

## **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 28<sup>th</sup> October 2010 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**  
To consider applications received and appoint a co-opted 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 meetings of 30<sup>th</sup> September 2010.
- 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.
    - ii. Wychavon DC training
    - iii. Removal of No Parking signs from the lay by in High Park
    - iv. SWDP (formerly SWJCS) - see agenda item 7
    - v. Development of land adjacent to St. Peters Garden Centre - see agenda item 10
    - vi. Morganite Crucible Business Park – update on Liaison Group progress
  - c. Allotments (Cllr. Mrs. McGovern)
    - i. Flood alleviation work completed
    - ii. Update on plot preparation work and plot lettings
    - iii. Also see agenda item 14
  - d. Playing Fields (Cllr. Richmond/Clerk)  
Also see agenda item 15.
  - e. Public Rights of Way (Cllr. Turvey)
    - i. Right of Way crossing of Crookbarrow Road update
    - ii. Hedge Laying along part of Right of Way to the rear of Wadborough Road
  - f. Finance (Responsible Finance Officer)
    - i. Balances.
    - ii. Monthly accounts to 30<sup>th</sup> September accompany the agenda.
  - g. Parish Hall Management Committee (PHMC) (Cllr. Mrs. McGovern/Cllr. Lucas)
    - i. Treasurer's Reports to end of August and September 2010 to follow.
    - ii. Trade waste collection costs
    - iii. Also see agenda item 16
  - h. West Mercia Police (PC Sean Woods)
    - i. Update on anti-social behaviour at Norton Parish Hall
    - i. Parish Plan (Cllr. Turvey)
- 6. EnviroSort** (Cllr. Lucas)  
To receive an update on activities and agree any appropriate action.
- 7. South Worcestershire Development Plan (formerly SWJCS)** (Cllr. Turvey/Cllr. Mrs. McGovern/Cllr. Fincher/Mr. Dyer)  
To review and discuss the current position and to agree future activities.
- 8. Flooding Issues** (Cllr. Reeves/Cllr. Turvey/Clerk)  
To receive an update on proposed ditch re-instatement work and agree any costs in excess of Wychavon DC Flooding Grant.

- 9. Norton Pre-School Proposals** (Cllr. Lucas/Clerk)  
To consider the current position plus:
- a. Draft lease (to be provided at the meeting).
  - b. Site to relocate youth shelter (which is movable but will need a new roof)
- 10. Land adjacent to St. Peters Garden Centre** (Cllr. Turvey)  
To consider the current position regarding the development proposals and agree any further actions.
- 11. Old Barracks HQ** (Cllr. Turvey/Clerk)  
To consider the update regarding the current position.
- 12. Land Ownership** (Clerk)  
Update on progress.
- 13. Worcs Waste Core Strategy First Draft Submission Consultation** (Cllr. Fincher)  
To receive an update following review of the consultation document and approve the response (due by 9<sup>th</sup> November)
- 14. Allotments** (Cllr. Mrs. McGovern/Clerk)  
To consider quote for new sign for allotments gate.
- 15. Play Area/Playing Fields** (Clerk)
- a. To consider offer from Norton Toddlers to donate an item of equipment and install this at the play area at Norton Parish Hall
  - b. To consider the overall play area, redesign, replacement of equipment and funding
- 16. Parish Hall** (Cllr. Lucas/Cllr. Fincher/Cllr. Mrs. Hewison)
- a. To agree a new Parish Council representative to replace Cllr. Lucas on the PHMC.
  - b. To consider recommendations following review of the job description for the Parish Hall Manager.
- 17. Parish Council Newsletter** (Cllr. Mrs. McGovern/Clerk)  
To consider outstanding advertising fees and agree any further action.
- 18. Worcestershire Budgerigar Society** (Clerk)  
Update on storage request.
- 19. Photograph Archive** (Cllr. Bennett)  
Update on progress.
- 20. Parish Liaison Officer**  
To consider the suggestion made to appoint a Parish Liaison Officer as a point of contact for residents.
- 21. Parish Volunteer Group**  
To review the possibility of setting up a volunteer group.
- 22. Finance** (Cllr. Turvey/Clerk)
- a. To consider payments to be made/confirmed as on list attached.
  - b. To consider cost of Certificate in Local Council Administration (CiLCA) training for the Clerk
- 23. Correspondence for Information** (Cllr. Turvey/Clerk)  
The attached appendix of items will be available for inspection at the meeting.
- 24. Clerk's report on Urgent Decisions since the last meeting** (Clerk)  
Quotes agreed for following work:
- i. Clearance of brambles and overgrowth from around fruit trees in field next to Courtnellan, Wadborough Road
  - ii. Moving of 'Dogs on Leads' sign from allotments to inside the entrance to the field next to Coppice Cottage, Wadborough Road
  - iii. Replacement of 3 polycarbonate 'windows' in bus shelter Wadborough Road, Littleworth
- 25. Items for update to local M.P.** (Cllr. Turvey/Clerk)  
To consider any items for communication.
- 26. Councillors' reports and items for future agenda** (Cllr. Turvey/Clerk)  
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.
- 27. Date of Next Meeting**  
Parish Council meeting Thursday 25<sup>th</sup> November.

Signed

Jane Greenway, Clerk to Norton-juxta-Kempsey Parish Council.  
22<sup>nd</sup> October 2010