

MINUTES OF THE MEETING OF
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON
22 JUNE 2023

See Appendix 1 for Public Question Time discussions.

1. **Apologies for Absence:** C. Arrow, A. Job, P. Richmond. These apologies, and the reasons for them, were accepted and approved.
Attending: K. Fincher (Chairman), C. Dawson, M. Pollard, M. Stafford, J. Waizeneker, Cllr R. Adams (District Councillor), Cllr Mrs L. Turier (District Councillor), Cllr Mrs L. Robinson, J. Greenway (Clerk & Responsible Finance Officer).
2. **Signing of Undertakings and Declarations of Office following Uncontested Election**
It was agreed for Cllr Richmond to sign his undertaking and declaration of acceptance of office as a Parish Councillor at the next Parish Council meeting attended. **Action: Clerk**
3. **Changes to Membership** - None.
4. **Declarations of Interest**
 - a) Reminder and requirements noted.
 - b), c) and d) None.
5. **2023/108 Minutes**
 - a) The minutes of the Annual Meeting held on 18 May 2023 were approved and signed as a true and accurate record of the meeting. Proposed Cllr Waizeneker, seconded Cllr Pollard and agreed by all.
 - b) The minutes action summary was reviewed and will be updated following the meeting. Discussions pertinent to agenda items are recorded within the relevant section of the minutes. **Action: Clerk**
6. **2023/109 Reports**
 - a) **Cllr R. Adams and Cllr Mrs L. Turier (WDC District Councillors)**
Cllr Mrs Turier provided a report including feedback received regarding pupil bus transport to Pershore High School from Littleworth. Cllr Mrs Turier will pass information relating to the feedback to Cllr Mrs Robinson to follow up (as a County Council matter).
 - b) **Cllr Mrs L. Robinson (WCC County Councillor)**
Cllr Mrs Robinson gave apologies for the 18 May Parish Council meeting and referred to her report circulated to members in advance of the meeting. Correspondence between a Littleworth resident and Nigel Huddleston MP was considered together with correspondence between WCC and the MP. The long standing nature of parking issues was noted along with the extensive efforts made by school, the Parish Council and the Police to alleviate the problems. Concerns were expressed that any further parking restrictions could shift the issue (rather than resolve it), they could continue to be ignored, and in the case of double yellow lines, they would restrict parking for residents and their visitors. It was agreed not to pursue a request for double yellow lines on this basis and due to a lack of effective enforcement. It was agreed for:
 - WCC to be requested to repaint the single yellow lines and zigzags. **Action: Cllr Mrs Robinson**
 - WDC Parking Enforcement to be requested to visit to monitor parking and to speak with those parking in restricted areas or parking dangerously/inconsiderately. **Action: Cllr Adams**Cllr Mrs Robinson is arranging to meet with the Head Teacher of NJK CE Primary School and made an offer of potential funding to purchase additional signage/bollards to deter parking. Details will be shared with the Head Teacher and the Parish Council. **Action: Cllr Mrs Robinson**
The Parish Council will continue to issue reminders regarding parking (e.g. newsletters, Facebook and noticeboards). It was noted that when the potential for a Norton Connector 'school bus' between Norton/Littleworth was explored, only in the region of 2 expressions of interest were received.
 - c) **Finance**
 - (i) Balances: current account £5,799.27, deposit account £117,387.75 (22 June). Members were reminded that whilst balances are healthy, funds are committed or earmarked for future expenditure.

(ii) Monthly accounts and bank reconciliation to 31 May will be circulated once received.

d) GDPR – Remove from future agendas as an ongoing piece of work. Proposed Cllr Waizeneker, seconded Cllr Pollard and agreed by all. **Action: Clerk**

e) Social Media Communications

The report circulated in advance of the meeting was noted along with the highest number of individuals reading the Parish Council quarterly newsletter online (672 individuals), a 25% increase in the number of website visitors, 2 new website subscribers (now 88) and 2 new website pages (Community Apiary and Sentry Statue). The proposed leaflet (how to find out what is happening in the Parish and how to contact the Parish Council) is being finalised with feedback being sought on 'accessibility' of the information e.g. for visually impaired readers.

f) West Mercia Police

A www.police.uk report for Pershore Rural South and Rural North was circulated along with guidance for safety and security of local councillors. This guidance was noted and will be circulated on an annual basis as a reminder of its content. **Action: Clerk**

g) St. James the Great Church, Norton

No further news.

7. 2023/110 Independent Internal Audit Reports

The independent internal auditor's 2022/23 reports were received and considered, with no matters to be brought to the attention of the Council. Approved as proposed by Cllr Dawson, seconded by Cllr Pollard and agreed by all.

8. 2023/111 Annual Governance Statement 2022/23

The Clerk/Responsible Finance Officer (RFO) referred to the Annual Governance and Accountability Return (AGAR). Section 1 of the AGAR – Annual Governance Statement 2022/23, was considered, approved and was signed by the Chairman and Clerk/RFO. There were no 'no' responses. Proposed Cllr. Stafford, seconded by Cllr Dawson and agreed by all.

9. 2023/112 Accounting Statements for 2022/23 and Accounts for the Year Ended 31 March 2023

The Clerk/RFO referred to the AGAR and draft accounts for the year ended 31 March 2023.

a) Section 2 of the AGAR – Accounting Statements for 2022/23 and the draft accounts for the year ended 31 March 2023 were considered.

b) Section 2 of the AGAR – Accounting Statements for 2022/23 and the draft accounts for the year ended 31 March 2023 were approved. Proposed Cllr. Dawson, seconded by Cllr. Stafford and agreed by all.

c) Section 2 of the AGAR – Accounting Statements for 2022/23 and the draft accounts for the year ended 31 March 2023 were signed by the Chairman and Clerk/RFO. Proposed Cllr. Dawson, seconded by Cllr. Stafford and agreed by all.

10. 2023/113 Exercise of Public Rights

The Clerk/RFO advised that the audit will be advertised to comply with requirements.

11. 2023/114 Completion of the Remainder of the 2022/23 Annual Governance and Accountability Return (AGAR) and Submission to the External Auditor

Supporting information to be submitted with the 2022/23 AGAR including year-end bank reconciliation, explanations for significant year on year variances, explanations for difference between Section 2 boxes 7-8, reserve levels and dates for exercise of public rights, was considered and approved for submission. Proposed Cllr. Stafford, seconded by Cllr. Waizeneker and agreed by all. **Action: Clerk**

The Clerk/RFO was thanked for completing the annual accounts, AGAR submission and supporting papers.

12. 2022/115 Reserves Policy

The draft Reserves Policy and supporting information was reviewed and adopted. Proposed Cllr Waizeneker, seconded Cllr Dawson and agreed by all. **Action: Clerk**

13. 2023/116 Local Government Boundary Commission for England – WCC Divisional Boundaries

It was agreed to respond to the consultation, requesting no change to the Parish's WCC Divisional Boundary. It was agreed for members to respond (as individuals). The ability to submit the same

response as a Parish Council will be explored and will be submitted (if the consultation allows).
Proposed Cllr Pollard, seconded Cllr Waizeneker and agreed by all. **Action: Cllr Fincher**
It was noted that the consultation period has been extended to 19 September.

14. 2023/117 Apiary Project and Tranquillity Trail

The apiary update was noted, with the group's May update published on the Community Apiary page of the Parish Council website. Bottling and labelling requirements have been investigated by the group and are being adhered to, with honey available for a donation. It was agreed for the apiary group to offer the honey for a donation (and in due course for sale) and for the group to retain the proceeds for payment into its bank account to help to fund ongoing apiary running and maintenance costs. This procedure is in line with guidance received and allows the Parish Council to reclaim the VAT on the community apiary set up costs. Proposed Cllr Pollard, seconded Cllr Waizeneker and agreed by all. The apiary group will become more 'outward facing' as it develops and is aiming to achieve charity status in early 2024. Cllr Fincher will seek to offer some support with the writing of funding bids. Correspondence received from a resident regarding the apiary has been responded to as agreed.

15. 2023/118 Tranquillity Trail and The King's Meadow Projects

As agreed at the May Council meeting (agenda item 26, minute ref: 2023/97), creation of a working group has been explored to support a cohesive approach to management of activities in progress/under consideration regarding green spaces within the Parish (e.g. community apiary, tranquillity trail, The King's Meadow etc.). A governing document for a Parish Green Spaces working group has been drafted and will be circulated to members for comment following review by the Clerk. **Action: Clerk**

16. 2023/119 Public Rights of Way (PRoW)

Storm damage to trees and a broken footpath sign have been reported to WCC. An update on appointment of a Parish Paths Warden will be sought from the WCC PRoW Team and a request will be made for the anti-slip surface on the Crookbarrow Way bridge (PRoW bridleway) to be re-laid before the onset of icy weather. **Action: Cllr Mrs Robinson**
The WCC P3 Scheme grant of £450 has been approved.

17. 2023/120 Public Open Space/Verge Maintenance, Highways and Drainage Matters

The WCC Cabinet Member for Transport will be invited to another tour of the Active Travel Corridor (ATC) and will be asked for details of how the route will be improved. **Action: Cllr Mrs Robinson**
WCC has advised that work to rebuild/repair sections of the Barracks curtilage wall along Brockhill Lane is due to start in July. Highway flooding following recent storms has been reported to WCC Highways, with details also provided to the Parish Lengthsman for investigation. Despite STW work along the B4084 (in the vicinity of 'Sanghoi Cottage'), the issue of standing water on the highway remains. This will be raised with WCC for further attention. **Action: Cllr Mrs Robinson**
The oak sapling planted within the tree seat at Norton will be replaced in the autumn. A quote will be sought from Shear Perfection Ltd to transplant another sapling from the Parish Hall site and enquiries will be made regarding watering after planting. **Action: Clerk**
An update on the outstanding Persimmon Homes remedial work to the Gazala Drive grass verge was received, with the developers being chased for completion. It was noted that cars are again being parked on the verge and a letter will be sent to all residents adjacent to the verge. **Action: Clerk**
Feedback from a Parish visitor has praised the well-tended verges and the lack of litter. This will be highlighted to the Parish Groundsman/Litter Picker along with the Council's appreciation. **Action: Clerk**

18. 2023/121 Norton Connector (NC)

Passenger numbers remained at their more usual level in May (around 60 journeys). A WCC on demand community transport covering Upton/Kempsey and villages towards Malvern has commenced to test the Bromsgrove pilot in a rural setting. The outcome of the Great Western Railway grant is awaited.

19. 2023/122 Coronation Coins

Arrangements for presentation of the Coronation coins to NJK CE Primary School pupils are in the process of being finalised. **Action: Cllr Fincher**
It was agreed to consider allocation of remaining coins after the presentation to Primary School pupils.

20. 2023/123 Parish Defibrillators

An update on defibrillator options (British Heart Foundation approved) and costs was received. To maximise use and to reduce the likelihood of vandalism, it was agreed that the defibrillator should be suitable for adults and children, and should be stored in a locked cabinet (code held by the Ambulance Service). As a guide, a defibrillator unit is c. £1,100, a locked cabinet c. £500, training for up to 20 people (if required) c. £200 (excl. VAT) plus installation. Ongoing maintenance costs will be incurred relating to pads (£58.50 every 2 ½ years or after each shock) and batteries (£220 every 5 years or after a specified number of shocks). £1,235 funding (County Councillor Divisional Allowance) is held towards the cost. An accessible installation location at Norton was discussed, with power supply a potential limiting factor. Availability of solar powered defibrillators will be explored. **Action: Cllr Stafford**

Installation of the defibrillator on the side of a residential property, with access to the public (using property power supply), will be explored via the Council's Facebook page. **Action: Cllr Pollard**

21. 2023/124 Planning

a) The following current planning applications were noted.

| | <u>Application</u> | <u>Description of Proposal</u> |
|--------------------------------------|---|---|
| <u>Approvals:</u> | Winnells Farm, Church Lane, Norton W/23/00342/FUL | Conversion of annexe building to 3 bed family home and creation of new dwelling. Parish Council objects. |
| | 19 Wadborough Road, Littleworth W/23/00762/HP | Removal of conservatory and erection of garden room. Parish Council supports. |
| <u>Refusals:</u> | None | |
| <u>Awaiting Decision:</u> | 1 and 2, Church Cottage, Church Lane, Norton W/22/00587/OUT | Outline application (with some matters reserved) for the construction of 2no. new dwellings. Parish Council supports in principle. |
| | Land off Broomhall Way Easting 385871, Northing 251879. Worcester City 22/00751/ FUL | Change of use of land to provide 10 permanent Travellers Pitches incl. the stationing of caravans for residential purposes with ancillary dayroom for each pitch plus associated access, parking, landscaping, engineering and infrastructure works |
| | Land at (Os 8785 5016), Hatfield Lane, Norton W/22/02008/OUT | Outline planning application for residential development of up to 3 self/custom-build dwelling houses, access and associated works. Parish Council objects. See Appeal under 'Other' below. |
| | Land At (Os 9017 5117), Mucknell Farm Lane, Stoulton W/22/01955/FUL | Development of a 1MW solar farm and associated infrastructure. Parish Council objects. |
| | Norton House Farm, Woodbury Lane, Norton W/22/01543/FUL | Conversion of barns/storage buildings to 3 No. dwellings and construction of a domestic car garage and bin store. Parish Council objects. |
| | Woodbury Holdings, Woodbury Lane, Norton W/23/00991/TDC5 | Technical Details Consent following Permission in Principle approval (22/02549/PIP) for one self-build dwelling. Parish Council objects. |
| <u>Internal Consultation:</u> | None | |
| <u>Other:</u> | Planning Inspectorate Ref:- APP/H1840/W/23/3316580 Land at (Os 8785 5016), Hatfield Lane, Norton W/22/02008/OUT | Outline planning application for residential development of up to 3 self/custom-build dwelling houses, access and associated works. Parish Council objects. |

An update was received following a meeting with Turley consultants (acting on behalf of Summix, Homes England and Bellway Homes) regarding their proposals for the new settlement around Worcestershire Parkway station. The Parish Council is engaging with the consultants to gather information and to seek to influence the development plans. It was noted that there are 4 other developers linked to the SWDPR proposals and the need for a coherent and united approach was agreed as vital. A representative from Turley consultants attended the latest Joint Parishes' (JPC) meeting. The JPC agreed the petition wording (as proposed by the Parish Council) with the process for publishing the petition and gaining signatures being explored by JPC members.

WDC continues to fall short of a 5 year land supply and concerns were expressed regarding other parcels of land within the Parish that are subject to options from developers. Material factors will be important in challenging any speculative applications. An update will be sought from WDC Planners regarding 'de-minimis' amendments to Neighbourhood Plans. **Action: Cllr Adams**

Cllr Mrs Robinson gave her apologies and left the meeting at 9.45pm.

22. 2023/125 Parish Council Owned Lands

Following discussions, it was agreed to instruct B. J. Unwin Forestry Consultancy Ltd to repeat its 2019 survey of Parish Council owned land and its 2021 survey of the Gazala Drive grass verge at a cost of £600 + VAT. Thereafter, the surveys will be repeated on a 3 yearly cycle. Proposed Cllr Waizeneker, seconded Cllr Pollard and agreed by all. **Action: Clerk**

Following the reduction in the area of field rented to one of the field tenants, including relinquishment of the pond within the field, a revised rent of £250 per annum was confirmed.

23. 2023/126 Allotments

Public Question Time discussions were considered. Whilst the shed is felt to be a little big, it is looking more presentable, is on a large plot and isn't on a fixed base. The old shed is due to be removed and the tenant has a good plan for planting which the tenant appears to have the enthusiasm to achieve along with the support of other tenants. On the basis of the information presented, it was agreed to give permission for the new shed as long as this remains for the purpose explained and is well maintained.

The tenant will be advised.

Action: Clerk

As a reminder of allotment requirements, the autumn billing letters will highlight that before a shed, greenhouse or other building or structure is installed on their plot, the tenant must first obtain the Parish Council's written consent and where appropriate, planning permission. Any such request from a tenant request must include details of the proposed structure e.g. dimensions, materials and base requirements. The Assistant Clerk will be advised.

Action: Clerk

24. 2023/127 Parish Hall Recreation Facilities and Outside Space

A play area gate update was received. It was agreed for the contractor to be given a final opportunity to provide a firm installation date and failing this, for the gate supplier to be contacted directly to seek details of other installers and to explore the Council taking delivery of the gates and arranging its own installation.

Action: Cllr Dawson

Repeat weed spraying around the Parish Hall outside space was considered. It was agreed to instruct CDF Management Group Ltd to undertake spraying as soon as possible at a cost of £440 + VAT.

Proposed Cllr Dawson, seconded Cllr Waizeneker and agreed by all. Advance notice of the visit will be sought to advise the Hall Manager.

Action: Clerk

Storm damage to a tree behind the MUGA was noted and a quote will be sought for its removal. Also see agenda item 23 above for tree survey discussions.

Action: Clerk

Vandalism around the baseball area and the junior football team's store was noted along with measures put in place to seek to combat this. The issues were publicised via the Council's Facebook page which prompted a positive response.

The open air gym proposal was suggested to form part of the Parish Green Spaces working group remit (also see agenda item 15 above). The £1,000 Tesco Community Grant (Groundworks UK) has been accepted as agreed.

Quotes for supply and installation of resin/bonded pathway surfacing for maintenance of slabbed areas around the front entrance to the Parish Hall are awaited.

Proposals for the conifer stumps by the vehicle entrance to the playing field were discussed, including the need to further limit unauthorised access. In view of the poor ground/growing conditions around the stumps, installation of raised beds built around the tree stumps with low maintenance planting was agreed as a potential solution. It was agreed to seek quotes for consideration.

Action: Clerk

Cllr Mrs Turier gave her apologies and left the meeting at 10.05pm. Cllr Adams temporarily left the meeting.

25. 2023/128 Parish Hall

An update was received from Cllr Fincher (Chair of the Hall Trustees and Parish Council representative). Plumbing issues in the men's toilets have been repaired at a cost of £805 to the Hall

Trustees. To allow the Hall to remain open during the period of the works (for Hall bookings), the Parish Council agreed to pay for supply of portaloos at a cost of £340 + VAT. Proposed Cllr Waizeneker, seconded Cllr Stafford and agreed by all (with abstentions from Cllr Fincher and Cllr Dawson as Hall Trustees).

Action: Clerk

£800 funding remains for the Parish Hall improvements project which relates to funding remaining from the Parish Council (all WDC CLG and WDC NHB utilised). Suggestions were considered and feedback will be shared with the Hall Trustees.

Action: Cllr Fincher

The shop continues to work well and the EV chargers are undergoing maintenance work.

The floor in the main hall is lifting in places and whilst remedial work is being undertaken to seek to manage this, there is a need to start to consider its replacement. Quotes are being sought. Grant funding will be explored to support funding from the Hall Charity, but in view of anticipated costs, a Parish Council financial contribution is likely to be requested. This will be considered as part of the Parish Council 2024/25 budget setting process.

Action: Clerk

26. 2023/129 Worcester Norton Sports Club/Worcester Norton Community Interest Company

An update was received including the lease being due to be signed on 30 June and the design plan being in progress.

Cllr Adams returned to the meeting at 10.20pm.

27. 2023/130 Employment Matters

It was agreed for carry forward of 46 'banked' hours for the Clerk into 2023/24 plus carry forward of 78.5 hours holiday into 2023/24. Proposed Cllr Dawson, seconded Cllr Waizeneker and agreed by all. It was noted that the level of hours/holiday carried forward by the Clerk is reduced from that carried forward into 2022/23 as requested by the Parish Council. The Council continues to encourage employees to take their holiday entitlement but is content for some holiday/banked hours to be carried forward at manageable levels to support flexible working and Parish Council workload.

28. 2023/131 Sentry Statue Landscaping Proposals

Landscaping of the area is due to be completed during autumn 2023. The Sentry Statue risk assessment was reviewed and re-adopted. Proposed Cllr Dawson, seconded Cllr Waizeneker and agreed by all.

29. 2023/132 Neighbourhood Plan Parish Aspirations Document

Next quarterly review due in August 2023.

30. 2023/133 Finance

a) It was proposed by Cllr. Dawson, seconded Cllr. Stafford **and all were in agreement** that the accounts presented to the meeting, as summarised below, be approved for payment/confirmation.

Accounts for Confirmation:

| Category | Detail | Amount £ * |
|--------------------------------------|--|------------|
| Community Assets | New tennis court net | 122.40 |
| | Replacement Union Jack flag for Hall flagpole | 44.16 |
| Administration | Computer paper | 37.72 |
| | Coronation event grant funding (WDC) – Parish Hall | 275.50 |
| | Coronation event grant funding (WDC) - WNCIC | 275.50 |
| | Final 50% of 2022/23 accountancy fee | 600.00 |
| | Internal audit fee | 115.00 |
| | May/June printing (ink) | 22.49 |
| | NALC training session 22 Nov 2023 – planning | 39.22 |
| | Newsletter printing (summer edition) | 291.38 |
| | Parish Council mobile phone contract June DDR | 10.29 |
| | Postage (print at home) | 1.85 |
| | Postage (print at home) | 1.10 |
| | Website fees June | 5.98 |
| Grounds/ Parish Property Maintenance | Allotment water (original meter) | 41.10 |
| | Hall playing field mowing May | 243.41 |
| | Lengthsman duties April | 200.00 |

| | | |
|--------------------|--|-----------------|
| | Lengthsman duties May | 200.00 |
| | Mower repairs | 107.63 |
| | Public Rights of Way strimming, mowing field adj. Coppice Cottage, flail brambles Hall coppice area | 733.20 |
| | Verge mowing at Norton 2 June 2023 | 204.00 |
| | Verge mowing at Norton 20 May 2023 | 204.00 |
| | Mowing St James the Great churchyard May 2023 | 148.20 |
| Staff Costs | May 2023 payroll: Clerk & Assistant Clerk honorarium, groundsman & litter picking work (gross incl. payroll expenses), pension contributions | 2,497.29 |
| Community Services | Norton Connector operating cost April 2023 | 320.00 |
| | TOTAL | 6,741.42 |

* Incl. VAT where payable on invoice

Accounts for Payment:

| Category | Detail | Amount £ * |
|--------------------|---|-----------------|
| Staff Costs | June 2023 payroll: Clerk & Assistant Clerk honorarium, groundsman & litter picking work (gross incl. payroll expenses), pension contributions | 2,339.72 |
| Community Services | Norton Connector operating cost May 2023 | 360.00 |
| | TOTAL | 2,699.72 |
| | GRAND TOTAL | 9,441.14 |

* Incl. VAT where payable on invoice

b) Following discussion, it was agreed to instruct The Richards Sandy Partnership Ltd to continue to provide accountancy services for 2023/24 and 2024/25 financial years at a fixed cost of £1,080 pa + VAT. Proposed Cllr Dawson, seconded Cllr Waizeneker and agreed by all. **Action: Clerk**

c) Following discussion, it was agreed to make a donation of £50 to the CPRE 'The Countryside Charity' to support its work in campaigning to remove a loophole in the National Planning Policy Framework (connected to 5 year land supply and speculative planning applications). Proposed Cllr Pollard, seconded Cllr Dawson and agreed by all. **Action: Clerk**

d) Continued use of standing orders, direct debits, BACS and CHAPS payments (authorised in line with the bank mandate/Council Financial Regulations) was approved. Proposed Cllr Waizeneker, seconded Cllr Pollard and agreed by all. **Action: Clerk**

31. 2023/134 Correspondence for Information

See Appendix 2 for a list of correspondence received.

32. 2023/135 Clerk's Report on Urgent Decisions/Expenditure Delegations since the Last Meeting

Replacement of the tennis court net at a cost of £102 + VAT was confirmed. Proposed Cllr Dawson, seconded Cllr Waizeneker and agreed by all.

33. 2023/136 Items for Update to Local M.P.

None at present.

34. 2023/137 Councillors' Reports and Items for Future Agenda

None

35. 2023/138 Date of Next Meeting

20 July 2023 – Cllr Dawson gave apologies in advance of the meeting.

The meeting closed at 10.40pm.

Four members of the public attended the Public Question Time (PQT) session, with discussions summarised as below:

Allotments

Following a letter from the Parish Council, one tenant attended to give more details regarding his plans for his plot and the shed being constructed on it.

- The tenant is making progress on the plot (photos provided), which is now coming together with support from other tenants (e.g. donated pallets, plants etc); he is very enthusiastic to achieve his plans for the plot.
- Whilst the shed is big at 20'8" by 7'8", it leaves the vast majority of the plot planned for cultivation (plot size suggested as 31' by 52').
- As requested, the shed isn't on a fixed base.
- The small old shed will be removed as all items needing to be stored on the plot will be in the new shed (gardening equipment, mower, rotovator etc).
- A plan of the plot was provided including planting proposals.
- Positive written feedback has been obtained from some tenants and this was also left with the Council.
- The tenant has spoken with the tenant of the neighbouring plot (to the rear) with feedback that he is happy with the shed and it is not impacting on the light on his plot (shadow only towards the end of the day).
- Another plot has a summer house on it, and whilst this is a different shape (less wide but deeper), the interior size is considered not to be dissimilar.
- Some other plots have several sheds/greenhouses/polytunnels on them which can take up a similar, if not larger, area of the overall plot.

The other 3 members of the public attending the PQT supported the tenants plans for his plot and his enthusiasm to achieve these.

The Parish Council thanked the tenant for attending the PQT and advised that this subject would be considered during the Parish Council meeting (agenda item 23), and the outcome of discussions would be advised to the tenant as soon as possible after the meeting.

Provision of Trips for Older Members of the Community

Two members of the public highlighted that in the past, trips had been organised to take members of the community on trips (e.g. to the beach), and wanted to ask if such trips could be started again.

It was suggested that this is more something for the Parish Hall Trustees to consider and Cllr Fincher advised that he would provide the dates of the next Hall Trustee meetings to the enquirers, so that they can attend a future meeting to run through their request.

| <u>Correspondence Received for 22 June 2023 Parish Council Meeting</u> | |
|---|---|
| Sender | Subject |
| CALC | Information and updates on various matters and training, including Worcestershire Boundary Review, Have your say on planning in Worcestershire, Audit, Energy Partnership, Local Council Clerk Week, Wychavon Area CALC AGM 1st June 2023, Trees Call for Action Project, welcome to new councillors, audit requirements/submission dates, West Midlands Mayors Community Funding, CALC Website - Councillor signup, Local Council Clerk Week, NALC Chief Executive's bulletin & Events, Dates for the Diary, Clerk Vacancies |
| Community First | Newsletters/bulletins |
| CPRE – The Countryside Charity | Campaigns Updates, 5 year land supply planning loophole |
| NALC | Newsletters, Chief Exec's bulletins, Star Council Awards |
| One Network | Local roadworks reports |
| Resident | Apiary project |
| Resident | Storm damage to trees |
| Rural Bulletins | Bulletins: Rural opportunities/funding/vulnerability service/news |
| Soc. Local Council Clerks | Chief Exec news bulletins and updates |
| WM Police/ Police & Crime Commissioner/ Safer Neighbourhood Team | <ul style="list-style-type: none"> • South Worcestershire Rural Beat newsletter summer 2023 • PCC newsletter May 2023 • Neighbourhood Watch Community Safety Charter |
| Worcester Baseball | Vandalism of baseball nets at Parish Hall |
| Worcs CC | <ul style="list-style-type: none"> • 'Get involved in local planning' • Local Government Boundary Commission Review briefing • Revision to area subject to Weight Limit along Woodbury Lane, Norton |
| Wychavon DC | <ul style="list-style-type: none"> • Volunteers to become co-opted members on WDC advisory panels – Communities and Funding, Rural Matters and Town Centres • Cllr Robert Raphael elected as Chairman of WDC • Droitwich in Bloom, Droitwich Spa's artificial flower trail • Energy bills support deadline 31 May |
| Wychavon DC Planning | <ul style="list-style-type: none"> • Agenda and reports to Planning Committee meeting 22 June 2023 • Minutes Planning Committee meeting 25 May 2023 <p><u>Approval Notices:</u></p> <ul style="list-style-type: none"> • W/23/00342/FUL: Winnells Farm, Church Lane, Norton - Conversion of annexe building to 3 bed family home and creation of new dwelling |