

## **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 21<sup>st</sup> July 2011 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. Signing of Outstanding Undertakings and Declarations of Office following uncontested election.**
- 3. Changes to Membership**  
Update on co-opted Parish Councillor vacancy.
- 4. 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).
- 5. Minutes:** To consider adoption of minutes of the Parish Council meeting held on 30<sup>th</sup> June 2011.
- 6. Progress reports for information**
  - a. District and County Councillor Report (Cllr. R.C. Adams)
  - b. Planning (Cllr. Richmond/Clerk)
    - i. Current Applications - details accompany the agenda.
    - ii. SMH operating hours – to consider update from Wychavon DC
    - iii. Morganite Crucible Business Park – update on Liaison Group progress
    - iv. Also see agenda items 9, 10 and 13.
  - c. Allotments (Cllr. Mrs. McGovern)
  - d. Playing Fields (Cllr. Richmond/Clerk)
    - i. Also see agenda items 16 and 17.
  - e. Public Rights of Way (Cllr. Turvey/Clerk)
  - f. Finance (Responsible Finance Officer)
    - i. Balances.
    - ii. Monthly accounts to 30<sup>th</sup> June 2011 to follow prior to the meeting.
  - g. West Mercia Police (PC Woods/CSO Allchurch)
  - h. Parish Plan (Cllr. Turvey/Cllr. Sparling)
  - i. EnviroSort (Cllr. Lucas)
    - i. Update on exit sign query
- 7. Standing Orders, Financial Regulations, Complaints Procedure and Scheme of Delegation**  
Update from working group on progress/recommendations for consideration.
- 8. Review of Polling District and Polling Places within Wychavon District Council**  
To consider and agree any comments to be submitted for this consultation (information to be circulated prior to the meeting and comments required by 5<sup>th</sup> August).
- 9. New Homes Bonus Consultation**  
To consider and agree any comments to be submitted to Wychavon DC for this (information previously circulated and comments required by 12<sup>th</sup> August).
- 10. South Worcs Development Plan** (Cllr. Turvey/Cllr. Mrs. McGovern/Cllr. Fincher/Mr. Dyer)  
To review/discuss the current position and to agree future activities.
- 11. Flooding Issues** (Mr. Reeves/Clerk)
  - a. To receive an update on ditch re-instatement work proposed in the field managed by Natural England, to consider proceeding and to agree costs in excess of Wychavon DC Flooding Grant.
  - b. To receive an update on proposals by Worcs CC for additional flood alleviation measures
- 12. Norton Pre-School Proposals** (Cllr. Lucas/Clerk)  
To consider the current position and agree any outstanding items.
- 13. Land adjacent to St. Peters Garden Centre** (Cllr. Turvey/ Cllr. Richmond/Cllr. Reeves)  
To consider the current position regarding the development proposals and agree any further actions.
- 14. PAYE Registration of the Parish Council** (Cllr. Turvey/Cllr. Mrs McGovern/Cllr. Lucas/Clerk)

- a. To consider any outstanding issues.
  - b. To consider PAYE requirements for handymen, litter pickers etc.
- 15. Parish Clerk Contract** (Cllr. Turvey/Cllr. Mrs McGovern/Cllr. Lucas)  
To consider NALC comments on the draft Clerk's contract, working group recommendations and how to progress.
- 16. Parish Hall Recreation Facilities** (Cllr. Richmond/Cllr. Turvey/Clerk)  
To consider any update from Wychavon DC regarding the multi-play sports facility.
- 17. Playing Field Hire** (Clerk)  
To consider requesting a refundable deposit from the regular adult football team and agree a figure.
- 18. Bus Service Review** (Cllr. Sparling/Clerk)  
To consider any update and actions required.
- 19. Traffic Calming Measures in Littleworth** (Chairman /Clerk)  
To receive an update on availability of the mobile shared speed activated sign, the 20 mph 'school' zone and revised road markings.
- 20. Churchyard Car Park**  
To consider the planning approval landscaping requirements for the Churchyard car park and any action required to ensure that these are met.
- 21. Allotments**  
To consider erection of an 8' x 4' wooden shed on allotment 38A.
- 22. Land Ownership** (Clerk)  
Update on progress.
- 23. Newsletter** (Cllr. Mrs. McGovern/Clerk)  
To consider costs for articles placed that relate to business purposes.
- 24. Finance** (Chairman)
  - a. To consider payments to be made/confirmed as on list attached.
- 25. Correspondence for Information** (Chairman /Clerk)  
The attached appendix of items will be available for inspection at the meeting.
- 26. Clerk's report on Urgent Decisions since the 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 Meeting:** Thursday 29<sup>th</sup> September.

Signed

Jane Greenway, Clerk to Norton-juxta-Kempsey Parish Council.  
11<sup>th</sup> July 2011