

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 22nd February 2024 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. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. 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)** **7.50pm**
 - a. To consider adoption of minutes of the Parish Council Meeting held on 22 January 2024
 - b. Review of minute action summary
- 5. Progress reports (for information, reporting by exception)** **8.05pm**
 - a. District Councillor Report (Cllr Adams and Cllr Mrs Turier)
 - b. County Councillor Report (Cllr Mrs Robinson)
 - c. Finance (Responsible Finance Officer)
 - i. Balances
 - ii. Monthly accounts/bank reconciliation to 31 January 2024
 - d. Social Media/Website Communications (Cllr Pollard)
 - e. West Mercia Police/PACT/Anti-social Behaviour (Police/Cllr Job)
 - f. St. James the Great Church, Norton. Also see item 13 - churchyard mowing.
- 6. Consultation: Draft recommendations for new divisions, division boundaries, and division names for Worcestershire County Council**

To consider Local Government Boundary Commission for England draft recommendations and agree response (closing date 18 March)
- 7. Community Apiary (Apiary Group)** **8.25pm**

To consider update and actions.
- 8. Parish Green Spaces Working Group/Biodiversity Matters (Cllr Fincher)** **8.30pm**

To consider update from working group, actions/quotes including WCC Local Nature Recovery Strategy and outcome of grant funding application(s) for field fencing/gate work, apiary field maintenance and improvements to Littleworth to Stonehall Common bridleway.
- 9. Wychavon DC Community Legacy Grants (CLG) 2024 (Cllr Fincher)** **8.40pm**

To consider update on submission of expressions of interest (close midday 20 February).
- 10. Public Rights of Way (PRoW) (Cllr Fincher/Clerk)** **8.45pm**

To consider update including Parish Paths Warden report.
- 11. Open Space/Verge, Highways and Drainage Matters (Cllr Fincher/Cllr Arrow/Clerk)** **8.50pm**

To consider updates incl. Active Travel Corridor (ATC) matters, Barracks curtilage wall repairs, Littleworth drainage issues, WCC Wadborough Road parking restriction proposals, purchase of outdoor gym equipment (Tesco Community Grant funded), Gazala Drive grass verge maintenance work (Persimmon Homes) and measures to deter delivery vans driving on the Gazala Drive grass verge.
- 12. Norton Connector (Cllr Waizeneker)** **9.00pm**

To consider update.
- 13. Churchyard Mowing – St James, Norton (Cllr Fincher/Clerk)** **9.05pm**

To consider 2024 mowing arrangements.

- 14. Employment Matters** (Chairman/Clerk) **9.10pm**
To consider the exclusion of the public and press in the public interest for consideration of personnel matters.
- 15. Planning** (Cllr Richmond/Cllr Fincher/Cllr Waizeneker) **9.30pm**
a. To consider report on current applications.
b. To consider other planning matters (incl. those associated with the SWDP Review/Parkway Garden Town proposals).
c. To consider response to WCC Revised Planning Validation Document consultation (closing date 11 March).
- 16. Parish Council Owned Land** (Cllr Fincher/Clerk) **9.40pm**
To consider update and quote for smaller items of tree work.
- 17. Allotments** (Cllr Richmond/Assistant Clerk) **9.45pm**
To consider update.
- 18. Parish Defibrillators** (Cllr Stafford) **9.50pm**
To consider update regarding defibrillator installation and signage quotes.
- 19. Parish Hall Recreation Facilities and Outside Space** (Cllr Fincher) **9.55pm**
To consider update incl. playing field drainage proposals/quotes (baseball area), slab maintenance, Hall rainwater outflow system, Sovereign Play inspection report and management of mole population.
- 20. Parish Hall** (Cllr Fincher – Parish Council Chairman & Chair of the Hall Trustees) **10.05pm**
To consider report including 2022/23 Charity Commission submission.
- 21. Worcester Norton Sports Club/Worcester Norton Community Interest Company** **10.10pm**
To consider update from Parish Council WNCIC representative (Cllr Fincher) including outdoor gym proposals and submission of application for re-listing as an Asset of Community Value.
- 22. Annual Parish Meeting 9 May 2024** (Clerk) **10.15pm**
To consider format of meeting, invitees and general arrangements.
- 23. Consultation on Draft Revised Statement of Licensing Policy (2024-2029)** **10.20pm**
To consider response to WDC consultation (closing date 5 April).
- 24. Martyn's Law** (Chairman/Clerk) **10.25pm**
To consider guidance relating to activities on/in Parish Council owned land/property (as guidance evolves) and to respond to Home Office consultations once available.
- 25. Sentry Statue Landscaping** (Cllr Job) **10.30pm**
To consider update on future work.
- 26. Neighbourhood Plan/Parish Aspirations Document** (Cllr Arrow/Cllr Pollard/Cllr Waizeneker) **10.35pm**
To receive update (quarterly review of Parish Aspirations document due February 2024).
- 27. Policies** (Chairman/Clerk) **10.35pm**
To consider Safeguarding Policy adoption.
- 28. Finance** (Chairman/Responsible Finance Officer) **10.40pm**
To consider payments to be made/confirmed.
- 29. Correspondence for Information** (Chairman) **10.45pm**
Items of correspondence will be available for inspection at the meeting.
- 30. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk)
- 31. Items for update to local M.P.** (Chairman)
To consider any items for communication.
- 32. 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.
- 33. Date of next meeting**
21 March 2024

Signed

Jane Greenway

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council
15 February 2024

PLANNING APPLICATIONS – February 2024

	<u>Application</u>	<u>Description of Proposal</u>
<u>Approvals:</u>	Norton Hall Lodge, Persnore Road, High Park W/23/01642/HP	Loft conversion with rear dormer, infill of canopy areas with internal alterations and front boundary wall with new gate.
	Worcester Norton Sports Club, Brockhill Lane W/23/02557/FUL & W/23/02555/LB	Proposed refurbishment of clubhouse building including internal and external alterations to form multi-use community space, refurbishment of existing cricket changing rooms (including partial demolition) to form new changing and gym facilities, the construction of a tarmac MUGA, and relocation of existing car parking (Resubmission of W/22/02608/LB to allow removal of condition 5 and rewording of condition 3 to permit double glazing) and (Permission W/22/02607/FUL - removal of condition 5). Parish Council supports.
	Old Brickworks, Church Lane, Norton W/23/02450/FUL	Proposed vehicle inspection building (Retrospective). No comments submitted.
	Merryfield House, Woodbury Park, Norton W/23/02577/FUL	Proposed construction of detached single storey dwelling, access and garaging. (Variation of condition 2 Ref 19/01546/FUL). No comments submitted.
<u>Refusals:</u>	Land At (Os 8785 5016), Hatfield Lane, Norton W/23/02506/FUL	Proposed live/work unit. Parish Council objects.
<u>Awaiting Decision:</u>	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.
	Retreat Inn, Woodbury Lane, Norton W/23/01207/FUL	Replacement barn and 3 no. 1 bedroomed log cabins and 4 no. touring bays, 2 no. tent bays and a toilet block. Parish Council objects.
	Land At (OS 8659 5192), Yew Tree Court, Norton Road, Norton W/23/01836/FUL	Construction of 2 No. dwellings. Parish Council comments submitted.
	Willow Barn, The Nook, Wadborough Road, Littleworth W/23/02499/FUL	Substitution of house type as approved under planning permission reference W/22/01321/FUL - addition of 3 photovoltaic panels to the outshot roof of proposed Barn 1 dwelling. No comments submitted.
	Cooksholme Farm, 3 Wadborough Road, Littleworth W/23/02520/FUL	Conversion of 3 agricultural buildings to residential dwellings, erection of 4 new dwellings, change of use of agricultural land to residential use, partial demolition of agricultural buildings. (Variation of condition 2 Ref 17/00972/FUL). No comments submitted.
	Properties 1 and 2, Church Cottages, Church Lane, Norton, W/23/02496/FUL	Creation of 2no. Detached Bungalows. Comments submitted without support or objection.
<u>Internal Consultation:</u>	None	
<u>Other:</u>	None	