.30pm**
To consider update, proposals, grant applications and actions.
- 7. Boundary Commission for England Parliamentary Boundary Review (Chairman)** **8.40pm**
To consider consultation and response.
- 8. Open Space/Verge, Highways and Drainage Matters (Chairman/Cllr Arrow/Clerk)** **8.45pm**
To consider update/actions including parking outside NJK CE Primary School/school crossing patrol officer, Active Travel Corridor and membership of the 2022/23 Lengthsman Scheme.
- 9. Public Rights of Way (PRoW) (Cllr Fincher)** **8.55pm**
To consider update including Littleworth to Stonehall Common bridleway proposals and membership of the 2022/23 P3 Scheme.
- 10. Parish Council Owned Lands (Cllr Lucas/Cllr Fincher)** **9.05pm**
To consider update and actions.
- 11. The Queen's Platinum Jubilee (Cllr Fincher/Cllr Dawson)** **9.15pm**
To consider activities to celebrate the Queen's Platinum Jubilee, including a Jubilee bench and Jubilee beacon, and funding opportunities.

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| 12. Adoption of Public Open Spaces at Norton (Cllr Fincher) | 9.20pm |
| To consider update. | |
| 13. Sentry Statue Installation and Landscaping Proposals (Cllr Fincher) | 9.25pm |
| To consider update. | |
| 14. Planning (Cllr Richmond/Cllr Fincher/Cllr Waizeneker) | 9.30pm |
| To consider report on current applications and other planning matters including SWDP/SWUE, SWDP Review/'Parkway' Development, Parish Briefing feedback and Joint PC SWDPR Group. | |
| 15. Annual Parish Meeting 9 May 2022 (Cllr Fincher) | 9.40pm |
| To consider format of meeting, invitees and general arrangements | |
| 16. Norton Parish Hall Community Legacy Grant Project (Working Group) | 9.45pm |
| To consider update/recommendations including shop proposals and award of contracts. | |
| 17. Norton Connector Community Legacy Grant Project (Cllr Waizeneker) | 9.55pm |
| To consider update/actions including revised Worcester Wheels charging proposals, a school run service and the nature of future service provision. | |
| 18. Parish Hall Recreation Facilities and Outside Space (Cllr Fincher) | 10.05pm |
| To consider update/actions including noticeboard replacement, maintenance of damaged trees, tree work quotes, slab laying quotes and ditch work following Hall drainage camera survey. | |
| 19. Parish Hall (Cllr Fincher – Parish Council Chairman & Chair of the Hall Trustees) | 10.15pm |
| To consider Parish Council representative report. | |
| 20. Worcester Norton Sports Club/Worcester Norton Community Interest Company | 10.20pm |
| To consider update from Parish Council WNCIC representative (Cllr Fincher). | |
| 21. Neighbourhood Plan (Cllr Lucas) | 10.25pm |
| 'Parish Aspirations' document next due for review April 2022. | |
| 22. Allotments (Cllr Richmond/Assistant Clerk) | 10.25pm |
| To consider update. | |
| 23. Employment Matters (Chairman/Clerk) | 10.30pm |
| To consider adoption of National Joint Council for Local Government national salary award 2021/22 (wef 1 April 2021) and receive pensions re-enrolment update. | |
| 24. Code of Conduct (Chairman/Clerk) | 10.35pm |
| To consider adoption of revised model Code of Conduct. | |
| 25. Annual Risk Assessment and Review of Fixed Asset Register (Clerk) | 10.40pm |
| To review and approve annual Risk Assessment and Fixed Asset Register. | |
| 26. Finance (Chairman/Responsible Finance Officer) | 10.45pm |
| a. To consider payments to be made/confirmed. | |
| b. To consider continued Zoom subscription at a cost of £14.39 per month. | |
| c. To consider annual Worcestershire CALC membership subscription. | |
| 27. Correspondence for Information (Chairman) | 10.50pm |
| Items of correspondence will be available for inspection at the meeting. | |
| 28. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting (Clerk) | |
| 29. Items for update to local M.P. (Chairman) | |
| To consider any items for communication. | |
| 30. 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> | |
| 31. Date of next Parish Council meeting | |
| 28 April 2022 | |

Signed

Jane Greenway

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council
24 March 2022

PLANNING APPLICATIONS – March 2022

	<u>Location and Application Number</u>	<u>Description of Proposal</u>
<u>Approvals:</u>	Old Brickworks, Church Lane, Norton W/21/02530/FUL Cazoo Properties Ltd	MOT facility containing two class 4,7 testing bays. Parish Council supports whilst emphasizing that operations on the site must continue to adhere with the existing planning permissions and conditions.
	Cooksholme Farm, 3 Wadborough Road, Littleworth W/21//02492/HP	Remove leylandi roadside hedge and replace with picket fence, retrospective. Parish Council objects (retrospective application).
	16 Peninsula Road, Norton W/21/02991/HP	Remove conservatory & erection of single storey extensions to front and rear and two storey side extension. Parish Council supports subject to views of neighbouring residents being considered.
<u>Refusals:</u>	None	
<u>Awaiting Decision:</u>	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.
	Ketch Field, Broomhall Way. Worcester City Council 20/00775/FUL	Development of 91 new dwellings and improvement of existing access, including green infrastructure and associated works. Parish Council supports subject to traffic concerns.
	Keepers Gable, 22 Vimiera Close, Norton W/21/00421/HP and W/21/00422/LB	Demolish wall and rebuild replacement wall. Parish Council supports
	Land At (Os 8598 5177), Norton Road, Broomhall MHDC/21/00539/RM	Reserved Matters (appearance, landscaping, layout, scale) pursuant to planning permission 13/01617/OUT for Phase H2a of the proposed development comprising 89 dwellings, parking, landscaping and associated infrastructure
	Land At (Os 8598 5177), Norton Road, Broomhall MHDC/21/00539/RM	Amended layout, landscaping proposals, parking, boundary details.
	Worcester Norton Sports Club, Brockhill Lane W/22/00256/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 - Variation of Conditions 3 & 4 of 20/02852/LB. Parish Council supports
	Worcester Norton Sports Club, Brockhill Lane W/22/00255/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. Variation of conditions 3 & 4 of approval 20/02815/FUL. Parish Council supports
	4 Keren Drive Norton W/22/00648/CLPU	Certificate of Lawfulness for a proposed single storey rear extension
<u>Internal Consultation:</u>	Old Brickworks, Church Lane, Norton W/22/00606/FUL	Proposed Vehicle Imaging Studio
	30 Salamanca Drive, Norton W/22/00642/HP	Variation of condition 2 on planning approval 21/01430/HP - amendment to roof elevation
<u>Other:</u>	None	