

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 28th September 2011 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. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during public question time subject to the Councillor leaving the room in the event of an exchange on the issue between the public and the Council during question time.

Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence**
- 2. Signing of Outstanding Undertakings and Declarations of Office following uncontested election.**
- 3. Changes to Membership**
Update on co-opted Parish Councillor vacancy.
- 4. Declarations of Interest**
 - a. Register of Interests: Councillors are reminded of the need to update their register of interests.
 - b. To declare any Personal Interests in items on the agenda and their nature.
 - c. To declare any Personal and Prejudicial Interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant items).
- 5. Minutes:** To consider adoption of minutes of Annual Parish Council meeting held on 21st July 2011.
- 6. Progress reports for information**
 - a. District and County Councillor Report (Cllr. R.C. Adams)
 - b. Planning (Cllr. Richmond/Clerk)
 - i. Current Applications - details will be covered at the meeting.
 - ii. SMH operating hours – to consider any further actions
 - iii. Morganite Crucible Business Park – update on Liaison Group progress
 - iv. Also see agenda items 9, 10, 13 and 14.
 - c. Allotments (Cllr. Mrs. McGovern)
 - d. Playing Fields (Cllr. Richmond/Clerk)
 - i. Also see agenda items 16 and 17.
 - e. Public Rights of Way (Cllr. Turvey/Clerk)
 - f. Finance (Responsible Finance Officer)
 - i. Balances.
 - ii. Monthly accounts to.
 - g. West Mercia Police (PC Woods/CSO Allchurch)
 - h. Parish Plan (Cllr. Turvey/Cllr. Sparling)
 - i. EnviroSort (Cllr. Lucas)
 - i. Update on exit sign query
- 7. Standing Orders, Financial Regulations, Complaints Procedure and Scheme of Delegation**
Update from working group on progress/recommendations for consideration.
- 8. Boundary Commission recommendation regarding Parliamentary Constituencies**
To consider whether the Parish Council wants to respond to the consultation.
- 9. New Homes Bonus**
To agree what action to take to take advantage of this scheme in relation to the Crookbarrow Road development.
- 10. South Worcestershire Development Plan** (Cllr. Turvey/Cllr. Mrs. McGovern/Cllr. Fincher/Mr. Dyer)
 - a. To review/discuss the current position and to agree future activities.
 - b. To review outcome of Public Meeting.
 - c. To consider a request from jtp re advertising and publicity.
- 11. Flooding Issues** (Mr. Reeves/Clerk)
 - a. To receive an update on ditch re-instatement work proposed in the field managed by Natural England, to consider proceeding and to agree costs in excess of Wychavon DC Flooding Grant.
 - b. To receive an update on proposals by Worcs CC for additional flood alleviation measures
- 12. Norton Pre-School** (Cllr. Lucas/Clerk)
To consider the current position and agree any outstanding items.
- 13. Land adjacent to St. Peters Garden Centre** (Cllr. Turvey/ Cllr. Richmond/Cllr. Reeves)

- a. To advise on the outcome of the Planning Meeting
 - b. To advise on planning conditions
 - c. To advise on developer contributions.
 - d. Agree whether any further actions are necessary as the development proceeds.
- 14. Mongoose Planning Application**
To consider planning conditions particularly related to traffic routing
- 15. PAYE Registration of the Parish Council** (Cllr. Turvey/Cllr. Mrs McGovern/Cllr. Lucas/Clerk)
- a. To consider any outstanding issues.
 - b. To consider PAYE requirements for handymen, litter pickers etc.
- 16. Parish Clerk Contract** (Cllr. Turvey/Cllr. Mrs McGovern/Cllr. Lucas)
To consider NALC comments on the draft Clerk's contract, working group recommendations and how to progress.
- 17. Parish Hall Recreation Facilities** (Cllr. Richmond/Cllr. Turvey/Clerk)
To consider any update from Wychavon DC regarding the multi-play sports facility.
- 18. Playing Field Hire** (Clerk)
To agree payment arrangements for new regular users.
- 19. Bus Service Review** (Cllr. Sparling/Clerk)
To consider any update and actions required.
- 20. Traffic Calming Measures in Littleworth** (Chairman /Clerk)
- a. To receive an update on availability of the mobile shared speed activated sign
 - b. To review the 20 mph 'school' zone and revised road markings.
- 21. Churchyard Car Park**
To consider the planning approval landscaping requirements for the Churchyard car park and any action required to ensure that these are met.
- 22. Land Ownership** (Clerk)
Update on progress
- 23. Historical Photographs** (Cllr. Bennett)
Update on progress
- 24. Remembrance Sunday** (Chairman)
To review arrangements
- 25. Horse Fouling** (Chairman)
To consider complaint received
- 26. Finance** (Chairman)
- a. To consider payments to be made/confirmed that will be covered at the meeting.
- 27. Correspondence for Information** (Chairman /Clerk)
Items of correspondence will be available for inspection at the meeting.
- 28. Clerk's report on Urgent Decisions since the 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. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 31. Date of Next Meeting:** Thursday 27th October.

Signed

Howard Turvey Chairman
On behalf of Jane Greenway, Clerk to Norton-juxta-Kempsey Parish Council.
24th September 2011