

To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the Annual Meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on **Tuesday 20th May 2014 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. Election of Chairman and Signing of Undertaking and Declaration of Office** **7.45pm**
- 2. Apologies: To receive apologies and to approve the reason for absence**
- 3. Election of Vice-Chairman and Signing of Undertaking and Declaration of Office.**
- 4. Changes to Membership**
To consider any changes to membership.
- 5. 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.
 - 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.
- 6. To consider and adopt Council's Standing Orders, Scheme of Delegation, Complaints Procedures and Financial Regulations** (previously circulated)
- 7. To note Code of Conduct** (previously circulated)
- 8. To consider areas of focus and agree allocation of areas of responsibility to Councillors**
- 9. To note the Council's Risk Assessment and Insurance Requirements** (previously circulated and agreed at the Parish Council meetings 23rd January and 13th March)
- 10. Minutes:** To consider adoption of minutes of the Parish Council meetings held on 13th March and 24th April 2014
- 11. Progress reports for information** **7.55pm**
 - a. District and County Councillor Report (Cllr. R.C. Adams)
 - b. Planning (Cllr. Richmond/Clerk) - Also see agenda items 13, 14, 15, 16 and 17
 - i. Current Applications - details accompany the agenda.
 - c. Allotments (Cllr. Mrs. McGovern)
 - d. Playing Fields/Play Area (Cllr. Richmond/Clerk) - Also see agenda items 21 and 22
 - e. Public Rights of Way (Cllr. Turvey)
 - f. Finance (Responsible Finance Officer)
 - i. Balances and s137 expenditure
 - ii. Monthly accounts/bank reconciliation not available due to preparation of year end accounts.
 - iii. Annual audit process – see agenda item 12
 - g. West Mercia Police (PCSO Julie Pardoe/PC Woods)
 - h. Parish Plan (Cllr. Turvey)
 - i. EnviroSort (Cllr. Bennett)
- 12. Year End Accounts and Annual Return** (Clerk) **8.10pm**
To approve and sign off the accounts for the year ended 31st March 2014 and the Annual Return.
- 13. Development of old Regiment HQ Site** (Cllr. Fincher) **8.15pm**
To consider the current situation and agree any future actions.
- 14. South Worcs Development Plan and Associated Matters** (Cllr. Turvey/Cllr. Fincher) **8.20pm**
To consider the current position including the Welbeck and St. Modwen outline planning applications, Ketch roundabout proposals, Norton Road traffic calming measures, timing of a Parish public meeting re SWDP update and other activities.
- 15. Development on Land adjacent to St. Peters Garden Centre** (Cllr. Turvey/Clerk) **8.30pm**
To consider the current position, adoption matters, play area completion, roundabout/pedestrian crossing work, highway signage, bus shelter replacement and agree actions.
- 16. Worcester Parkway Station** (Cllr. Turvey) **8.40pm**
To consider the current situation, update from Worcs CC meeting dates and agree any activities.

- 17. Proposed Developments along Woodbury Lane, Norton** (Cllr. Turvey) **8.50pm**
To consider any update on proposals and a further response.
- 18. Severn Trent Sewerage Scheme** (Working Group/Clerk) **8.55pm**
To consider current position re Severn Trent sewerage scheme proposals, contract provision, area of land for initial registration, land registration progress, new access to allotment land opposite Parish Hall plus any other outstanding/associated items and agree how to progress.
- 19. Employment Matters** (Cllr. Fincher) **9.05pm**
To consider employment of a groundsman for the Parish Hall site.
- 20. VAT Procedures** (Clerk/Cllr. Turvey) **9.15pm**
To receive an update on the VAT procedures review and suggested clarification from HMRC.
- 21. Funding of Proposed Capital Projects** (Cllr. Turvey) **9.20pm**
To further consider Parish Council use of reserves, New Homes Bonus funding, s106 funding and other funding due (e.g. STW land sale proceeds) and specific allocations to proposed capital projects.
- 22. Parish Hall Recreation Facilities** (Cllr. Dawson/Clerk) **9.25pm**
To consider update regarding play area redevelopment, multi-play sports facility and skate/bmx facility, design, costs, funding opportunities, VAT situation, implications of the project being in the name of the Parish Hall and agree future activities/actions.
- 23. Parish Hall Car Park/Grounds/Outside Space** (Working Group) **9.35pm**
To consider update regarding car park tarmacking proposals.
- 24. Parish Hall** (Cllr. Fincher/Cllr. Dawson) **9.40pm**
To consider update from landlord representative following Annual Meeting and any required actions.
- 25. Worcester Norton Sports Club** (Cllr. Turvey/Cllr. Fincher/Cllr. James) **9.50pm**
To consider update regarding WNSC plans to redevelop the Club on its current site, community facilities questionnaire and support by the Parish Council.
- 26. Croquet Club** (Cllr. Turvey) **9.55pm**
To consider update regarding the future of the Croquet Club at its current site, alternative possible sites and feedback from meeting with Norton Croquet Club to discuss the situation.
- 27. St. James Church, Norton** (Cllr. Turvey) **10.10pm**
To consider a donation to the St. James Church restoration fund.
- 28. Highways Matters** (Cllr. Turvey) **10.15pm**
To consider update regarding traffic calming/restricted access to the Parish.
- 29. World War I Centenary** (Cllr. Way-Vautier/Cllr. James) **10.25pm**
a. To consider update relating to centenary celebrations within the Parish.
b. To consider Parish Council representatives to join WW1 events steering group
c. To consider the potential to access s106 funding via the Parish Council and the implications.
- 30. Annual Parish Meeting – 21st May 2014** (Clerk) **10.35pm**
To consider preparations for the meeting.
- 31. Community Events** (Cllr. Turvey) **10.40pm**
To further consider the donation to the Norton Community Games and the use of this.
- 32. Dog Barking** (Clerk)
To consider request for newsletter notice
- 33. Finance** (Chairman) **10.45pm**
a. To consider payments to be made/confirmed as on list attached.
b. To consider renewal of Community First membership
- 34. Correspondence for Information** (Chairman/Clerk) **10.50pm**
The attached appendix of items will be available for inspection at the meeting.
- 35. Clerk's report on Urgent Decisions since the last meeting** (Clerk) **10.55pm**
- 36. Items for update to local M.P.** (Chairman) **11.00pm**
To consider any items for communication.
- 37. 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.
- 38. Date of next Parish Council meeting: 26th June 2014**

Signed

Mrs Jane Greenway
Clerk to Norton-juxta-Kempsey Parish Council
14th May 2014

PLANNING APPLICATIONS – May 2014

Approvals - None

Refusals - None

Awaiting Decision

Land to the south of the City of Worcester, Bath Road. Malvern Hills DC Ref: W/13/00656/OUT Welbeck Land

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.

Land north of Taylors Lane, south of and part north of A4440 Broomhall Way, Worcs. Malvern Hills DC Ref: W/13/01617 St. Modwen Developments

Outline application with all matters reserved except for access, for a mixed use development comprising residential development up to 255 dwellings, employment (B1) (b and c), B2 and/or B8, access, footpath, cycleways and highway infrastructure, pedestrian/cycle bridge over A4440, public open space, landscaping and associated development and drainage.

Land adjacent to Lobelia Close, Cranesbill Drive, Broomhall Green and the A4440 Broomhall Way Worcester City Ref: P13A0617 St. Modwen Developments

Erection of pedestrian/cycle bridge over A4440 Broomhall Way to facilitate access to a mixed use development comprising of up to 255 dwellings and employment (B1) (b and c), B2 and/or B8, on land between Taylors Lane and the A4440 Broomhall Way.

Middle Battenhall Farm Worcester City Ref: P13B0632 Miller Homes

Outline planning application for the construction for up to 200 dwellings, open space, new vehicular junction and access and associated infrastructure

3 Roselawn, Church Lane, Norton Ref: W/14/00692

Single storey extension at rear to form kitchen/dining. Parish supports.

1 Black & White Cottage, Church Lane, Norton. Ref: W/14/00753

2 bay oak framed garage and store. Parish supports subject to conditions.

Norton Grange, Hatfield Lane Ref: W/13/01825 (resubmission)

Change of use to cattery and erection of a single storey, mono pitch rectangular building and a single storey timber clad garden shed. Amendment: Amendment to red line and changes to the design of the proposed cattery. Parish does not support.

Internal Consultation - None

Other

Appeal to the Planning Inspectorate re:
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. Refused by Malvern Hills DC Planning.