

## 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 **Wednesday 25<sup>th</sup> July 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**
- 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.

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 28<sup>th</sup> June 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/bank reconciliation to 30<sup>th</sup> June 2018
    - iii. 2017/18 financial year end and annual audit process
    - iv. Internal quarterly financial checks and VAT return
  - c. West Mercia Police and PACT (PC Carter/PCSO Pardoe/PCSO Tinkler)
  - d. St. James the Great Church, Norton (Rev. Badger)
- 6. Reserves Policy (Chairman/Clerk)** **8.10pm**

To consider Reserves Policy following approval of the 31 March 2018 year end accounts.
- 7. Risk Assessment Procedures (Clerk/Chairman)** **8.15pm**
  - a. To consider other areas for risk assessment
  - b. To receive update on risk assessments for allotments and Hall car park resurfacing.
- 8. Data Protection Regulation Changes – The General Data Protection Regulation (GDPR)** **8.20pm**

To consider the impact of the GDPR, an update regarding the action plan to achieve compliance, training for members and staff, and shredder/bulk shredding services.
- 9. Planning (Cllr. Richmond/Chairman)** **8.30pm**

To consider report on current applications, including EnviroSort planning application.
- 10. Parish Hall (Cllr. Fincher – Parish Council Chairman and Chair of the Hall Trustees)** **8.40pm**

To consider report from Parish Council representative, including 2017/18 year end accounts.
- 11. Parish Hall Recreation Facilities and Outside Space (Chairman/Clerk)** **8.50pm**

To consider reports/updates/actions, including annual safety inspection of recreation facilities, drainage work, car park re-surfacing, outside space booking terms and conditions and tree maintenance quotes/ recommendations.
- 12. Norton Pre-school (Chairman/Clerk)** **9.00pm**

To consider update regarding draft lease and removal of old container.
- 13. Worcester Parkway Station (Chairman/Cllr. Turvey)** **9.10pm**

To consider update and actions.
- 14. Southern Link Road Works & Crossing Points (Chairman/Cllr. Turvey)** **9.15pm**

To consider update and actions.

- |   |                |
|---|----------------|
| <b>15. Adoption/Maintenance of Development by Garden Centre</b> (Chairman/Clerk)  | <b>9.20pm</b>  |
| To consider update and actions.   |                |
| <b>16. Neighbourhood Plans</b> (Cllr. Lucas)  | <b>9.25pm</b>  |
| To consider update from steering group.   |                |
| <b>17. Employment Matters</b> (Chairman/Clerk)  | <b>9.30pm</b>  |
| To consider any reports and actions.  |                |
| <b>18. Allotments</b> (Cllr. Kelly)   | <b>9.35pm</b>  |
| To consider update and actions.   |                |
| <b>19. Public Rights of Way</b> (Cllr. Turvey – Parish Paths Warden)  | <b>9.45pm</b>  |
| To consider update and actions.   |                |
| <b>20. Bus Services/Littleworth Bus Shelter</b> (Chairman/Clerk)  | <b>9.55pm</b>  |
| To consider update and actions.   |                |
| <b>21. Parish Council Newsletter</b> (Clerk)  | <b>10.05pm</b> |
| Content required by 31 <sup>st</sup> July.  |                |
| <b>22. The Norton Worcestershire Regiment Group</b> (Chairman/Clerk)  | <b>10.10pm</b> |
| To consider update, grant requests and actions.   |                |
| <b>23. Worcester Norton Sports Club</b> (Chairman)  | <b>10.20pm</b> |
| To consider any update and actions relating to WNSC redevelopment plans/associated matters.   |                |
| <b>24. Highways, Verges and Drainage Matters</b> (Chairman/Clerk)   | <b>10.25pm</b> |
| To consider updates/reports/feedback and actions, including repair/replacement of bench on Crookbarrow Road/Church Lane grass verge.  |                |
| <b>25. Parish Council Owned Lands</b> (Chairman)  | <b>10.35pm</b> |
| To receive update and consider any actions.   |                |
| <b>26. Finance</b> (Chairman)   | <b>10.40pm</b> |
| To consider payments to be made/confirmed.  |                |
| <b>27. Correspondence for Information</b> (Chairman/Clerk)  | <b>10.45pm</b> |
| Items of correspondence will be available for inspection at the meeting.  |                |
| <b>28. Clerk's report - Urgent Decisions &amp; Expenditure Delegation since last meeting</b> (Clerk)  | <b>10.50pm</b> |
| <b>29. Items for update to local M.P.</b> (Chairman)  |                |
| To consider any items for communication.  |                |
| <b>30. Councillors' reports and items for future agenda</b> (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. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u> |                |
| <b>31. Dates of next meeting</b>  |                |
| Parish Council Meeting: 27 <sup>th</sup> September 2018   |                |

Signed

*Jane Greenway*

Mrs Jane Greenway  
 Clerk to Norton-Juxta-Kempsey Parish Council  
 19<sup>th</sup> July 2018

## PLANNING APPLICATIONS – July 2018

### Approvals

**33 Vimiera Close, Norton**  
**Ref: W/18/00791/HP**

Replacement of rear conservatory with new extension, extending front bay window to lounge and reconfiguring existing garage with office over and side carport with tools/workshop at rear. Parish Council supports subject to neighbours' concerns.

**Land at Crookbarrow Road, Norton**  
**Ref: W/18/01026/FUL**

The erection of a 2m high statue/sculpture of a WW1 British Soldier of the Worcestershire Regiment. Parish supports with comments for clarification.

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. Approved with s106 agreement outstanding.

**Land adj. to Lobelia Close, Cranesbill Drive, Broomhall Green & A4440 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

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

Application for a Lawful Development Certificate for an existing use - use of outbuilding. Parish Council objected to.

**Arkil, Wadborough Road, Littleworth. Ref: W/18/00949/FUL**

Demolish office and construct a 3 bedroom bungalow. Parish support subject to neighbours' views.

**Norton Hall Nursing Home, Woodbury Park, Norton Ref: W/18/01232/FUL**

To continue the use of a porta cabin for office and administration space as previously approved in application W/15/00890/CU. Parish supports.

**1 Brockhill Cottage, Brockhill Lane, Norton. Ref: W/18/01151/HP**

Two storey side and rear and single storey rear extensions. Parish support subject to neighbours' views.

### Internal Consultation

**EnviroSort, Off Woodbury Lane, Norton Ref: Worcs CC 18/000035/CM**

Application to vary conditions 2 (approved drawings), 14 (control of noise), 18 (control of odour), 29 (control of external operations) and 32 (closing of doors) of planning permission reference number 14/000050/CM, dated 26 March 2015 to facilitate amendments to the EnviroSort facility and its operation.

**25 The Hidage, Littleworth Ref: W/18/1317/HP**

Side single storey Extension to form a kitchen & utility.

### Other

**Land off Pershore Road, High Park Ref: W/18/01065/ADV**

Free-standing, post-mounted signage to advertise opening of Worcs Parkway Rail Station. Parish comments submitted. WITHDRAWN BY APPLICANT.

Appeals - None