

To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Thursday 27th June 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 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 nature.
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.
 - d. Dispensation requests.
 - e. Online publication of Register of Interest Forms
 - f. Wychavon District Council training events (2nd and 7th October 2013)
- 4. Minutes:** To consider adoption of minutes of the Annual Parish Council meeting held on 30th May 2013
- 5. Progress reports for information** **8.00pm**
 - a. District and County Councillor Report (Cllr. R.C. Adams)
 - b. Planning (Cllr. Fincher/Clerk) - Also see agenda items 7, 8 and 9
 - i. Current Applications - details accompany the agenda.
 - ii. SMH Fleet Holdings vehicle movements/planning conditions
 - iii. Wychavon DC revised planning procedures
 - c. Allotments (Cllr. Mrs. McGovern)
 - d. Playing Fields/Play Area (Clerk) - Also see agenda items 12 and 13
 - e. Public Rights of Way (Clerk)
 - f. Finance (Responsible Finance Officer)
 - i. Balances and s137 expenditure
 - ii. Monthly accounts and bank reconciliation to 31st May 2013 (circulated separately)
 - iii. Accountancy fees for 2013/14
 - g. West Mercia Police (PC Woods/CSO Allchurch)
 - h. Parish Plan (Clerk)
 - i. EnviroSort (Cllr. Bennett)
- 6. Year End Accounts and Annual Return (Clerk)** **8.15pm**
To agree the Income and Expenditure Variation Report for 2012/13 compared to 2011/12 (to be circulated prior to the meeting).
- 7. Proposed Development on old Regiment HQ Site (Cllr. Fincher)** **8.20pm**
To consider the current situation regarding the Rooftop Housing planning application and agree future actions.
- 8. South Worcs Development Plan (Cllr. Fincher)** **8.30pm**
To consider the current position, any Community Development Trust update, Community Asset update and to agree future activities.
- 9. Land adjacent to St. Peters Garden Centre (Clerk)** **8.40pm**
To consider the current position, adoption matters (including the wider Brockhill area), play area completion, any outstanding issues and agree actions.
- 10. Flooding Issues (Cllr. Fincher /Clerk)** **8.45pm**
 - a. To consider update on Worcs CC flood alleviation proposals and agree how to progress.

- b. To consider update on Severn Trent sewerage scheme proposals, feedback/objections from residents, draft Heads of Terms and agree how to progress. See agenda item 13 for car park tarmacking proposals and agenda item 14 for Parish Hall and Pre-school connection proposals.
- 11. Employment Matters (Clerk) 9.00pm**
To consider any outstanding matters and changes to litter picker contract to include handyman duties.
- 12. Parish Hall Recreation Facilities (Clerk) 9.05pm**
To consider update from the Play Area Working Group regarding play area redevelopment, multi-play sports facility and skate/bmx facility and agree future activities/actions.
- 13. Parish Hall Car Park/Grounds/Outside Space (Clerk) 9.10pm**
a. To consider car park tarmacking proposals, the area to be tarmacked, project budget and funding.
b. To consider burning of football pitch lines for the forthcoming season.
c. To consider playing field hire charges.
- 14. Parish Hall (Cllr. Fincher/Cllr. Dawson/Clerk) 9.20pm**
To consider:
a. Update from Parish Councillor landlord representative.
b. Update regarding mains sewerage connection for the Parish Hall and Norton Pre-school.
- 15. Maintenance Work (Clerk) 9.30pm**
To consider additional churchyard mowing requirements and costs.
- 16. Highways Matters (Clerk) 9.35pm**
a. To consider update regarding 20mph zones in residential areas
b. To consider update on requests for installation of: parking restrictions along Church Lane, timed parking restrictions opposite NJK CE First School and yellow box junction at the Norton Road entry/exit to the A4440 roundabout.
c. To consider resident's feedback regarding parking relating to NJK CE First School
- 17. School Transport Post 16 (Clerk) 9.40pm**
To consider a request to Worcs CC to extend funding of school transport to age 17 following the change in the law regarding the school/education leaving age.
- 18. Grass Bank Salamanca Drive (Clerk) 9.45pm**
To consider legal advice received, current situation, maintenance and proposal for acquisition of this parcel of land.
- 19. Road Side Advertising (Cllr. Fincher) 9.55pm**
To consider the situation regarding road side advertising, what is considered appropriate and who enforces this.
- 20. Coppice Cottage Boundary (Clerk) 10.00pm**
To consider an update following a meeting with the owners regarding the Coppice Cottage/Parish Hall boundary and agree how to progress.
- 21. Parish Council Logo (Clerk) 10.10pm**
To consider updated logo.
- 22. Finance (Chairman) 10.15pm**
a. To consider payments to be made/confirmed as on list attached.
b. To consider renewal of the CPRE annual membership.
- 23. Correspondence for Information (Chairman /Clerk) 10.20pm**
The attached appendix of items will be available for inspection at the meeting.
- 24. Clerk's report on Urgent Decisions since the last meeting (Clerk) 10.25pm**
- 25. Items for update to local M.P. (Chairman) 10.30pm**
To consider any items for communication.
- 26. Councillors' reports and items for future agenda (Chairman) 10.35pm**
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.
- 27. Date of next Parish Council meeting: 18th July 2013**

Signed

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