

## **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 24<sup>th</sup> September 2009 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**
- 2. Changes to Membership**
  - a. Update on vacancy following resignation of Lawrence Wallbank.
  - b. Consider applications for vacancy.
  - c. Vote to co-opt one Parish Councillor.
- 3. Declarations of Interest**
  - a. Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b. To declare any Personal Interests in items on the agenda and their nature.
  - c. To declare any Personal and Prejudicial Interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant items).
- 4. Minutes:** To consider adoption of the minutes of the Parish Council meeting of 23<sup>rd</sup> July 2009
- 5. Progress reports for information**
  - a. District and County Councillor Report (Cllr. R.C. Adams)
  - b. Planning (Clerk/Cllr. Richmond)
    - i. Current Applications - details accompany the agenda
  - c. Allotments (Cllr. Mrs. McGovern)
  - d. Playing Fields (Cllr. Richmond/Clerk)
  - e. Footpaths (Cllr. Turvey)
    - i. Update on footpath maintenance arrangements and costs
  - f. Finance (Responsible Finance Officer)
    - i. Balances
    - ii. Monthly accounts to 31<sup>st</sup> August 2009 accompany the agenda
    - iii. Completion of Annual Return and correspondence with external auditor
  - g. Parish Hall Management Committee (Cllr. Mrs. McGovern/Cllr. Lucas)
    - i. Treasurer's Report to September 2009 attached
    - ii. Update on provision of a rolling maintenance programme
  - h. West Mercia Police (PC Sean Woods/CSO Fogwill)
    - i. Vandalism at Parish Hall and play area
    - ii. Anti-social behaviour Wadborough Road
  - i. Brockhill Recreation Area (Cllr. Reeves)
  - j. Parish Plan (Cllr. Turvey)
  - k. Parkway Station (Cllr. Bennett/Cllr. Turvey)
    - i. Update regarding link with SWJCS
- 6. EnviroSort** (Cllr. Lucas)  
To receive an update on activities
- 7. Flooding Issues** (Cllr. Reeves)  
To receive an update on issues, plans, activities and funding:
  - a. Additional French drains at the allotments
    - i. To consider quotes received and funding.
  - b. Ditch Re-instatement Work
- 8. Norton Pre-School Proposals** (Cllr. Lucas)  
Update on the grant application and to consider the current position.
- 9. Housing Needs Survey**  
To consider undertaking a Housing Needs Survey via Community First following the presentation by Nigel Potter, Worcestershire Rural Housing Enabler, at the July Parish Council meeting. (Details included as Appendix 2 to the minutes).

**10. Planting of Roundabout at Brockhill**

- a. Update on sponsorship details
- b. To consider planting scheme.
- c. To consider alternative use of offer by St. Peters Garden Centre to provide plants for the roundabout, along with planting if undertaken in late September

**11. Worcs CC Parish Street Lighting Initiative**

To consider the scheme, costs to the Parish Council and to agree whether to join the scheme.

**12. Parish Council Notice Boards**

- a. To consider maintenance needs
- b. To consider access to notice boards by members of the public

**13. Field adjacent to Coppice Cottage, Wadborough Road**

To consider the quote to clear the pile of rubble from the field.

**14. Archive of Local Historic Photographs**

Update from Cllr. Bennett.

**15. Adoption of Phone Box St. James Close, Littleworth**

To consider adoption of the red phone box which would have the telephony removed and ownership transferred to the Parish Council (response by 31<sup>st</sup> October to Wychavon DC).

**16. Parish Volunteer Group**

To consider responses and suggested activities.

**17. Email of Parish Council Meeting Summons and Agenda**

To adopt the method of emailing Parish Council meeting summons and agendas in place of delivery of paper copies, where this method is available to Councillors.

**18. Finance**

- a. To consider payments to be made as on list attached
- b. To consider a request from Norton Parish Hall Management Committee for a donation towards the cost of fireworks at the annual Halloween Fireworks Display on 24<sup>th</sup> October.

**19. Correspondence for Information**

The attached appendix of items will be available for inspection at the meeting.

- a. To note the invitation to the CALC AGM on 25<sup>th</sup> November at 7pm. Venue to be advised.
- b. To note the invitation to the Worcs CC Parish Conference on 16<sup>th</sup> November Venue and time (evening) to be advised.

**20. Clerk's report on Urgent Decisions since the last meeting**

**21. Items for update to local M.P.**

To consider any items for communication.

**22. Councillors' reports and items for future agenda**

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.

**23. West Midlands RSS/South Worcestershire Joint Core Strategy (Cllr. Turvey/Cllr. Mrs.**

McGovern/Mr. Dyer/Mr. Fincher)

SWJCS - To review and discuss the current position and to agree future activities

**24. Date of Next Meeting**

To confirm date of next meeting: 29<sup>th</sup> October

Signed

Jane Greenway

Clerk to Norton-juxta-Kempsey Parish Council.

17<sup>th</sup> September 2009