

## **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 18<sup>th</sup> July 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.
- 4. Minutes:** To consider adoption of minutes of the Parish Council meeting held on 27<sup>th</sup> June 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 6, 7, 8 and 9
    - i. Current Applications - details accompany the agenda.
    - ii. SMH Fleet Holdings vehicle movements/planning conditions
  - c. Allotments (Cllr. Mrs. McGovern) - Also see agenda item 15
  - d. Playing Fields/Play Area (Clerk) - Also see agenda items 12, 13 and 14
  - e. Public Rights of Way (Clerk)
  - f. Finance (Responsible Finance Officer)
    - i. Balances and s137 expenditure
    - ii. Monthly accounts and bank reconciliation to 30<sup>th</sup> June 2013 (to be circulated separately)
  - g. West Mercia Police (PC Woods/CSO Allchurch)
  - h. Parish Plan (Clerk)
  - i. EnviroSort (Cllr. Bennett)
- 6. Proposed Development on old Regiment HQ Site** (Cllr. Fincher) **8.15pm**  
To consider the current situation regarding the Rooftop Housing planning application and agree future actions.
- 7. South Worcs Development Plan and Associated Matters** (Cllr. Turvey/Cllr. Fincher/Cllr. Mrs McGovern/Mr. Dyer) **8.25pm**  
To consider the current position, Community Development Trust update, Community Asset update, Ketch roundabout superstore proposals and to agree response to Welbeck Land outline planning application (to be submitted by 26<sup>th</sup> July) and future activities.
- 8. 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.
- 9. Neighbourhood Area Designation Consultations** (Cllr. Turvey/Clerk) **8.45pm**  
To consider and agree whether to submit a response to Wychavon DC regarding Whittington proposals.
- 10. Flooding Issues** (Cllr. Fincher /Clerk) **8.50pm**
  - 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, land registration work, any other outstanding items and agree how to progress, including delegated authority and the need for an additional Parish Council meeting during August. 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) 9.05pm**  
To consider any outstanding matters.
- 12. Parish Hall Recreation Facilities (Clerk) 9.10pm**  
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/Cllr. Fincher/Cllr. Turvey) 9.15pm**  
a. To consider car park tarmacking proposals, the area to be tarmacked, project budget and funding.  
b. To consider the need for 2 football pitches and possible alternative uses for one pitch
- 14. Parish Hall (Cllr. Fincher/Cllr. Dawson/Clerk) 9.20pm**  
To consider:  
a. Update from Parish Councillor landlord representative.  
b. Update and suggested actions relating to the septic tank drainage issues.  
c. Quotes, update and actions regarding mains sewerage connection for the Parish Hall and Norton Pre-school.  
d. Suggestion of using protective matting to enable car parking on the playing field during the period of the STW works.  
e. A Parish Council contribution towards Parish Hall building insurance costs  
f. Community events and provision of playing field and Hall facilities for a Parish picnic and family games on Saturday 24<sup>th</sup> August.
- 15. Allotments 9.35pm**  
a. To consider request for bee hives on the allotments (information circulated to councillors)  
b. To consider new model allotment tenancy agreement (copy circulated to councillors)
- 16. Maintenance Work (Clerk) 9.40pm**  
a. To consider churchyard mowing procedures, requirements and costs.  
b. To consider Parish Council procedures regarding weed spraying by contractors (information circulated to councillors).  
c. To consider purchase of new strimmer for Parish maintenance
- 17. Highways Matters (Clerk) 9.50pm**  
To consider update regarding speed management along Talavera Road, Norton.
- 18. School Transport Post 16 (Cllr. Fincher) 9.55pm**  
Update following question to Worcs CC full Council meeting regarding extension of funding of school transport to age 17 following the change in the law regarding the school/education leaving age.
- 19. Grass Bank Salamanca Drive (Clerk) 10.00pm**  
To consider advice received, current situation, resident's feedback, maintenance and proposal for acquisition of this parcel of land (summary previously circulated to councillors)
- 20. Coppice Cottage Boundary (Clerk) 10.10pm**  
To consider surveyors advice and agree how to progress.
- 21. Dog Walking Areas 10.20pm**  
To consider feedback from residents and dog walking areas within the Parish.
- 22. Youth Club (Cllr. Fincher/Clerk) 10.25pm**  
Update re Littleworth youth club and to consider providing a contribution towards activities e.g. visits by the Wychavon Youth Bus.
- 23. Finance (Chairman) 10.30pm**  
To consider payments to be made/confirmed as on list attached.
- 24. Correspondence for Information (Chairman /Clerk) 10.35pm**  
The attached appendix of items will be available for inspection at the meeting.
- 25. Clerk's report on Urgent Decisions since the last meeting (Clerk) 10.40pm**
- 26. Items for update to local M.P. (Chairman) 10.45pm**  
To consider any items for communication.
- 27. Councillors' reports and items for future agenda (Chairman) 10.50pm**  
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.
- 28. Date of next Parish Council meeting: 26<sup>th</sup> September 2013**

Signed

Mrs Jane Greenway  
Clerk to Norton-juxta-Kempsey Parish Council  
11<sup>th</sup> July 2013