

## 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 13<sup>th</sup> March 2014 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. This period is not part of the formal meeting.

### Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Changes to Membership**
- 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.
    - i. To consider granting a dispensation up to the next ordinary election (2015) to Cllr. Turvey, to enable participation in any discussion or vote on any matter concerning Worcester Norton Sports Club and potential development of a new sports centre on this site.

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 23<sup>rd</sup> January 2014
- 5. Progress reports for information** **7.55pm**
  - a. District and County Councillor Report (Cllr. R.C. Adams)
  - b. Planning (Cllr. Richmond/Clerk) - Also see agenda items 9, 10, 11, 12 and 13
    - i. Current Applications - details accompany the agenda.
  - c. Allotments (Cllr. Mrs. McGovern)
  - d. Playing Fields/Play Area (Cllr. Richmond/Clerk) - Also see agenda items 20, 21, 22
  - e. Public Rights of Way (Cllr. Turvey)
  - f. Finance (Responsible Finance Officer)
    - i. Balances and s137 expenditure
    - ii. Monthly accounts and bank reconciliation to 31<sup>st</sup> January 2014 (circulated separately)
  - g. West Mercia Police (PCSO Julie Pardoe)
  - h. Parish Plan (Cllr. Turvey)
  - i. EnviroSort (Cllr. Bennett)
- 6. Annual Risk Assessment and Review of Fixed Asset Register (Clerk)** **8.05pm**

To review and approve annual Risk Assessment and Fixed Asset Register.
- 7. Reserve Levels (Cllr. Turvey/Clerk)** **8.10pm**

To review the current Reserve Policy.
- 8. Insurance (Clerk)** **8.15pm**

To consider inclusion of 'Contracts Cover' insurance at an additional premium of £25 for one year.
- 9. Development of old Regiment HQ Site (Cllr. Fincher)** **8.20pm**

To consider the current situation, update on Local Lettings Plan and agree any future actions.
- 10. South Worcs Development Plan and Associated Matters (Cllr. Turvey/Cllr. Fincher)** **8.25pm**

To consider the current position including the Welbeck and St. Modwen outline planning applications, Ketch roundabout proposals, Norton Road traffic calming measures, timing of a Parish public meeting re SWDP update and other activities.
- 11. Land adjacent to St. Peters Garden Centre (Clerk)** **8.35pm**

To consider the current position, adoption matters (including the wider Brockhill area), play area completion, roundabout/pedestrian crossing work and agree actions.
- 12. Worcester Parkway Station (Cllr. Turvey)** **8.45pm**

To consider the current situation, proposed Worcs CC meeting dates and agree any activities.
- 13. Proposed Developments along Woodbury Lane, Norton (Cllr. Turvey)** **8.55pm**

To consider any update on proposals and a further response.
- 14. Severn Trent Sewerage Scheme (Working Group/Clerk)** **9.00pm**

To consider current position re Severn Trent sewerage scheme proposals, contract, area of land for

initial registration, land registration progress, indemnity policy requirements/costs and any other outstanding/associated items and agree how to progress. See agenda item 21 for car park tarmacking proposals and agenda item 22 for Parish Hall and Pre-school connection proposals.

- 15. Littleworth Drainage Work** (Cllr. Turvey/Clerk/Mr. Reeves) **9.10pm**  
To consider any maintenance work required and funding of this.
- 16. Employment Matters** (Cllr. Fincher) **9.15pm**  
To consider employment of a groundsman for the Parish Hall site.
- 17. Lengthsman Scheme** (Chairman/Clerk) **9.25pm**  
To consider membership of the Worcs CC Lengthsman Scheme for 2014/15.
- 18. P3 Application 2014/15** (Chairman/Clerk) **9.30pm**  
To consider the P3 application and footpath maintenance requirements for 2014/15.
- 19. VAT Procedures** (Clerk/Cllr. Turvey) **9.35pm**  
To receive an update on the VAT procedures review and suggested clarification from HMRC.
- 20. Parish Hall Recreation Facilities** (Cllr. Dawson) **9.45pm**  
To consider update regarding play area redevelopment, multi-play sports facility and skate/bmx facility, funding opportunities, VAT situation, implications of the project being in the name of the Parish Hall and agree future activities/actions.
- 21. Parish Hall Car Park/Grounds/Outside Space** (Working Group/Clerk/Cllr. Richmond) **9.55pm**
  - a. To consider update regarding car park tarmacking proposals.
  - b. To consider request for a marquee on the playing fields and costs/refundable deposit
  - c. To consider arrangements for play area weekly checks and training for person undertaking inspections
  - d. To consider information relating to use of part of the playing field as a cricket pitch
- 22. Parish Hall** (Cllr. Fincher/Cllr. Dawson/Clerk) **10.05pm**  
To consider:
  - a. Update from landlord representative.
  - b. Update on mains sewerage connection for the Parish Hall/Pre-school.
- 23. Worcester Norton Sports Club** (Cllr. Turvey/Cllr. Fincher/Cllr. James) **10.15pm**  
To consider update regarding WNSC plans to redevelop the Club on its current site and support by the Parish Council.
- 24. Croquet Club** (Clerk) **10.20pm**  
To consider update regarding the future of the Croquet Club at its current site and a request for consideration to be given to alternative possible sites locally.
- 25. Highways Matters** (Cllr. Turvey/Clerk) **10.25pm**  
To consider request received for consideration of increasing the Church Lane speed limit to 40mph.
- 26. World War I Centenary** (Cllr. Way-Vautier/Cllr. James) **10.30pm**  
To consider update relating to centenary celebrations within the Parish.
- 27. Hartlebury Parish Council Visit** **10.35pm**  
To consider inviting representatives from Hartlebury Parish Council to visit the Parish and EnviroSort facility (as suggested during the January Public Question Time session).
- 28. Finance** (Chairman) **10.40pm**  
To consider payments to be made/confirmed.
- 29. Correspondence for Information** (Chairman /Clerk) **10.45pm**  
Items of correspondence will be available for inspection at the meeting.
- 30. Clerk's report on Urgent Decisions since the last meeting** (Clerk) **10.50pm**
- 31. Items for update to local M.P.** (Chairman) **10.55pm**  
To consider any items for communication.
- 32. Councillors' reports and items for future agenda** (Chairman) **11.00pm**  
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.
- 33. Date of next meeting:** 24<sup>th</sup> April

Signed

*Jane Greenway*

Mrs Jane Greenway  
Clerk to Norton-juxta-Kempsey Parish Council  
18<sup>th</sup> February 2014

## PLANNING APPLICATIONS

Approvals - None

Refusals - None

Awaiting Decision

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

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.

**Land north of Taylors Lane, south of and part north of A4440 Broomhall Way, Worcs.  
Malvern Hills DC Ref: W/13/01617  
St. Modwen Developments**

Outline application with all matters reserved except for access, for a mixed use development comprising residential development up to 255 dwellings, employment (B1) (b and c), B2 and/or B8, access, footpath, cycleways and highway infrastructure, pedestrian/cycle bridge over A4440, public open space, landscaping and associated development and drainage.

Internal Consultation - None

Other - None