

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 February 2013 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** **7.45pm**
- 2. Changes to Membership**
To consider any changes to membership and any applications received for the Parish Councillor vacancy.
- 3. Declarations of Interest**
 - a. Register of Interests: Councillors are reminded of the need to update their register of interests.
 - 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 natureCouncillors 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.
 - d. Dispensation requests.
- 4. Minutes:** To consider adoption of minutes of the Parish Council meeting held on 31st January 2013
- 5. Progress reports for information** **7.55pm**
 - a. District and County Councillor Report (Cllr. R.C. Adams)
 - b. Planning (Cllr. Richmond/Cllr. Turvey/Clerk)
 - i. Current Applications - details accompany the agenda.
 - ii. Also see agenda items 6 and 7
 - c. Allotments (Cllr. Mrs. McGovern)
 - d. Playing Fields/Play Area (Cllr. Richmond/Clerk)
Also see agenda item 11 and 12
 - e. Public Rights of Way (Cllr. Turvey)
 - f. Finance (Responsible Finance Officer)
 - i. Balances and s137 expenditure
 - ii. Monthly accounts to 31st January 2013 (circulated separately)
 - g. West Mercia Police (PC Woods/CSO Allchurch)
 - h. Parish Plan (Cllr. Turvey)
 - i. EnviroSort – update following liaison group meeting 20th February (Cllr. Bennett)
- 6. South Worcs Development Plan** (Cllr. Turvey/Cllr. Mrs. McGovern/Cllr. Fincher/Mr. Dyer) **8.05pm**
To consider the current position, Community Development Trust proposals, public meetings planned and to agree future activities.
- 7. Land adjacent to St. Peters Garden Centre** (Cllr. Turvey) **8.20pm**
To consider the current position, allocation of affordable housing, developers reimbursement of 2012 verge mowing costs and the position for 2013, adoptions within the new development (and wider Brockhill area), any outstanding issues and agree actions.
- 8. Flooding Issues** (Cllr. Turvey /Clerk) **8.30pm**
 - a. To consider Worcs CC flood alleviation proposals and agree how to progress.
 - b. To consider update on Severn Trent sewerage scheme proposals and agree how to progress.
- 9. Employment Matters** (Cllr. Turvey/Cllr. Fincher/Clerk) **9.45pm**
To consider any outstanding items including litter picker hours.
- 10. Parish Clerk Contract** (Cllr. Turvey/Cllr. Mrs McGovern) **9.50pm**
To consider NALC comments on draft contract, working group recommendations, benchmarking & how to progress to sign off contract.

- 11. Parish Hall Recreation Facilities (Clerk) 9.55pm**
 a. To consider update from the Play Area Working Group regarding play area redevelopment, multi-play sports facility and skate/bmx facility.
 b. To consider planning guidance provided by Wychavon DC.
 c. To consider use of a third party/consultant/advisor to assist with progression of this project.
- 12. Parish Hall Car Park/Grounds/Outside Space (Clerk) 10.05pm**
 To consider location for flag pole installation, flag to be flown and planning implications.
- 13. Parish Hall (Cllr. Fincher/Cllr. Dawson/Clerk) 10.10pm**
 To consider:
 a. General update from Parish Councillor landlord representative.
 b. Update on capital funding requirements and request for Parish Council contribution towards the cost of replacement of the main hall flooring.
 c. Request for installation of another container or prefabricated garages on the Parish Hall car park to ease storage problems.
 d. Update on Hall Management Committee terms of reference including membership/constitution and the link with the Charity constitution and Charity membership.
 e. Update re CCTV proposals
- 14. Grass Bank Salamanca Drive 10.20pm**
 To consider update regarding valuation and agree actions required.
- 15. Church Lane Parking (Cllr. Fincher/Cllr. Mrs McGovern/Clerk) 10.30pm**
 To consider feedback from Worcs CC Highways and a request to Highways for road markings in the vicinity of the livery yard.
- 16. Timed Traffic Regulation Order, Wadborough Road (Clerk/Cllr. Dawson) 10.35pm**
 To consider Worcs CC Highways proposals regarding additional road markings outside school.
- 17. S106 Agreements and Potential Projects 10.40pm**
 To consider potential projects that could be funded by s106 monies and provision of details to Wychavon DC.
- 18. Parish Council Logo 10.45pm**
 To consider update regarding development of logo.
- 19. Annual Parish Meeting – 22nd May 2013 (Chairman/Clerk) 10.50pm**
 To note the revised date and to consider the format for the meeting and how to better promote.
- 20. Finance (Chairman) 10.55pm**
 To consider payments to be made/confirmed as on list attached.
- 21. Correspondence for Information (Chairman /Clerk) 11.00pm**
 The attached appendix of items will be available for inspection at the meeting.
- 22. Clerk’s report on Urgent Decisions since the last meeting (Clerk) 11.05pm**
- 23. Items for update to local M.P. (Chairman)**
 To consider any items for communication.
- 24. Councillors’ reports and items for future agenda (Chairman) 11.10pm**
 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.
- 25. Date of next Parish Council meeting: 28th March 2013**

Signed

Mrs Jane Greenway
 Clerk to Norton-juxta-Kempsey Parish Council
 20th February 2013