

## 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 27<sup>th</sup> April 2023** 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. As an alternative to attendance in person, please email any comments or questions for the Parish Council to the Parish Clerk in advance of the meeting. Email: [njparishclerk@aol.com](mailto:njkparishclerk@aol.com)

### Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Changes to membership**  
To consider any changes to membership.
- 3. 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.

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. Minutes (Chairman)** **7.55pm**
  - a. To consider adoption of the minutes of the Parish Council Meeting held on 30 March 2023
  - b. Review of minute action summary
- 5. Progress reports (for information, reporting by exception)** **8.10pm**
  - a. District Councillor Report (Cllr. Adams)
  - b. County Councillor Report (Cllr. Mrs Robinson)
  - c. Finance (Responsible Finance Officer)
    - i. Balances
    - ii. Monthly accounts/bank reconciliation - not available due year end accounts preparation
    - iii. 2022/23 financial year end process
  - d. GDPR (Clerk)
  - e. Social Media/Website Communications (Cllr Pollard)
  - f. West Mercia Police/PACT/Anti-social Behaviour (Police/Cllr Job)
  - g. St. James the Great Church, Norton (Rev. Badger)  
Including churchyard mowing update.
- 6. Elections – 6 May 2023 (Clerk)** **8.30pm**

To note Parish Council unopposed election result. Candidates to return expenses forms to Wychavon by 1 June 2023 (nil returns are required).
- 7. Apiary Project and Tranquillity Garden (Mr Perks/Cllr Fincher/Clerk)** **8.35pm**

To consider update.
- 8. Public Rights of Way (PRoW) (Cllr Fincher/Clerk)** **8.40pm**

To consider update and membership of the 2023/24 P3 Scheme.
- 9. Open Space/Verge, Highways and Drainage Matters (Cllr Fincher/Cllr Arrow/Clerk)** **8.45pm**

To consider update including Active Travel Corridor matters, repair of Barracks curtilage wall along Brockhill Lane, advertising rights attracting Business Rates and 2023/24 Lengthsman Scheme membership.
- 10. Norton Connector (Cllr Waizeneker)** **9.00pm**

To consider update and application to GWR Customer and Community Improvement Fund.
- 11. Sentry Statue Landscaping Proposals (Cllr Job)** **9.05pm**

To consider update.
- 12. Parish Defibrillators (Cllr Stafford)** **9.10pm**

To consider update regarding installation of defibrillator within the Brockhill area of the Parish.

- 13. Planning** (Cllr Richmond/Cllr Fincher/Cllr Waizeneker) **9.20pm**  
To consider report on current applications and other planning matters incl. those associated with the SWDP Review/Parkway Garden Town and the Neighbourhood Plan.
- 14. Parish Council Owned Land** (Cllr Fincher) **9.40pm**  
To consider update.
- 15. Allotments** (Cllr Richmond/Assistant Clerk) **9.45pm**  
To consider update.
- 16. Parish Hall Recreation Facilities and Outside Space** (Cllr Fincher) **9.50pm**  
To consider update incl. open air gym proposals, play area gates installation, maintenance/ replacement of broken slabs (Hall entrance), installation of new picnic benches and installation of an area of hardstanding to the rear of the MUGA for storage.
- 17. The King's Coronation** (Cllr Fincher) **10.00pm**  
To consider proposals.
- 18. Parish Hall** (Cllr Fincher – Parish Council Chairman & Chair of the Hall Trustees) **10.10pm**  
To consider Parish Council representative report including Charities Commission submissions.
- 19. Worcester Norton Sports Club/Worcester Norton Community Interest Company** **10.15pm**  
To consider update from Parish Council WNCIC representative (Cllr Fincher) and Community Legacy Grant funding matters.
- 20. Annual Parish Meeting 11 May 2023** (Cllr Fincher/Clerk) **10.25pm**  
To consider update on arrangements/preparations.
- 21. Employment Matters** (Chairman/Clerk) **10.30pm**  
To consider any matters/updates including carry forward of banked hours/holiday.
- 22. Parish Council Newsletter** (Clerk) **10.25pm**  
Items for the summer edition of the newsletter are required by 8 May
- 23. Finance** (Chairman/Responsible Finance Officer) **10.45pm**  
a. To consider payments to be made/confirmed.  
b. To consider annual Worcestershire CALC membership subscription.
- 24. Neighbourhood Plan Parish Aspirations Document** (Cllr Arrow/Cllr Pollard/Cllr Waizeneker)  
Next quarterly review due May 2023.
- 25. Correspondence for Information** (Chairman) **10.50pm**  
Items of correspondence will be available for inspection at the meeting.
- 26. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk)
- 27. Items for update to local M.P.** (Chairman)  
To consider any items for communication.
- 28. 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.
- 29. Date of next Parish Council Meeting**  
18 May 2023 – Annual Parish Council Meeting  
11 May 2023 – Annual Parish Meeting

Signed

*Jane Greenway*

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council  
20 April 2023

**PLANNING APPLICATIONS – April 2023**

	<b><u>Application</u></b>	<b><u>Description of Proposal</u></b>
<b><u>Approvals:</u></b>		
<b><u>Refusals:</u></b>		
<b><u>Awaiting Decision:</u></b>	1 and 2, Church Cottage, Church Lane, Norton W/22/00587/OUT	Outline application (with some matters reserved) for the construction of 2no. new dwellings. Parish Council supports in principle.
	Land off Broomhall Way Easting 385871, Northing 251879. Worcester City 22/00751/ FUL	Change of use of land to provide 10 permanent Travellers Pitches incl. the stationing of caravans for residential purposed with ancillary dayroom for each pitch plus associated access, parking, landscaping, engineering and infrastructure works
	Land at (Os 8785 5016), Hatfield Lane, Norton W/22/02008/OUT	Outline planning application for residential development of up to 3 self/custom-build dwelling houses, access and associated works. Parish Council objects.
	Land At (Os 9017 5117), Mucknell Farm Lane, Stoulton W/22/01955/FUL	Development of a 1MW solar farm and associated infrastructure. Parish Council objects.
	2 Oak Cottage, Brockhill Lane W/22/02626/HP	Second storey side extension & single storey rear extension. Parish Council supports.
	Winnells Farm, Church Lane, Norton W/23/00308/FUL	Change of use from agricultural field to domestic curtilage. Parish Council supports.
	Winnells Farm, Church Lane, Norton W/23/00342/FUL	Conversion of annexe building to 3 bed family home and creation of new dwelling. Parish Council objects.
	Norton House Farm, Woodbury Lane, Norton W/22/01543/FUL	Conversion of barns/storage buildings to 3 No. dwellings and construction of a domestic car garage and bin store. Parish Council objects.
<b><u>Internal Consultation:</u></b>		
<b><u>Other:</u></b>		