

## To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Thursday 26<sup>th</sup> September 2013 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**  
To consider any changes to membership and applications received for the Parish Councillor vacancy.
- 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.
- 4. Minutes:** To consider adoption of minutes of the Parish Council meeting held on 18<sup>th</sup> July 2013
- 5. Progress reports for information** **8.00pm**
  - a. District and County Councillor Report (Cllr. R.C. Adams)
  - b. Planning (Cllr. Richmond/Clerk) - Also see agenda items 7, 8, 9 and 10
    - i. Current Applications - details accompany the agenda.
    - ii. SMH Fleet Holdings vehicle movements/planning conditions
    - iii. Revised Wychavon DC planning procedures including Parish Council dedicated public speaking slot at Wychavon Planning Meetings and changes to the provision of hard copies of planning applications
  - c. Allotments (Cllr. Mrs. McGovern) - Also see agenda item 16
  - d. Playing Fields/Play Area (Cllr. Richmond/Clerk) - Also see agenda items 13, 14 and 15
  - e. Public Rights of Way (Cllr. Turvey)
  - f. Finance (Responsible Finance Officer)
    - i. Balances and s137 expenditure
    - ii. Monthly accounts and bank reconciliation to 31<sup>st</sup> August 2013 (circulated separately)
    - iii. Closure of audit: No matters highlighted for attention by Grant Thornton UK LLP as external auditor.
  - g. West Mercia Police (PCSO Allchurch/PCSO Julie Pardoe)
  - h. Parish Plan (Cllr. Turvey)
  - i. EnviroSort (Cllr. Bennett)
- 6. Parish Council Workload** (Cllr. Turvey) **8.15pm**  
To consider Parish Council work load and agree priorities.
- 7. Proposed Development on old Regiment HQ Site** (Cllr. Turvey) **8.20pm**
  - a. To consider the current situation and agree any future actions.
  - b. To consider correspondence from Wychavon DC regarding the Parish Council representation at the Planning Committee meeting on 15<sup>th</sup> August and post meeting discussions with a representative of Rooftop Housing
- 8. South Worcs Development Plan and Associated Matters** (Cllr. Turvey/Cllr. Fincher/Cllr. Mrs McGovern/Mr. Dyer) **8.30pm**  
To consider the current position, Community Development Trust update, Community Asset update, Ketch roundabout superstore proposals and future activities.
- 9. Land adjacent to St. Peters Garden Centre** (Clerk) **8.35pm**  
To consider the current position, adoption matters (including the wider Brockhill area), play area completion, roundabout/pedestrian crossing work, any outstanding issues and agree actions.

- 10. Wychavon New Local Enforcement Plan** (Cllr. Turvey/Clerk) **8.40pm**  
To consider and agree whether to submit a response to Wychavon DC regarding the new Local Enforcement Plan (papers previously circulated). Comments due by 18<sup>th</sup> October.
- 11. Flooding Issues** (Cllr. Turvey/Clerk) **8.45pm**
- a. To consider update on Worcs CC flood alleviation proposals and any outstanding matters.
  - b. To consider current position re Severn Trent sewerage scheme proposals, feedback from residents, draft Heads of Terms, land registration work progress, any other outstanding/associated items and agree how to progress. See agenda item 13 for car park tarmacking proposals and agenda item 14 for Parish Hall and Pre-school connection proposals.
  - c. Update re Littleworth Network Rail ditch maintenance
- 12. Employment Matters** (Clerk) **9.00pm**  
To consider any outstanding matters.
- 13. Parish Hall Recreation Facilities** (Clerk) **9.05pm**  
To consider update from the Play Area Working Group regarding play area redevelopment, multi-play sports facility and skate/bmx facility and agree future activities/actions.
- 14. Parish Hall Car Park/Grounds/Outside Space** (Clerk/Cllr. Fincher/Cllr. Turvey) **9.10pm**
- a. To consider progress with car park tarmacking proposals, the area to be tarmacked, project budget and funding.
  - b. To consider the need for 2 football pitches and possible alternative uses for one pitch.
  - c. To consider request for youth team (u14s and u18s) to play on Sunday mornings alongside adult team
- 15. Parish Hall** (Cllr. Fincher/Cllr. Dawson/Clerk) **9.15pm**  
To consider:
- a. Update from Parish Councillor landlord representative.
  - b. Update and suggested actions relating to the septic tank drainage issues.
  - c. Quotes, update and actions regarding mains sewerage connection for the Parish Hall and Norton Pre-school.
  - d. Suggestions for alternative car parking during the period of the STW works.
  - e. To consider request for reimbursement of £90 soakaway/septic tank jetting costs undertaken 14<sup>th</sup> June
- 16. Allotments** **9.25pm**
- a. To receive an update following a meeting with tenants about allotment fencing and to consider this proposal further.
  - b. To consider reports of rats, suggestions to alleviate the problem and quotes.
  - c. To consider removal of the informal 'stile' from the rear of the allotments into the field behind and installation of a sign advising walkers that this route to the field is not a Public Right of Way and that dogs must be kept on leads in the field due to livestock grazing.
- 17. Wychavon Allotment Land, Rear of Coronation Cottages, Littleworth** **9.35pm**  
To consider the situation relating to the Wychavon allotment land in Littleworth including acquisition by the Parish Council.
- 18. Maintenance Work** (Clerk) **9.45pm**
- a. To receive update re churchyard mowing.
  - b. To consider quote for flag pole bracket and installation
  - c. To consider quote to repair Parish Hall fence following vehicle collision
  - d. To consider quotes for weed spraying at the Parish Hall and at sites at Norton
  - e. To consider the need for contractors to hold a strimmer certificate
- 19. Highways Matters** (Clerk) **9.55pm**
- a. To consider update regarding speed management along Talavera Road, Norton.
  - b. To consider Crookbarrow Road safety concerns
  - c. To consider reports of horse mess on pavements/footpaths (Church Lane and Wadborough Road)
  - d. To consider making a request for installation of central white lines along Woodbury Lane, particularly on the section including the sharp bends
- 20. School Transport Post 16** (Cllr. Fincher) **10.05pm**  
Update regarding extension of funding of school transport to age 17 following the change in the law regarding the school/education leaving age.
- 21. Grass Bank Salamanca Drive** (Clerk) **10.10pm**  
To consider advice received, resident's concerns, owner's maintenance plans and proposal for acquisition of this parcel of land (summary previously circulated to councillors)
- 22. Coppice Cottage Boundary** (Clerk) **10.20pm**  
To consider land surveyor Parish Hall site boundary plan and agree how to progress.

- 23. Dog Walking** **10.25pm**  
 a. To consider suggestions for dog walking areas within the Parish  
 b. To consider installation of a dog waste bin along Salamanca Drive, Norton
- 24. Hartlebury Waste Incinerator** **10.30pm**  
 To consider correspondence from Hartlebury Parish Council (previously circulated) and agree any response/actions.
- 25. New Homes Bonus (NHB)** **10.35pm**  
 Update on the NHB and future allocations
- 26. West Mercia Police** **10.40pm**  
 To consider response to the annual survey by the West Mercia Police & Crime Commissioner.  
 Deadline for comments 27<sup>th</sup> September (papers previously circulated).
- 27. Finance (Chairman)** **10.45pm**  
 a. To consider payments to be made/confirmed as on list attached.  
 b. To consider a donation towards printing and distribution costs to support the West Mercia Wychavon 'Bobby Club' for children.  
 c. To consider renewal of the Open Spaces Society membership at a cost of £45 pa
- 28. Correspondence for Information (Chairman /Clerk)** **10.50pm**  
 The attached appendix of items will be available for inspection at the meeting.
- 29. Clerk's report on Urgent Decisions since the last meeting (Clerk)** **10.55pm**
- 30. Items for update to local M.P. (Chairman)** **11.00pm**  
 To consider any items for communication.
- 31. Councillors' reports and items for future agenda (Chairman)** **11.05pm**  
 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.
- 32. Date of next Parish Council meeting: 31<sup>st</sup> October 2013**

Signed

*Jane Greenway*

Mrs Jane Greenway  
 Clerk to Norton-juxta-Kempsey Parish Council  
 19<sup>th</sup> September 2013

## PLANNING APPLICATIONS – Sept 2013

### Approvals

**Regimental HQ, Crookbarrow Road**  
**Ref: W/13/00858** Erection of 10 no. affordable dwellings comprising of a mixture of 1 and 2 bedroom flats and 3 bedroom houses. Parish does not support in the current format.

**Woodhall, Pershore Road,  
High Park. Ref: W/13/01169** Renovation and extension of existing dwelling to include part conversion of adjoining redundant agricultural building along With the demolition of existing steel framed agricultural structures. Parish supports subject to conditions.

Refusals - None

### Awaiting Decision

**Norton Parish Hall**  
**Worcs CC Ref: 13/000028/CM** Severn Trent Water proposed new sewage pumping station required in connection with the first time sewerage. Parish supports subject to neighbours' views being fully considered.

**Land to the south of the City of  
Worcester, Bath Road.**  
**Ref: W/13/00565/OUT** 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.

**Worcester Norton Sports Club**  
**Ref: W/13/01500** Erection for new firing range shelter in timber with profiled metal roof along with formation of raised backstops (butts) to target areas. Parish does not support.

**Norton Grange, Hatfield Lane**  
**Ref: W/13/01259 & 1260** Conversion of lower ground floor store room, stable and garage into ancillary accommodation and replacement of a timber outbuilding with a new garage and stable with storage over. Parish does not support.

**The White Cottage,  
50 Wadborough Road, Littleworth**  
**Ref: W/13/01537** Demolition of existing single storey side extension and erection of two storey and single storey side extension. Parish concerns noted.

**Broomhall Grange, Norton Road,  
Ref: Broomhall**  
**Malvern Hills DC 13/00710/OUT** Outline application for residential development (illustrative scheme of 37 dwelling units), with all matters reserved except for access. Parish does not support.

### Internal Consultation

**Norton Grange, Hatfield Lane**  
**Ref: W/13/01825** Change of use to cattery and erection of a single storey, mono pitch rectangular building and a single storey timber clad garden shed

Other - None