

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 **Thursday 26th May 2016** 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**
- 5. Declarations of Interest**
 - a. Register of Interests: Re-elected Councillors are reminded of the need to update their register of interests and newly co-opted Councillors are required to complete and return the Register of Interests Form to the Monitoring Officer within 28 days of their co-option.
 - 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 28th January and 24th March 2016)
- 10. Minutes:** To consider adoption of minutes of Parish Council meeting held on 28th April 2016.
- 11. Progress reports for information** **8.15pm**
 - a. District and County Councillor Report (Cllr. R.C. Adams)
 - b. 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 progress
 - c. West Mercia Police and PACT (PCSO Pardoe/PCSO Tinkler/PC Acaster/Cllr. Sparling)
To receive an update relating to the SmartWater initiative.
 - d. St. James the Great Church, Norton (Rev. Don Sloggett/Mr Lucas)
- 12. S106, New Homes Bonus and other Funding Opportunities** (Cllr. Brooker/Cllr. Dawson) **8.30pm**
To consider update on project progress, quoted received and funding applications submitted/proposed.
- 13. Current Planning Applications** (Cllr. Fincher) **8.45pm**
To consider report on current applications.
- 14. South Worcs Development Plan and Associated Matters** (Cllr. Fincher) **8.55pm**
To consider any update, consultations and actions.
- 15. AVL Proposals for Development of Land adjacent to Norton Road** (Cllr. Fincher) **9.05pm**
To consider any update on proposals and any feedback from residents.
- 16. Worcester Parkway Station** (Cllr. Fincher) **9.15pm**
To consider any update and actions.
- 17. Severn Trent Sewerage Scheme and Associated Matters** (Working Group/Clerk) **9.25pm**
To consider update on contract, costs and land registration.
- 18. Employment Matters** (Cllr. Fincher/Clerk) **9.30pm**
 - a. To consider update regarding employment of Assistant Clerk.
 - b. To consider update regarding Pensions auto-enrolment.

- 19. Parish Hall Recreation Facilities and Outside Space** (Cllr. Brooker/Cllr. Dawson/Clerk) **9.40pm**
To consider update including development of the Parish Hall outside space, playing field drainage, car park and promotion of smoke free play parks.
- 20. Parish Hall** (Cllr. Fincher/Cllr. Dawson) **9.50pm**
To consider report from landlord representatives.
- 21. Norton Pre-school** (Cllr. Fincher/Clerk) **10.00pm**
To consider update regarding change in constitution/ownership, implications and actions.
- 22. Allotments** (Cllr. Brooker/Clerk) **10.05pm**
To consider update and any actions.
- 23. Public Rights of Way** (Cllr. Turvey/Clerk) **10.10pm**
To consider update and any actions.
- 24. Annual Parish Meeting – 10th May 2015** (Cllr. Fincher/Clerk) **10.15pm**
To consider feedback received at the Annual Parish Meeting and any actions.
- 25. 382 Bus Service** (Cllr. Hughes/Cllr. Sparling) **10.25pm**
To consider update following meeting with Worcs CC and any actions.
- 26. Worcester Norton Sports Club** (Cllr. Fincher) **10.35pm**
To consider any update relating to WNSC redevelopment plans/associated matters.
- 27. Highways and Drainage Matters** (Cllr. Fincher/Clerk) **10.45pm**
To consider updates on highway and drainage matters and any actions.
- 28. Finance** (Chairman) **10.55pm**
To consider payments to be made/confirmed as on list attached.
- 29. Correspondence for Information** (Chairman/Clerk) **11.00pm**
The attached appendix of items will be available for inspection at the meeting.
- 30. Clerk's report on Urgent Decisions since the last meeting** (Clerk) **11.05pm**
- 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**
Parish Council Meeting – 30th June 2016

Signed

Jane Greenway

Mrs Jane Greenway

Clerk to Norton-Juxta-Kempsey Parish Council

20th May 2016

PLANNING APPLICATIONS – May 2016

Approvals

Granary Barn House, Hatfield Lane, Norton. Ref: W/16/00548/PP Single storey rear extension and alterations to fenestration and chimney (resubmission of W/15/01461/PP). Parish supports.

The Cedar, Hatfield Lane, Norton. Ref: W/16/00925/PP Erect a garden room, demolish shed and erect new shed, erect open gazebo, build a water feature with surrounding hard surface. Parish supports subject to conditions.

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

Land at Broomhall Way Worcester City Ref: P14L0266 Outline planning permission for the erection of up to 103 dwellings with all matters reserved, excluding access. Parish supports subject to revision of application.

Land at Broomhall Way Worcester City Ref: P14L0266 (amended application) Outline matters application for the erection of up to 81 dwellings with all matters reserved, excluding access.

Land adj. Pattann Bungalow, Abbotswood, Littleworth MHDC Ref: 16/00008/FUL 1 no. 4 bed house. Parish does not support.

Maple Cottage, Hatfield Bank, Norton. Ref: W/16/00605/PP Conversion of existing detached garage into a 3 bedroom annexe including new doors, windows and additional dormer on front elevation. Parish supports subject to conditions.

Internal Consultation

Land at Bath Road (OS 8571 5128), Broomhall. MHDC Ref: 16/00623/FUL Proposed vehicular access on to Norton Road.

Other

**Appeal re Tree Preservation Order application decision: HEARING DATE 8 JUNE 2016
19 Salamanca Drive, Norton TPOA/15/040** Removal of tree from TPO protected tree from grass verge adjacent to property.