

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 24th January 2019** 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**
To consider any applications for co-option.
- 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 Parish Council meetings held on 20th and 29th November 2018.
 - b. Review of minute action summary.
- 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 31st December 2018
 - c. West Mercia Police and PACT (Police/Cllr. Kelly)
 - d. St. James the Great Church, Norton (Rev. Badger)
- 6. 2019/20 Budget and Precept (Chairman/Responsible Finance Officer)** **8.15pm**
 - a. To consider the draft budget and agree precept request for 2019/20 for submission by 1 February
 - b. To consider quotes received for 2019/20 playing field maintenance
- 7. Appointment of Internal Auditor (Clerk)** **8.30pm**

To consider Internal Auditor appointment for year ending 31st March 2019
- 8. Annual Insurance Renewal (Clerk)** **8.35pm**
 - a. To consider adequacy of cover and renewal of policy
 - b. To receive update on risk assessments for allotments and Parish Hall car park resurfacing project
- 9. The General Data Protection Regulation (GDPR) (Clerk/Cllr. Kelly)** **8.45pm**

To receive update regarding the action plan to achieve compliance.
- 10. Planning (Cllr. Richmond/Chairman)** **8.50pm**
 - a. To consider report on current applications.
 - b. To consider update regarding other planning matters including SWDP and EnviroSort
- 11. Reports of Anti-Social Behaviour (Chairman/Clerk)** **8.55pm**

To consider update on anti-social behaviour matters and request for additional street lighting in the along the old section of Crookbarrow Road (behind the Pershore bound bus shelter).
- 12. Parish Hall Car Park Resurfacing (Car Park Resurfacing Group)** **9.00pm**

To consider update, feedback, quotes for ancillary works and any refined specification.
- 13. Parish Hall Recreation Facilities and Outside Space (Clerk)** **9.05pm**

To consider reports/updates/actions, including replacement of play area gates, grit bin and bike rack locations and tree survey/maintenance
- 14. NJK CE First School (Chairman)** **9.10pm**

To consider update regarding change of age range and impact e.g. parking

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| 15. Parish Council Website (Chairman/Clerk) | 9.15pm |
| To consider future development of Parish Council websites | |
| 16. Norton Pre-school (Chairman/Clerk) | 9.20pm |
| To consider update and revision to draft lease | |
| 17. Worcester Parkway Station (Chairman/Cllr. Turvey) | 9.25pm |
| To consider update/actions/feedback, including Parkway Active Travel Corridor proposals and community briefing session, and station name. | |
| 18. Southern Link Road Works & Crossing Points (Chairman/Cllr. Turvey) | 9.30pm |
| To consider update and actions, including bridge installations. | |
| 19. Public Open Space/Verge Maintenance, Highways and Drainage Matters (Chairman) | 9.35pm |
| To consider updates/feedback and actions. | |
| 20. Neighbourhood Plan (Cllr. Lucas) | 9.40pm |
| To consider update from working group including terms of reference and spending authorisation | |
| 21. Employment Matters (Chairman/Clerk) | 9.45pm |
| To consider any updates, reports and actions including adoption of National Joint Council for Local Government Services pay scales for 2019-2020 (implemented from 1 April 2019). | |
| 22. Allotments (Cllr. Kelly) | 9.50pm |
| To consider update and actions. | |
| 23. Public Rights of Way (Cllr. Turvey – Parish Paths Warden) | 10.00pm |
| To consider update and actions, including improvement of bridleway to Stonehall Common. | |
| 24. Bus Services/Littleworth Bus Shelter (Chairman/Clerk) | 10.05pm |
| To consider update including usage of Weds/Fri lunchtime services and bus shelter maintenance | |
| 25. Parish Hall (Cllr. Fincher – Parish Council Chairman and Chair of the Hall Trustees) | 10.10pm |
| To consider report from Parish Council representative | |
| 26. The Norton Worcestershire Regiment Group (Chairman/Clerk) | 10.15pm |
| To consider outcome of NHB Sentry statue application and statue maintenance/insurance | |
| 27. Worcester Norton Sports Club (Chairman) | 10.20pm |
| To consider any update and actions relating to WNSC redevelopment plans/associated matters including application for re-registration of the Cricket Club site as an Asset of Community Value | |
| 28. Parish Council Owned Lands (Chairman) | 10.25pm |
| To consider update, quotes received and actions | |
| 29. Wychavon DC Taxi Consultation (Chairman/Clerk) | 10.30pm |
| To consider responding to the consultation and agree PC response (responses due by 1 March) | |
| 30. Worcestershire County Council Minerals Local Plan Consultation (Chairman/Clerk) | 10.35pm |
| To consider responding to the consultation and agree PC response (responses due by 8 February) | |
| 31. Parish Council Newsletter (Clerk) | 10.40pm |
| Items for the spring edition of the newsletter are required by 1 February | |
| 32. Parish Council Elections (Clerk) | 10.45pm |
| To consider timetable and actions relating to May 2019 Parish Council elections | |
| 33. Wychavon Community Recognition Awards (Chairman) | 10.50pm |
| To consider Parish Council nominations (deadline 1 February) | |
| 34. Finance (Chairman) | 10.55pm |
| To consider payments to be made/confirmed. | |
| 35. Correspondence for Information (Chairman/Clerk) | 11.00pm |
| Items of correspondence will be available for inspection at the meeting. | |
| 36. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting (Clerk) | 11.05pm |
| 37. Items for update to local M.P. (Chairman) | |
| To consider any items for communication. | |
| 38. 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. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u> | |
| 39. Dates of next and 2019 meetings | |
| 24th January, 28th February, 28th March, 25th April, 23 rd May (Annual Meeting), 27th June, 18th July, 26th September, 24th October and 28th November. Annual Parish Meeting: 9 th May. | |

Signed

Jane Greenway

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council, 18th January 2019

PLANNING APPLICATIONS – January 2019

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. 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

1 Hatfield Cottages, Mornington, Hatfield Lane. Ref: 18/02459/HP

Proposed dormer extension and conservatory. Parish supports subject to comments

Three Bob Yard, Woodbury lane Ref: 18/02509/FUL

Material change of use of land for stationing of caravans for residential occupation with associated shed on existing builders yard. Parish does not support

Boulterley Cottage, Broomhall, Norton Ref: W/18/02209/LB

Alterations and improvements to the bathroom and guestroom

Internal Consultation

1 Closes Cottage, Hatfield Bank Ref: 18/02381/HP

Side extension and alterations to form attached annexe for dependent relatives.

The Briars, 48A Wadborough Road, Littleworth. Ref: 18/02555/HP

Single storey rear extension and conservatory.

Other - None