

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 29th March 2018** 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. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Changes to membership**
 - a. To consider any changes to membership and applications for co-option as a Parish Councillor.
 - b. To approve co-option of Parish Councillors/members and completion of acceptance of offices.
- 3. 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.
 - i. To consider granting dispensations up to the next ordinary election (May 2019) to newly appointed Parish Councillors, to enable participation in any discussion or vote on any matter concerning the setting of the council's budget and annual precept.

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.
- 4. Minutes (Chairman)**
 - a. To consider adoption of minutes of the Parish Council meeting held on 15th February 2018.
 - b. Minute action summary review.
- 5. Progress reports for information** **7.55pm**
 - a. District and County Councillor Report (Cllr. Adams)
 - b. Finance (Responsible Finance Officer)
 - i. Balances and s137 expenditure
 - ii. Monthly accounts and bank reconciliation to 28th February 2018
 - iii. 2017/18 financial year end and annual audit process
 - c. West Mercia Police and PACT (PCSO Pardoe/PCSO Tinkler/PC Acaster/Cllr. Mrs Ritter)
 - d. St. James the Great Church, Norton (Rev. Badger)
- 6. Annual Risk Assessment and Review of Fixed Asset Register (Clerk)** **8.10pm**

To review and approve annual Risk Assessment and Fixed Asset Register.
- 7. Data Protection Regulation Changes – The General Data Protection Regulation (GDPR)** **8.15pm**

To consider the impact of the GDPR and plan compliance by 25th May 2018.
- 8. Annual Parish Meeting – 3rd May (Clerk)** **8.25pm**

To consider preparations, Information Booklet production and actions for the Annual Parish Meeting.
- 9. Planning (Cllr. Richmond/Chairman)** **8.30pm**
 - a. To consider report on current applications.
 - b. To consider SWDP consultation on sites for travellers & travelling showpeople (due by 18 April)
- 10. Parish Hall (Cllr. Fincher)** **8.35pm**

To consider report from Parish Council representative.
- 11. Parish Hall Recreation Facilities and Outside Space (Chairman/Clerk)** **8.45pm**

To consider report and update, including car park re-surfacing project, fence repair and access route from new gate, bike racks, overflow Hall parking for community events and actions.
- 12. Norton Pre-school (Cllr. Turvey/Cllr. Fincher/Clerk)** **9.00pm**

To consider new draft lease and update regarding re-location of the Pre-school container and actions.
- 13. Worcester Parkway Station (Cllr. Turvey/Cllr. Fincher)** **9.15pm**

To consider update and actions.

- 14. Southern Link Road Works & Crossing Points** (Cllr. Turvey/Cllr. Fincher) **9.20pm**
To consider update and actions.
- 15. Adoption/Maintenance of Development by Garden Centre** (Chairman/Clerk) **9.25pm**
To consider update and actions regarding adoption/maintenance of open spaces and speed of traffic.
- 16. Neighbourhood Plans** (Cllr. Lucas) **9.30pm**
To consider update from steering group.
- 17. Employment Matters** (Chairman/Clerk) **9.35pm**
To consider any reports/updates/actions including consideration of paying the Groundsman and Litter Picker for unused annual holiday entitlement of 28.8 hours and 9 hours respectively.
- 18. Allotments** (Cllr. Hughes/Clerk) **9.40pm**
To consider update, volunteer assistance to tenants and actions.
- 19. Public Rights of Way (PRoW)** (Cllr. Turvey – Parish Paths Warden) **9.45pm**
To consider update, P3 Scheme application for 2017/18 (due by 9th April), PRoW maintenance for 2018/19 and improvement of bridleway from Wadborough Road, Littleworth to Stonehall Common as a collaborative project with Kempsey Parish Council
- 20. Bus Services** (Cllr. Hughes) **9.55pm**
To consider update and actions, including use of the Parish Hall car park as a terminus for additional services, no parking signage/measures to reduce parking on the concrete areas and risk assessment.
- 21. Parking in Littleworth at School Times** (Cllr. Mrs Ritter) **10.05pm**
To receive an update and consider actions.
- 22. The Norton Worcestershire Regiment Group** (Chairman/Clerk) **10.10pm**
a. To consider update, NHB funding and grant funding applications for a sentry statue in the Parish.
b. To consider ‘Silent Solider’ figure proposal.
- 23. Worcester Norton Sports Club** (Chairman) **10.15pm**
To consider any update and actions relating to WNSC redevelopment plans/associated matters.
- 24. Lengthsman Scheme** (Chairman/Clerk) **10.20pm**
To consider membership of the Worcs CC Lengthsman Scheme for 2018/19.
- 25. Highways, Verges and Drainage Matters** (Chairman/Clerk) **10.25pm**
To consider updates/reports on highway, verge and drainage matters and actions, including the extent of Parish verge mowing and biodiversity and additional grit bins for use on roads and pavements.
- 26. Parish Council Owned Lands** (Chairman) **10.35pm**
a. To consider uses for, and Land Registry registration of, parcels of Parish Council owned land.
b. To consider field tenancy arrangements.
- 27. Social Media Policy** (Chairman/Clerk) **10.45pm**
To note the Wychavon District Council policy and to consider producing a Parish Council policy or using the Wychavon DC policy as a guidance document.
- 28. Wychavon Parish Games** (Chairman) **10.50pm**
To consider participation in the 2018 Wychavon Parish Games.
- 29. Finance** (Chairman) **10.55pm**
a. To consider payments to be made/confirmed as on list attached
b. To consider a donation to Norton Theatre Group to cover panto portaloo costs of £144.
c. To consider a donation to NJK CE First School to assist with swimming transport costs.
d. To consider renewal of NALC Local Council Review subscription.
- 30. Correspondence for Information** (Chairman/Clerk) **11.00pm**
The attached appendix of items will be available for inspection at the meeting.
- 31. Clerk’s report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk) **11.05pm**
- 32. Items for update to local M.P.** (Chairman)
To consider any items for communication and attendance of meetings by Nigel Huddleston MP.
- 33. Councillors’ reports and items for future agendas** (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.
- 34. Dates of next meeting**
Parish Council meeting 26th April 2018
Annual Parish meeting 3rd May 2018

Signed

Jane Greenway

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council, 23rd March 2018

PLANNING APPLICATIONS – March 2018

Approvals

5 Vimiera Close, Norton
Ref: W/17/02452/HP

Increase in roof height, rear dormer window, single storey rear and side extensions. Parish supports subject to neighbour's views.

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. Additional Information Jan 2018: ecology update. To District and City Council Planning Committee meetings Feb/March 2018.

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

1 Regiment Close, Norton Ref: W/18/00236/HP

Demolition of existing single storey extension at side and replacing with two storey extension. Parish supports subject to neighbours' views.

Internal Consultation

Lavender Cottage, Woodbury Lane, Norton. Ref: W/18/00395/CLE

Application for a Lawful Development Certificate for an existing use - use of outbuilding

41 Peninsula Road, Norton Ref: W/18/00400/GPDE

Notification for Prior Approval for a Proposed Larger Home Extension - erection of single storey rear extension

Other

Granary Barn House, Hatfield Lane, Norton. Ref: W/18/00164/HP

Proposed single storey orangery extension onto an existing detached house. Withdrawn by applicant.

Appeals

Bevere Lodge, Church Lane, Norton. Ref: W/17/01308/OUT

Outline application with all matters reserved for a new build 3 bedroomed, 2 storey dwelling, to include partial demolition of Bevere lodge to facilitate plot width. Re-submission of 17/00235/OUT. Parish does not support.

Bevere Lodge, Church Lane, Norton. Ref: W/17/01308/OUT (amendment)

Outline application with all matters reserved for new build single storey bungalow, to include partial demolition of Bevere lodge to facilitate plot width. Resubmission of W/17/00235/OUT. Parish supports subject to neighbours' views being fully considered.