

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 28th November 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** – Welcome to new members.
- 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.
 - 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:** To consider adoption of minutes of the Parish Council meeting held on 24th October 2013
- 5. Progress reports for information** **8.00pm**
 - a. District and County Councillor Report (Cllr. R.C. Adams)
 - b. Planning (Cllr. Richmond/Clerk) - Also see agenda items 7, 8, 9 and 10
 - i. Current Applications - details accompany the agenda.
 - ii. Hard copy costs for future planning applications
 - iii. SMH Fleet Holdings vehicle movements/planning conditions
 - c. Allotments (Cllr. Mrs. McGovern)
 - d. Playing Fields/Play Area (Cllr. Richmond/Clerk) - Also see agenda items 13 and 14
 - e. Public Rights of Way (Cllr. Turvey)
 - f. Finance (Responsible Finance Officer)
 - i. Balances and s137 expenditure
 - ii. Monthly accounts and bank reconciliation to 31st October 2013 (circulated separately)
 - g. West Mercia Police (PCSO Julie Pardoe)
 - i. Update regarding horses being ridden on pavements/footpaths
 - ii. Update re Talavera Road and Crookbarrow Road speed/road safety concerns
 - h. Parish Plan (Cllr. Turvey)
 - i. EnviroSort (Cllr. Bennett)
- 6. 2014/15 Budget and Precept** (Cllr. Turvey/Responsible Finance Officer) **8.10pm**
 - a. To consider the process, timescales and matters relating to production and agreement of the budget and precept for 2014/15.
 - b. To consider quotes for: mowing of the playing field, churchyard mowing, mowing of the large grass verges at Norton and other Parish maintenance.
- 7. Development of old Regiment HQ Site** (Cllr. Turvey) **8.20pm**

To consider the current situation and agree any future actions.
- 8. South Worcs Development Plan and Associated Matters** (Cllr. Turvey/Cllr. Fincher) **8.25pm**

To consider the current position, timing of a public meeting and future activities.
- 9. Land adjacent to St. Peters Garden Centre** (Clerk) **8.30pm**

To consider the current position, adoption matters (including the wider Brockhill area), play area completion, roundabout/pedestrian crossing work, any outstanding issues and agree actions.
- 10. Worcester Parkway Station** (Cllr. Turvey) **8.35pm**

To consider the current situation and agree any activities.
- 11. Flooding Issues** (Cllr. Turvey/Clerk) **8.40pm**
 - a. To consider current position re Severn Trent sewerage scheme proposals, draft Heads of Terms, land registration work progress, indemnity policy requirements/costs and any other

- outstanding/associated items and agree how to progress. See agenda item 14 for car park tarmacking proposals and agenda item 15 for Parish Hall and Pre-school connection proposals.
- b. To consider update re Littleworth flood alleviation measures and ongoing maintenance.
 - 12. Employment Matters** (Cllr. Turvey/Clerk) **8.50pm**
 - a. To consider completion of handyman probation period for Mr. Abbott.
 - b. To agree sign off of the Clerk contract.
 - 13. Parish Hall Recreation Facilities** (Cllr. Dawson) **8.55pm**
To consider update regarding play area redevelopment, multi-play sports facility and skate/bmx facility, funding opportunities and agree future activities/actions.
 - 14. Parish Hall Car Park/Grounds/Outside Space** (Clerk/Cllr. Fincher/Cllr. Turvey) **9.00pm**
 - a. To consider car park tarmacking proposals, the area to be tarmacked, drainage issues, project budget, funding and quotes.
 - b. To consider the need for 2 football pitches and possible alternative uses for one pitch.
 - 15. Parish Hall** (Cllr. Fincher/Cllr. Dawson/Clerk) **9.10pm**
To consider:
 - a. Update from landlord representative and cancellation of bookings due to STW work.
 - b. Update, actions and quotes regarding mains sewerage connection for the Parish Hall/Pre-school.
 - 16. Wychavon Allotment Land, Rear of Coronation Cottages, Littleworth** (Cllr. Turvey) **9.20pm**
To consider update relating to the Wychavon allotment land and acquisition by the Parish Council.
 - 17. Maintenance Work** (Clerk) **9.30m**
 - a. To consider quote for flag pole bracket and installation
 - b. To consider quote to repair Parish Hall fence following vehicle collision
 - 18. Highways Matters** (Cllr. Turvey/Clerk) **9.35pm**
 - a. To consider Norton Road traffic calming/restricted access
 - b. To consider correspondence received relating to parking restrictions installed in the vicinity of the Livery Yard, Church Lane, Norton
 - 19. Grass Bank Salamanca Drive** (Clerk) **9.45pm**
To consider the current situation and agree any further action.
 - 20. Worcs CC Subsidised Bus Services Review** (Clerk) **9.50pm**
To consider the review and agree a response due by 17th January 2014 (papers previously circulated).
 - 21. Worcs CC Minerals Local Plan Consultation** (Clerk) **9.55pm**
To consider and agree whether to submit a response to this consultation (papers previously circulated). Comments due by 31st January 2014.
 - 22. Wychavon Diamond Jubilee Community Recognition Award** **10.00pm**
To consider nominations (to be submitted by 3rd January 2014).
 - 23. World War I Centenary** (Cllr. Way-Vautier) **10.05pm**
To consider marking this centenary within the Parish.
 - 24. Finance** (Chairman) **10.10pm**
 - a. To consider payments to be made/confirmed as on list attached.
 - b. To consider a donation to The Poppy Appeal regarding the Remembrance Service Wreath.
 - c. To consider renewal of Society of Local Council Clerks annual membership at a cost of £147.
 - 25. Correspondence for Information** (Chairman /Clerk) **10.15pm**
The attached appendix of items will be available for inspection at the meeting.
 - 26. Clerk's report on Urgent Decisions since the last meeting** (Clerk) **10.20pm**
 - 27. Items for update to local M.P.** (Chairman) **10.25pm**
To consider any items for communication.
 - 28. Councillors' reports and items for future agenda** (Chairman) **10.30pm**
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.
 - 29. Dates of 2014 meetings:** 23rd January, 27th February, 27th March, 24th April, 29th May, 26th June, 17th July, 25th September, 30th October and 27th November. Annual Parish Meeting: Date to be considered.

Signed

Jane Greenway

Mrs Jane Greenway
Clerk to Norton-juxta-Kempsey Parish Council
21st November 2013

PLANNING APPLICATIONS – November 2013

Approvals

Worcester Norton Sports Club
Ref: W/13/01500

Erection for new firing range shelter in timber with profiled metal roof along with formation of raised backstops (butts) to target areas. Parish does not support.

Refusals

Broomhall Grange, Norton Road,
Ref: Broomhall
Malvern Hills DC 13/00710/OUT

Outline application for residential development (illustrative scheme of 37 dwelling units), with all matters reserved except for access. Parish does not support.

Awaiting Decision

Land to the south of the City of
Worcester, Bath Road.
Ref: W/13/00565/OUT

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.

Internal Consultation - None

Other

Norton Grange, Hatfield Lane
Ref: W/13/01825

Change of use to cattery and erection of a single storey, mono pitch rectangular building and a single storey timber clad garden shed. Parish Council concerns submitted. Application has been stopped due to a query about access to the proposed cattery site from the public highway and the impact of the proposals upon other properties/buildings on the site and neighbouring residents.