

To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the Annual Meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Thursday 25th May 2017** 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. Election of Chairman and Signing of Undertaking and Declaration of Office** **7.45pm**
- 2. Apologies: To receive apologies and to approve the reason for absence**
- 3. Election of Vice-Chairman and Signing of Undertaking and Declaration of Office**
- 4. Changes to membership**
- 5. 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. Mrs Ritter, to enable her to participate in any discussion or vote on any matter concerning the setting of the council's budget and annual precept.

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.
- 6. To consider and adopt Council's Standing Orders, Scheme of Delegation, Complaints Procedures and Financial Regulations** (previously circulated)
- 7. To note Code of Conduct** (previously circulated)
- 8. To consider areas of focus and agree allocation of areas of responsibility to Councillors**
- 9. To note the Council's Risk Assessment and Insurance Requirements** (previously circulated and agreed at the Parish Council meetings 26th January and 30th March 2017)
- 10. Minutes** (Chairman)
 - a. To consider adoption of minutes of the Parish Council meeting held on 27th April 2017.
 - b. Minute action summary review.
- 11. Progress reports for information** **8.00pm**
 - a. District and County Councillor Report (Cllr. Adams)
 - b. Finance (Responsible Finance Officer)
 - i. Balances and s137 expenditure
 - ii. Monthly accounts/bank reconciliation not available due to preparation of year end accounts
 - iii. 2016/17 financial year end and annual audit process
 - c. West Mercia Police and PACT (PCSO Pardoe/PCSO Tinkler/PC Acaster/Cllr. Sparling)
 - d. St. James the Great Church, Norton (Rev. Badger)
- 12. Planning** (Cllr. Richmond/Chairman) **8.10pm**

To consider report on current applications and representation at the Malvern Hills DC Planning Committee meeting regarding planning application 13/01617/OUT.
- 13. Parish Hall** (Cllr. Fincher) **8.15pm**

To consider report following Hall Annual General Meeting, appointment of a Parish Council Hall representative and any other actions required.
- 14. Parish Hall Recreation Facilities and Outside Space** (Cllr. Brooker/Cllr. Dawson/Clerk) **8.45pm**

To consider updates including development of outside space, playing field drainage, quote for additional field access point and funding applications.
- 15. Norton Pre-school** (Cllr. Turvey/Cllr. Fincher) **8.55pm**

To consider the lease situation, re-location of the Pre-school container and actions.
- 16. Worcester Parkway Station** (Cllr. Turvey/Cllr. Fincher) **9.10pm**

To consider any update, feedback from the Annual Parish Meeting and actions.

- | | |
|---|----------------|
| 17. Southern Link Road Works & Crossing Points (Cllr. Turvey/Cllr. Fincher) | 9.15pm |
| To consider update, feedback from the Annual Parish Meeting and actions. | |
| 18. Adoption/Maintenance of Development by Garden Centre (Cllr. Turvey/Clerk) | 9.20pm |
| To consider update, feedback from the Annual Parish Meeting, and actions regarding adoption, maintenance and future use of open spaces. | |
| 19. Severn Trent Water Land Sale (Cllr. Turvey) | 9.25pm |
| To receive update on completion of land sale. | |
| 20. Neighbourhood Plans (Cllr. Turvey) | 9.30pm |
| To consider update from steering group, including group responsibilities, consultant appointment and Plan production process. | |
| 21. Employment Matters (Cllr. Turvey/Clerk) | 9.35pm |
| To consider any reports and actions. | |
| 22. Annual Parish Meeting – 3rd May (Clerk) | 9.40pm |
| To consider feedback received and any actions. | |
| 23. Allotments (Cllr. Sparling) | 9.50pm |
| To consider update and actions. | |
| 24. Public Rights of Way (Cllr. Turvey) | 10.00pm |
| To consider update and actions. | |
| 25. Bus Services (Cllr. Hughes/Cllr. Sparling) | 10.10pm |
| To consider update regarding 382 services, feedback from the Annual Parish Meeting and actions. | |
| 26. Worcester Norton Sports Club (Cllr. Turvey) | 10.20pm |
| To consider any update, litter/dog waste bin provision and actions relating to WNSC redevelopment plans/associated matters. | |
| 27. Highways, Verges and Drainage Matters (Cllr. Turvey/Clerk) | 10.25pm |
| To consider updates/reports on highway, verge and drainage matters, feedback from the Annual Parish Meeting and actions. | |
| 28. Parish Council Owned Lands (Cllr. Turvey) | 10.35pm |
| To receive update and consider any actions. | |
| 29. Parish Council Newsletter (Clerk) | 10.40pm |
| To consider autumn newsletter production. | |
| 30. Finance (Chairman) | 10.45pm |
| a. To consider payments to be made/confirmed as on list attached. | |
| b. To consider request for donation to the Norton Community Games on 11 th June | |
| 31. Correspondence for Information (Chairman/Clerk) | 10.55pm |
| The attached appendix of items will be available for inspection at the meeting. | |
| 32. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting (Clerk) | 11.00pm |
| 33. Items for update to local M.P. (Chairman) | |
| To consider any items for communication. | |
| 34. Councillors' reports and items for future agenda (Chairman) | |
| 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. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u> | |
| 35. Dates of next meeting | |
| Parish Council Meeting: 29th June 2017 | |

Signed

Jane Greenway

Mrs Jane Greenway

Clerk to Norton-Juxta-Kempsey Parish Council

19th May 2017

PLANNING APPLICATIONS – May 2017

Approvals

Granary House Barn, Hatfield Lane, Norton. Ref: W/17/00684/HP Single storey extension (amendment to W/16/00548/PP) and new window to rear elevation.

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. **To Malvern Hills DC Planning Committee meeting 31 May 2017.**
Amendment/Additional Information: Updated ecology summary May 2017

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

Cooksholme Farm, Wadborough Rd Littleworth. Ref W/17/00795/FUL General purpose agricultural building for storage of feed and equipment.

Internal Consultation – None

Other – None

Appeals

Planning appeal ref: APP/J1860/W/16/3165260:

Land adj. Pattann Bungalow, Abbotswood, Littleworth MHDC Ref: 16/00008/FUL 1 no. 4 bed house (Parish Council did not support the original application which was refused by Malvern Hills DC). Objection comments submitted to the Planning Inspector.