

## **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 **Wednesday 26<sup>th</sup> May 2010 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**
- 2. Election of Chairman**
- 3. Election of Vice-Chairman**
- 4. Signing of Undertakings and Declarations of Office**
- 5. Changes to Membership**  
Vacancy to co-opt a Parish Councillor.
- 6. Declarations of Interest**
  - a. Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b. To declare any Personal Interests in items on the agenda and their nature.
  - c. To declare any Personal and Prejudicial Interests in items on the agenda and their nature  
(Councillors with prejudicial interests must leave the room for the relevant items).
- 7. To note Standing Orders** (previously circulated and agreed at the Parish Council meeting 29<sup>th</sup> April 2010)
- 8. To note the Code of Conduct** (previously circulated)
- 9. To note the Council's Scheme of Delegation** (previously circulated and agreed at the Parish Council meeting 25<sup>th</sup> March 2010)
- 10. To consider areas of focus and agree allocation of areas of responsibility to Councillors** (attached list details existing responsibilities allocated)
- 11. To note the Council's Financial Regulations, Risk Assessment and Insurance Requirements** (previously circulated and agreed at the Parish Council meetings 28<sup>th</sup> January and 25<sup>th</sup> March 2010)
- 12. Minutes:** To consider adoption of the minutes of the Parish Council meeting of 29<sup>th</sup> April 2010
- 13. Progress reports for information**
  - a. District and County Councillor Report (Cllr. R.C. Adams)
  - b. Planning (Clerk/Cllr. Richmond)
    - i. Current Applications - details accompany the agenda.
    - ii. Use of old Morganite site (also see agenda item 19)
  - c. Allotments (Cllr. Mrs. McGovern)  
Also see agenda item 17.
  - d. Playing Fields (Cllr. Richmond/Clerk)  
Also see agenda item 23.
  - e. Public Rights of Way (Cllr. Turvey)
  - f. Finance (Responsible Finance Officer)
    - i. Balances.
    - ii. Monthly accounts to 30<sup>th</sup> April 2010 accompany the agenda.
    - iii. Year End Accounts to 31<sup>st</sup> March 2010 (see attached and agenda item 14).
  - g. Parish Hall Management Committee (Cllr. Mrs. McGovern/Cllr. Lucas)
    - i. Treasurer's Report to end of April 2010 to follow
  - h. West Mercia Police (PC Sean Woods/CSO Fogwill)
  - i. Brockhill Recreation Area (Cllr. Reeves/Cllr. Turvey/Clerk)  
See agenda item 20.
  - j. Parish Plan (Cllr. Turvey)
  - k. Parkway Station (Cllr. Reeves)
- 14. Year End Accounts and Annual Return**  
To approve and sign off the accounts for the year ended 31<sup>st</sup> March 2010 and the Annual Return.
- 15. EnviroSort** (Cllr. Lucas)  
To receive an update on activities and agree any appropriate action.

- 16. SWJCS** (Cllr. Turvey/Cllr. Mrs. McGovern/Cllr. Fincher/Mr. Dyer)  
To review and discuss the current position and to agree future activities.
- 17. Flooding Issues** (Cllr. Reeves/Clerk)
  - a. To receive an update on allotments French Drains work.
  - b. To receive an update on proposed ditch re-instatement work.
- 18. Norton Pre-School Proposals** (Cllr. Lucas)  
Update on the grant and planning applications and to consider the current position.
- 19. Morganite Site** (Cllr. Turvey/Cllr. Lucas/Clerk)  
To consider the current position, proposals from potential users and agree any action.
- 20. Land adjacent to St. Peters Garden Centre** (Cllr. Turvey)  
To consider the current position regarding for development proposals for this land and agree any action.
- 21. Burning of Commercial Green Waste** (Clerk)  
To consider complaint received regarding bonfires on farm land to dispose of commercial green waste and agree any action.
- 22. Planting of Tubs at Parish Hall** (Clerk)  
To consider quotes received and agree work.
- 23. Line Marking on Playing Fields** (Clerk)  
To consider re-burning of football pitch lines.
- 24. Parish Hall Management Committee (PHMC)** (Cllr. Turvey)  
To agree a new Parish Council representative to replace Cllr. Lucas.
- 25. Parish Emblem/Logo** (Cllr. Turvey)  
To review and consider parish emblem/logo.
- 26. Finance** (Cllr. Turvey/Clerk)
  - a. To consider payments to be made as on list attached.
  - b. To consider renewal of annual Community First membership and new membership categories.
- 27. Correspondence for Information** (Cllr. Turvey/Clerk)  
The attached appendix of items will be available for inspection at the meeting.
- 28. Clerk's report on Urgent Decisions since the last meeting** (Clerk)
- 29. Items for update to local M.P.** (Cllr. Turvey)  
To consider any items for communication.
- 30. Councillors' reports and items for future agenda** (Cllr. Turvey)  
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.
- 31. Date of Next Meeting**  
Parish Council meeting Thursday 24th June.

Signed

Jane Greenway, Clerk to Norton-juxta-Kempsey Parish Council.  
20<sup>th</sup> May 2010