

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 23rd May 2019** 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. Signing of Undertakings and Declarations of Office following uncontested election**
- 5. Changes to membership**
- 6. Declarations of Interest**
 - a. Register of Interests: Councillors are reminded of the need to update their register of interests and to return their Register of Interests Form to the Monitoring Officer within 28 days of taking office.
 - 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 (2023) to all parish councillors who live within the parish, to enable them to participate in any discussion or vote on any matter concerning the setting of the council's budget and annual precept.
 - ii. To consider renewal of the dispensation granted to Cllr. Dawson and Cllr. Fincher to enable participation in discussions and votes concerning Parish Council matters relating to the Parish Hall (up to the next ordinary election (2023)).
 - iii. To consider renewal of the dispensation granted to Cllr. Turvey and Cllr Fincher 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 (up to the next ordinary election (2023)).
 - iv. To consider granting a dispensation to Cllr. Pollard, to enable participation in any discussion or vote on any matter concerning Worcester Norton Sports Club the potential developments on this site (up to the next ordinary election (2023)).
 - v. To consider granting a dispensation to Cllr. Pollard, to enable participation in any discussion or vote on any matter concerning Norton Croquet Club (up to the next ordinary election (2023)).
 - vi. To consider granting a dispensation to Cllr. Arrow, to enable participation in any discussion or vote on any matter concerning SWUE developments adjacent to Norton Road (up to the next ordinary election (2023)).
 - vii. To consider granting a dispensation to Cllr. Fincher, to enable participation in any discussion on any matter concerning Norton & Littleworth Royal British Legion (up to the next ordinary election (2023)).

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.
- 7. To consider and adopt Council's Standing Orders, Scheme of Delegation, Complaints Procedures and Financial Regulations** (previously circulated)
- 8. To note Code of Conduct** (previously circulated)
- 9. To consider areas of focus and agree allocation of areas of responsibility to Councillors**
- 10. To note the Council's Annual Risk Assessment and Insurance Requirements**
Previously circulated and agreed at the Council meetings 24 January and 28 March 2019.
- 11. To consider the Council's Grant Awarding Policy and Application Form** (Cllr Lucas)
- 12. Minutes** (Chairman)
 - a. To consider adoption of minutes of Parish Council meetings held 25 April 2019
 - b. Review of minute action summary

- 13. Progress reports for information** **8.15pm**
- 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 year end accounts process
 - iii. 2018/19 financial year end and annual audit process
 - iv. To agree date for an additional Parish Council meeting to consider the Council's accounts for the year ended 31/3/2019 and 2018/19 Annual Governance & Accountability Return
 - c. GDPR (Clerk/Cllr. Kelly)
 - d. West Mercia Police and PACT (Police/Cllr. Kelly)
 - e. St. James the Great Church, Norton (Rev. Badger)
- 14. Planning** (Cllr. Richmond/Chairman) **8.30pm**
- a. To consider report on current applications.
 - b. To consider W/17/01934/FUL compliance with planning conditions
 - c. To consider parishioner's feedback regarding W/18/01026/FUL sentry statue location
 - d. To consider naming of SWUE
- 15. Reports of Anti-Social Behaviour** (Chairman/Clerk) **8.45pm**
To consider update on anti-social behaviour matters.
- 16. Parish Hall Car Park Resurfacing** (Car Park Resurfacing Group) **8.55pm**
To consider update.
- 17. Parish Hall Recreation Facilities and Outside Space** (Clerk) **9.05pm**
To consider update including play area gate maintenance.
- 18. New Homes Bonus (NHB)/Community Legacy Grant (CLG) Funding** (Chairman) **9.15pm**
To consider projects suggested for NHB/CLG funding and update following CLG meeting.
- 19. Parish Council Website** (Chairman/Clerk) **9.20pm**
To consider update regarding development of new Parish Council website.
- 20. Norton Pre-school** (Chairman/Clerk) **9.25pm**
To consider update.
- 21. Worcester Parkway Station** (Chairman/Cllr. Turvey) **9.30pm**
To consider update/actions/feedback, including Parkway Active Travel Corridor proposals.
- 22. Southern Link Road Works & Crossing Points** (Chairman/Cllr. Turvey) **9.40pm**
To consider update and actions.
- 23. Open Space/Verge Maintenance, Highways, Drainage Matters** (Chairman) **9.45pm**
To consider updates/feedback including reports/feedback regarding speeding.
- 24. Parish Housing Needs Survey** (Chairman) **9.55pm**
To note results of Housing Needs Survey.
- 25. Neighbourhood Plan** (Cllr. Lucas) **10.00pm**
To consider update from working group including terms of reference and SWDP provisional housing numbers.
- 26. Employment Matters** (Chairman) **10.05pm**
To consider any updates, reports and actions, including review of procedures for carry forward/payment in lieu of holiday.
- 27. Allotments** (Cllr. Kelly) **10.10pm**
To consider update/actions.
- 28. Public Rights of Way** (Cllr. Turvey – Parish Paths Warden) **10.15pm**
To consider update and actions, including improvement/summer clearance of bridleway to Stonehall Common.
- 29. Bus Services** (Chairman/Clerk) **10.20pm**
To consider Councillor responsibility for bus services matters.
- 30. Parish Hall** (Cllr. Fincher – Parish Council Chairman & Chair of the Hall Trustees) **10.25pm**
To consider report from Parish Council representative.
- 31. Annual Parish Meeting – 1 May** (Chairman/Clerk) **10.35pm**
To consider feedback received and actions.
- 32. Best Kept Frontages Competition** (Chairman/Clerk) **10.40pm**
To consider revival of a Best Kept Frontages competition.
- 33. The Norton Worcestershire Regiment Group** (Chairman/Clerk) **10.45pm**
To consider update regarding Sentry statue project and funding.
- 34. Worcester Norton Sports Club** (Chairman) **10.50pm**
To consider any update/actions relating to WNSC redevelopment plans/associated matters.

- 35. Parish Council Owned Lands** (Cllr Lucas) **10.55pm**
To consider update and actions.
- 36. Superfast Broadband** (Cllr Waizeneker/Clerk) **11.00pm**
To consider correspondence and actions.
- 37. Environmental Matters** (Cllr Kelly) **11.05pm**
To consider environmental/sustainability matters in the Parish and under the Council's remit.
- 38. Finance** (Chairman) **11.15pm**
a. To consider payments to be made/confirmed.
b. To consider renewal of NALC Local Council Review annual subscription at a cost of £17.
- 39. Correspondence for Information** (Chairman/Clerk) **11.20pm**
Items of correspondence will be available for inspection at the meeting.
- 40. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk)
- 41. Items for update to local M.P.** (Chairman)
To consider any items for communication.
- 42. 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. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 43. Date of next meeting**
Parish Council meeting 27 June 2019

Signed

Jane Greenway

Mrs Jane Greenway
Clerk to Norton-Juxta-Kempsey Parish Council
17th May 2019

PLANNING APPLICATIONS – May 2019

Approvals

1 Hatfield Cottages, Mornington, Hatfield Lane. W/19/00440/HP Proposed detached double garage and extension to existing garden room. Parish supports subject to neighbours' views.

1 Hatfield Cottages, Mornington, Hatfield Lane. Ref: W/19/00443/HP Proposed first floor side extension. Parish supports subject to neighbours' views.

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. Additional Information Jan 2018: ecology update. Approved with s106 agreement outstanding.

Land adj. to Lobelia Close, Cranesbill Drive, Broomhall Green & A4440 Worcester City Ref: P13A061 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.

Internal Consultation

Land at Crookbarrow Road, Norton. Ref: W/19/01100/FUL Erection of a 2m high statue/sculpture of a WW1 British Soldier of the Worcestershire Regiment as approved under 18/01026/FUL to include change to path from footpath to statue to provide safer access.

Broomhall Way, (Southern Link Road A4440), Worcester Worcs CC Ref: 19/000021/ REG3 Proposed new cycle/footbridge to span Broomhall Way (Southern Link Road A4440) between the Ketch Roundabout and Norton Roundabout to provide a direct link between the existing housing and amenities at St Peters and a new development south of Broomhall Way (Part of Worcester South Urban Extension).

Land at (OS 8615 5190), Taylors Lane, Broomhall MHDC Ref: 19/00542/FUL Erection of two employment units (Class B1 (b and c), B2 and/or B8) together with access, parking, landscaping and associated works

Other – None

Broomhall Way, (Southern Link Road A4440), Worcester Worcs CC 19/000001/ REG3 Proposed new footbridge to span Broomhall Way (Southern Link Road A4440) between the Ketch Roundabout and Norton Roundabout to provide a direct link between the existing housing and amenities at St Peters and a new development south of Broomhall Way (Part of Worcester South Urban Extension). Parish supports with comments. WITHDRAWN BY APPLICANT