

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 24th September 2015** 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. Signing of Outstanding Undertakings and Declarations of Office**
- 3. Declarations of Interest**
 - a. Register of Interests: Re-elected Councillors are reminded of the need to update their register of interests and newly co-opted Councillors are required to complete and return the Register of Interests Form to the Monitoring Officer within 28 days of their co-option.
 - 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 (2019) to Cllr. Hughes to enable participation in discussions and votes concerning Parish Council matters relating to the Parish Hall.

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. To consider areas of focus and agree allocation of areas of responsibility to Councillors**

To consider any changes and a CALC representative.
- 5. Minutes:** To consider adoption of minutes of Parish Council meeting held on 16th July 2015
- 6. Progress reports for information** **7.55pm**
 - a. District and County Councillor Report (Cllr. R.C. Adams)
 - b. Finance (Responsible Finance Officer)
 - i. Balances and s137 expenditure
 - ii. Monthly accounts/bank reconciliation to 31st August 2015
 - iii. New Homes Bonus (see agenda item 15)
 - iv. Annual audit progress
 - c. West Mercia Police (PCSO Julie Pardoe/PCSO Steven Tinkler/PC Acaster)
Also see agenda item 28.
- 7. Current Planning Applications** (Cllr. Richmond/Cllr. Fincher) **8.10pm**

Report of current applications. Also see Worcester Parkway Station agenda item 10.
- 8. South Worcs Development Plan and Associated Matters** (Cllr. Fincher) **8.15pm**

To consider proposed SWDP revisions following the Inspector's report, any updates to the outline planning applications, traffic calming measures and actions.
- 9. Development on Land adjacent to St. Peters Garden Centre** (Cllr. Fincher/Clerk) **8.25pm**

To consider update including adoption matters, future verge ownership/maintenance responsibilities, roundabout work, bus shelter replacement, outstanding reinstatement/remedial work and actions.
- 10. Worcester Parkway Station** (Cllr. Fincher) **8.30pm**

To consider any update, feedback from parishioners, station car parking and required actions.
- 11. Severn Trent Sewerage Scheme and Associated Matters** (Working Group/Clerk) **8.40pm**

To consider update including contract wording, land registration, remedial work and required actions.
- 12. Employment Matters** (Cllr. Fincher/Clerk) **8.45pm**
 - a. To consider costs for Wychavon DC payroll services from April 2016.
 - b. To receive report following Clerk annual appraisal and consider one point salary scale increase.
 - c. To consider employment of an Assistant Clerk.
 - d. Pensions auto-enrolment update.

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| 13. Parish Council IT Provision (Cllr. Fincher/Clerk) | 8.55pm |
| To consider purchase of dedicated computer and printer for the Parish Council. | |
| 14. VAT Procedures (Clerk) | 9.00pm |
| To consider update. | |
| 15. New Homes Bonus (Cllr. Fincher/Clerk) | 9.05pm |
| To consider NHB update and possible future projects for funding. | |
| 16. Parish Hall Recreation Facilities Project (Cllr. Dawson/Clerk) | 9.10pm |
| To consider update on project, safety and commemorative signs and remedial work progress. | |
| 17. Parish Hall Car Park/Playing Fields/Outside Space (Working Group/Clerk) | 9.15pm |
| To consider updates, use of field/MUGA facilities for fitness sessions including 'buggy jogging' by Hall users, relocation of the Pre-school container and clearance of undergrowth around car park. | |
| 18. Parish Hall (Cllr. Fincher/Cllr. Dawson) | 9.20pm |
| To consider report from landlord representatives. | |
| 19. The Red Umbrella Group (Clerk/Cllr. Fincher) | 9.30pm |
| To consider proposals relating to use of the Parish Hall and request for funding assistance. | |
| 20. Parish Council Newsletter (Clerk) | 9.35pm |
| Update relating to Autumn newsletter. | |
| 21. Allotments (Cllr. Brooker/Cllr. Hughes/Clerk) | 9.40pm |
| To consider proposals for allotments, maintenance of hedge adjacent to 72 Wadborough Road and required actions. | |
| 22. Public Rights of Way (Clerk) | 9.50pm |
| To consider update, hedge maintenance along NJ543 and required actions. | |
| 23. Worcester Norton Sports Club and Croquet Club (Cllr. Fincher) | 9.55pm |
| To consider update relating to WNSC plans to redevelop the Club on its current site, provision of litter bins on the cricket ground and Croquet Club. | |
| 24. Highways Matters (Cllr. Fincher/Clerk) | 10.00pm |
| To consider highway matters including: | |
| a. Request for maintenance to Wadborough Road pavement. | |
| b. Request for 20mph speed limit along Talavera Road, in particular by the new play area | |
| c. Request for warning sign along Talavera Road to highlight play area | |
| d. Speeding along Crookbarrow Road (submitted as a PACT priority) | |
| 25. Wychavon DC Flood Alleviation Grant Scheme (Clerk) | 10.05pm |
| To consider any potential projects (deadline for stage 1 applications 30 th September) | |
| 26. World War I Centenary (Cllr. Mrs Way-Vautier) | 10.10pm |
| To consider update on activities. | |
| 27. Photograph Archive (Clerk) | 10.15pm |
| To consider quote for further photograph slides to be archived to digital format. | |
| 28. PACT Priorities (Clerk/Cllr. Sparling) | 10.20pm |
| To consider current PACT priorities. | |
| 29. Regiment Close (Clerk) | 10.25pm |
| To consider request to write to residents asking for green waste not to be dumped in the undergrowth adjacent to the pavement by the Norton Road/Regiment Close hedge. | |
| 30. Community Orchard (Cllr. Brooker) | 10.30pm |
| To consider developing a community orchard on the field adjacent to Coppice Cottage. | |
| 31. Wychavon Diamond Jubilee Community Recognition Award (Clerk) | 10.35pm |
| To consider nominations (to be submitted by 8 th January 2016). | |
| 32. Finance (Chairman) | 10.40pm |
| a. To consider payments to be made/confirmed as on list attached. | |
| b. To consider renewal of Open Spaces Society membership at a cost of £45 | |
| c. To consider upgrade of Community First membership to gold membership costing £50 | |
| d. To confirm accountancy services 2 year fixed fee for 2015/16 and 2106/17 | |
| 33. Correspondence for Information (Chairman/Clerk) | 10.45pm |
| The attached appendix of items will be available for inspection at the meeting. | |
| 34. Clerk's report on Urgent Decisions since the last meeting (Clerk) | 10.50pm |
| 35. Items for update to local M.P. (Chairman) | 10.55pm |
| To consider any items for communication and an introductory meeting. | |

36. 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.

37. Date of next meeting:

Parish Council Meeting: Thursday 22nd October 2015

Signed

Jane Greenway

Mrs Jane Greenway
Clerk to Norton-juxta-Kempsey Parish Council
17th September 2015

PLANNING APPLICATIONS – September 2015

Approvals

Boulterley Cottage, Broomhall, Norton. Ref: W/15/01478/PP and W/15/01479/LB1273	Proposed conversion of outbuilding to habitable accommodation and erection of single storey link and replacement garage
Granary Barn House, Hatfield Lane Ref: W/15/01461	Single storey rear extension.
22 Talavera Road, Norton Ref: W/15/01578	Single storey side extension and garage conversion. Parish supports provided off road parking retained.
16 St James Close, Littleworth Ref: W/15/01480	Removal of existing single garage and provision of new bedroom extension. Parish supports.
Morelands, Wadborough Road, Littleworth. Ref: W/15/01473	Demolition of existing garage and store and construction of new garage/car port and workshop. Parish supports with comments.
Norton Fields Farm, Mucknell Farm Lane, Stoulton. Ref: W/15/01754	Variation of condition 12 of planning permission W/14/01569/PN to substitute the need for temperature sensors with appropriate warning signage.
Land to the east and south of The Crucible Business Park, Norton, Worcester Ref: Worcs CC 15/000007/REG3	A full planning application for the development of a new rail station and associated infrastructure. The application comprises of new platforms on the Birmingham – Bristol railway line and one platform on the Cotswold railway line, a new station building, a public right of way footbridge over the Birmingham – Bristol railway line, car parking, flood attenuation and a new roundabout on the B4084. Parish supports in principle but with concerns raised.

Refusals - None

Awaiting Decision

Land to the south of the City of Worcester, Bath Road. Malvern Hills DC Ref: W/13/00656/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.
Land adjacent to Lobelia Close, Cranesbill Drive, Broomhall Green and the A4440 Broomhall Way Worcester City Ref: P13A0617 St. Modwen Developments	Erection of pedestrian/cycle bridge over A4440 Broomhall Way to facilitate access to a mixed use development comprising of up to 255 dwellings and employment (B1) (b and c), B2 and/or B8, on land between Taylors Lane and the A4440 Broomhall Way.
Middle Battenhall Farm Worcester City Ref: P13B0632 Miller Homes	Outline planning application for the construction for up to 200 dwellings, open space, new vehicular junction and access and associated infrastructure

**Land at Broomhall Way
Worcester City Ref: P14L0266**

Outline planning permission for the erection of up to 103 dwellings with all matters reserved, excluding access. Parish supports subject to revision of application.

**Land at Broomhall Way
Worcester City Ref: P14L0266
(amended application)**

Outline matters application for the erection of up to 81 dwellings with all matters reserved, excluding access.

**6 Dunkirk Drive, Norton
Ref: W/15/02021**

Two storey extension to side and porch to front elevation. Parish supports.

**Land at Broomhall Way
Worcester City Ref: P15L0319**

Use of land for car boot sales to be held on more than 14 days per year. Parish submitted comments re parking and limitation on dates.

Internal Consultation

**35 St. James Close, Littleworth
Ref: W/15/02197**

Remove existing substandard conservatory and erect new purpose built conservatory on new concrete base.

**Birch House, 48 Wadborough Road
Littleworth. Ref: W/15/02318**

Attached garage.

**3 Dunkirk Drive, Norton
Ref: W/15/02256**

Two storey side extension and single storey rear extension with . associated reconfiguration.

Other

Appeal re Tree Preservation Order application decision:

**19 Salamanca Drive, Norton
TPOA/15/040**

Removal of tree from TPO protected tree from grass verge adjacent to property.