

## **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 29<sup>th</sup> November 2012 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** **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.
  - 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  
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.
  - d. Dispensation requests: To consider granting a dispensation up to the next ordinary election (2015) 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.
- 4. Minutes:** To consider adoption of minutes of the Parish Council meeting held on 25<sup>th</sup> October 2012
- 5. Progress reports for information** **7.55pm**
  - a. District and County Councillor Report (Cllr. R.C. Adams)
  - b. Planning (Cllr. Richmond/Cllr. Turvey/Clerk)
    - i. Current Applications - details accompany the agenda.
    - ii. Also see agenda items 7,8, and 9
  - c. Allotments (Cllr. Mrs. McGovern)  
Also see agenda item 17
  - d. Playing Fields/Play Area (Cllr. Richmond/Clerk)  
Also see agenda items 14 &15
  - e. Public Rights of Way (Cllr. Turvey)
  - f. Finance (Responsible Finance Officer)
    - i. Balances
    - ii. Monthly accounts to 31<sup>st</sup> October 2012 (circulated separately)
  - g. West Mercia Police (PC Woods/CSO Allchurch)
  - h. Parish Plan (Cllr. Turvey)
  - i. EnviroSort
- 6. 2013/14 Budget and Precept** (Cllr. Turvey/Responsible Finance Officer) **8.10pm**
  - a. To consider the draft budget and precept for 2013/14 (circulated separately) and Wychavon DC/CALC advice regarding 'excessive' increases
  - b. To consider quotes for: mowing of the playing field, churchyard mowing, mowing of the large grass verges at Norton and mowing of the small grass verges at Norton
- 7. South Worcs Development Plan** (Cllr. Turvey/Cllr. Mrs. McGovern/Cllr. Fincher/Mr. Dyer) **8.20pm**

To consider the current position, the outcome of Malvern Hills DC meeting and the implications of this, any associated proposals and to agree future activities.
- 8. Land adjacent to St. Peters Garden Centre** (Cllr. Turvey) **8.30pm**

To consider the current position regarding the development, a new residents' pack including information from the Worcestershire Regiment, any outstanding issues and agree actions.
- 9. Woodbury Lane Development Proposals** (Cllr. Turvey) **8.40pm**

To consider residents' feedback, information from the planning consultant, response from Wychavon DC and to agree Parish Council response and future actions.
- 10. Flooding Issues** (Cllr. Turvey /Clerk) **8.50pm**
  - a. To consider any update on proposals by Worcs CC for additional flood alleviation measures.

- b. To consider update on Severn Trent sewerage scheme proposals and agree actions.
- 11. Norton Pre-School** (Cllr. Turvey/Clerk) **9.00pm**  
Update on extended opening and billing of services by Norton Parish Hall.
- 12. Employment Matters** (Cllr. Turvey/Cllr. Fincher/Clerk) **9.05pm**  
Update regarding litter picker appointment, purchase of equipment and volunteer activities.
- 13. Parish Clerk Contract** (Cllr. Turvey/Cllr. Mrs McGovern) **9.10pm**  
To consider NALC comments on draft contract, working group recommendations & how to progress to sign off contract.
- 14. Parish Hall Recreation Facilities** (Clerk) **9.15pm**  
To consider update from the Play Area Working Group regarding play area redevelopment, multi-play sports facility and skate/bmx facility.
- 15. Parish Hall Car Park/Grounds/Outside Space** (Clerk) **9.20pm**  
a. Update on Dog Warden patrols and consider any other suitable areas for exercising of dogs  
b. To consider a request for additional/improved car park lighting
- 16. Parish Hall** (Cllr. Fincher/Clerk) **9.30pm**  
To consider:  
a. Update from Parish Councillor landlord representative  
b. Report following working group discussions of the existing Parish Hall lease and trust deed and advice from CALC (circulated separately) and to consider proposals to include Parish Councillors becoming members of the Hall Management Committee and Hall Charity Trustees  
c. Breakdown of insurance costs and consideration of a contribution towards building insurance cost  
d. Update re CCTV proposals
- 17. Allotments** (Cllr. Mrs McGovern/Clerk) **9.45pm**  
a. To consider allotment rents for future split plots to ensure these cover admin costs e.g. billing.  
b. To consider update re maintenance of allotments hedge (site opposite the Parish Hall).
- 18. Grass Bank Salamanca Drive** **9.50pm**  
To consider update regarding valuation progress and agree actions required.
- 19. Church Lane Parking** (Cllr. Fincher/Cllr. Mrs McGovern/Clerk) **9.55pm**  
To consider update regarding livery yard remote activated gate options and Police assistance/advice.
- 20. Faster Broadband** (Clerk) **10.00pm**  
To consider correspondence received re faster broadband, WCC consultation and grass roots activity.
- 21. Churchyard Notice Board** (Clerk) **10.05pm**  
To consider the proposal for a new Church notice board to be installed in the churchyard at St. James Church, Norton and to agree comments to the PCC (details of the notice board circulated separately).
- 22. Wychavon Diamond Jubilee Community Recognition Award** (Clerk) **10.10pm**  
To consider nominations (to be submitted by 4<sup>th</sup> January 2013).
- 23. Parish Council Logo** **10.15pm**  
To consider update regarding costs and development of logo.
- 24. Finance** (Chairman) **10.20pm**  
a. To consider payments to be made/confirmed as on list attached.  
b. To consider a donation to the Poppy Appeal in connection with the Remembrance Service Wreath.  
c. To consider a donation to the Norton Theatre Group to support the 2013 parish pantomime.
- 25. Correspondence for Information** (Chairman /Clerk) **10.25pm**  
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) **10.30pm**
- 27. Items for update to local M.P.** (Chairman) **10.35pm**  
To consider any items for communication.
- 28. Councillors' reports and items for future agenda** (Chairman) **10.40pm**  
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. Dates of 2013 meetings:** 31<sup>st</sup> January, 28<sup>th</sup> February, 28<sup>th</sup> March, 25<sup>th</sup> April, 31<sup>st</sup> May (half term), 27<sup>th</sup> June, 18<sup>th</sup> July, 26<sup>th</sup> September, 31<sup>st</sup> October and 28<sup>th</sup> November. Annual Parish Meeting: 9<sup>th</sup> May.

Signed

Mrs Jane Greenway  
Clerk to Norton-juxta-Kempsey Parish Council  
22<sup>nd</sup> November 2012