

**MINUTES OF THE MEETING OF THE
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON
THE 27TH JUNE 2013 AT NORTON PARISH HALL, LITTLEWORTH**

There were no public question time discussions.

- 1. Apologies for Absence:** C. Dawson, D. James, P. Richmond, H. Turvey, M. Reeves, Cllr. R. Adams (District & County Councillor), CSO Allchurch. Apologies were accepted and approved.
Attending: Mrs. C. McGovern (Chair), A. Bennett, K. Fincher, Mrs. D. Hewison, Mrs T. Collins, Mrs. J. Greenway (Clerk/Responsible Finance Officer).
- 2. Changes to Membership**
No applications for the Parish Councillor vacancy have been received. A notice has been placed in the Parish Council newsletter.
- 3. Declarations of Interest**
 - a) Cllr. Mrs McGovern reminded members of requirements as outlined in the agenda.
 - b) and c) None.
 - d) Previous dispensations granted were noted.
 - e) Councillors noted that Register of Interest Forms have been published on the Wychavon and Parish Council websites and that Councillor's need to keep these up to date.
 - f) The Wychavon training events relating to the Code of Conduct and the Standards regime on 2nd and 7th October at 7pm were noted. The Clerk will circulate a reminder nearer the time.
- 4. Minutes of the Annual Parish Council Meeting Held on 30th May 2013**
Approved as proposed by Cllr. Bennett, seconded by Cllr. Mrs McGovern and agreed by all.

Agenda item 14a was in part considered after agenda item 4 due to the need for Cllr. Fincher to leave the meeting. Discussions are detailed within agenda item 14. Cllr. Fincher gave his apologies and left the meeting at 8.05pm.

5. 2013/136 Reports

a) Cllr. R.C. Adams (District & County Councillor)

In the absence of Cllr. Adams, there was no report.

b) Planning

(i) The Clerk summarised the following current applications:

Approvals

60 Toulouse Drive, Norton Two storey rear domestic extension. Parish supports.
Ref: W/13/00893

11 Cambrai Drive, Norton Proposed ground floor rear extension to create extended kitchen/utility
Ref: W/13/00958 & first floor extension over existing garage to create 2 no. bedrooms.
Parish supports.

Refusals

Railway Goods Yard, Woodbury Lane. Ref: W/12/02430 Conversion, extensions and alterations to facilitate a rural workers dwelling in conjunction with adjacent reclamation yard. Parish does not support as outside the development boundary.

Awaiting Decision

Regimental HQ, Crookbarrow Road. Ref: W/13/00858 Erection of 10 no. affordable dwellings comprising of a mixture of 1 and 2 bedroom flats and 3 bedroom houses. Parish does not support in the current format.

Norton Parish Hall
Worcs CC Ref: 13/00028/CM

Severn Trent Water proposed new sewage pumping station required in connection with the first time sewerage. Parish supports subject to neighbours' views being fully considered.

Newlands Farm, Church Lane
Ref: W/13/01056

Repair and redecoration of the render to the rear elevation. Parish supports.

Internal Consultation

Land to the south of the City of Worcester, Bath Road.
Ref: W/13/00565/OUT

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.

Other - None

(ii) The Clerk provided an update from the Wychavon Enforcement Officer which appears to highlight some confusion regarding the drawing that the vehicle movement planning condition relates to. It was agreed for the Clerk to review with Cllr. Turvey and respond to Wychavon DC.

(iii) Wychavon Planning has acknowledged the Parish Council comments relating to revised planning procedures (including the cessation of circulation of hard copies of applications) and will consider the points raised when making a decision.

c) Allotments

Cllr. Mrs McGovern advised that most plots are allocated and being worked. Tenants are being contacted where plots aren't being worked, A notice will be placed in the next Parish Council newsletter to invite tenants to join the waiting list. A meeting to discuss the fencing proposal with tenants is being arranged for w/c 22nd July. A new model tenancy agreement has been received and also a request to site a bee hive on an allotment. Both will be added to the agenda for consideration at the July Parish Council meeting.

d) Playing Fields

The Clerk advised that a new adult team will be playing at the Parish Hall for the forthcoming season. It was agreed that subject to weather conditions, both pitches can be used for matches during August. The Clerk reported that one of the toddler swings has been damaged and has been taken down. Also see agenda items 12 and 13.

e) Public Rights of Way

No further news.

f) Finance

(i) The current account balance was £4,962.61 on 19th June with the deposit account balance at £82,719.01 on 3rd June. To date there is no S.137 spend for the 2013/14 financial year.

(ii) There were no questions relating to the monthly accounts to 31st May (previously circulated). The Clerk will arrange a quarterly financial review with Cllr. Mrs Hewison.

(iii) The Clerk advised that The Richards Sandy Partnership has agreed to a 2 year fixed price for provision of accountancy services at a fee of £820 + VAT pa.

g) West Mercia Police

CSO Allchurch was unable to attend, with no summary report available. Crime reports continue to be regularly received by email and circulated to Parish Councillors.

h) Parish Plan

No further news to report.

i) EnviroSort

It was noted that whilst litter collections are completed on a regular basis, there appears more litter/glass being dropped. It was agreed for the Clerk to contact the EnviroSort Manager to request that wagon loads are more effectively covered.

6. 2013/137 Year End Accounts and Annual Return

Approval of the Income and Expenditure/Annual Return year on year variation report circulated prior to the meeting was proposed by Cllr. Mrs Hewison, seconded by Cllr. Bennett and agreed by all. The Clerk will submit the requested reports to the External Auditor with the Annual Return.

7. 2013/138 Proposed Development of the old Regiment HQ Site

The Clerk advised that following objections to this planning application by the Parish Council and neighbouring residents, a meeting has been arranged for 10th July to include Wychavon DC Planning, Cllr. Adams, Rooftop Housing, representatives from the Parish Council and a representative for the residents neighbouring the site. Objections include the lack of consultation by Rooftop Housing, the current form of the application and that this does not appear to guarantee allocation to disabled ex-servicemen. The draft agenda for this meeting was agreed, along with attendance by Cllr. Turvey and Cllr. Fincher and the request for the application to be withdrawn in view of the lack of consultation.

8. 2013/139 South Worcestershire Development Plan (SWDP)

The Clerk advised that the SWDP Policy document has been submitted to the Secretary of State and an inspector has been nominated. Welbeck has submitted an outline planning application which is being reviewed by the SWDP working group (with details circulated to all Parish Councillors for information/consideration). The Welbeck planning application is available on the Malvern Hills DC website and orange notices have been displayed in the area of the proposed development to draw the public's attention to this fact. It was agreed for Cllr. Fincher to draft a flier to residents by way of update. It was also agreed for the SWDP working group to draft a response to the Welbeck outline application for consideration by the Parish Council. Comments are required by 26th July and therefore can be agreed at the July Parish Council meeting. The Clerk advised that Kempsey Parish Council has suggested that a meeting is held with representatives from both Parish Councils to discuss the Welbeck application. It was agreed for the SWDP working group to consider this suggestion and to progress as deemed appropriate.

There is no further news regarding the Community Trust proposals.

The Clerk provided an update regarding the Parish Council Community Asset nomination and advised that the letter from Wychavon DC to Worcester Norton Sports Club (WNSC) regarding this nomination appears to have gone astray. Wychavon DC has confirmed that the letter was sent out dated 7th May. It was agreed that the Clerk will provide WNSC with the Wychavon contact details so that they can follow this up if they wish to. It was also agreed for the Clerk to provide WNSC with a copy of the Parish Council nomination form for information.

9. 2013/140 Land adjacent to St. Peters Garden Centre

The Clerk provided an update from Worcs CC highways which advised that there has been no progress with the outstanding adoption issues or completion of the s278 agreement relating to the roundabout/pedestrian crossing construction and that the developers have been contacted for an update. In connection with the planning condition requiring the roundabout/pedestrian crossing work to be completed prior to occupation, Wychavon DC has responded that a case is open relating to these conditions but action has not been taken due to a long standing land ownership issue, which is being addressed to satisfy the County Highways s 278 agreement. Following completion of this agreement, Wychavon anticipates that the remaining works to the highway can be completed. It was agreed for the Clerk to write to Wychavon DC expressing the Parish Council's disappointment that this planning condition has not been enforced. This condition was requested in part to encourage the developers to resolve the adoption issues which have been outstanding for

many years and to help to prevent similar problems in the future. The Clerk advised that despite chasing, there has been no response from the developers regarding the outstanding adoption/roundabout issues or an update on the new play area.

10. 2013/141 Flooding Issues

a) Proposed Worcs CC Highways flood alleviation work Wadborough Road/Parish Hall area – The Clerk advised that despite chasing, no further news has been received. The Clerk will seek Cllr. Adams' assistance.

b) Severn Trent Water (STW) Wadborough Road sewerage scheme – The Clerk advised that the Parish Council response to the STW planning application has been submitted as agreed which supported the proposal subject to neighbouring residents' concerns being fully considered. The Clerk, Cllr. Turvey and representatives of STW have met with the owners of Coppice Cottage who have objections to the proposed pumping station location and correspondence relating to this has been circulated to Parish Councillors. The request made by the owners of Coppice Cottage for STW to relocate the pumping station to the area of the car park where the recycling bins are located was considered, along with the response to this from STW. Based on the assurances received from STW and experience of the pumping station in Regiment Close, it was agreed for the Parish Council to continue to support the STW planning application, with the request for Worcs CC to consider fully neighbours' concerns. Worcs CC has advised that no objections to the proposal have as yet been received. If an objection on planning grounds is received by Worcs CC then the application will be determined by the Planning Committee.

The Clerk confirmed that public notices have been published in the Worcester News to highlight the proposal to dispose of a section of the car park, to STW, for construction of a pumping station. The Clerk advised that the programme of works and draft Heads of Terms are awaited and that information has been sent to the Parish Council solicitors to progress with the statutory declaration and land registration. The Clerk is chasing for STW contractor details to progress the car park resurfacing proposal and Worcs CC regarding bus service provision during the proposed road closure.

11. 2013/142 Employment Matters

It was agreed for the litter picker to undertake Parish Council handyman work including mowing and strimming around the Parish. The Clerk will issue a revised contract. Following feedback received, it was agreed that any work allocated to the handyman/litter picker must be undertaken only by the handyman/litter picker (who must adhere to health and safety requirements) and not by another party. The Clerk will advise the handyman/litter picker.

12. 2013/143 Parish Hall Recreation Facilities

The Clerk advised that there doesn't appear to be a suitable location at the Parish Hall that meets the national guidance for skate parks, which requires them to be located more than 150 metres from the boundaries of domestic properties. The Clerk is making enquiries with The Play Inspection Company regarding project management. The Parish Hall site at Cropthorne has been highlighted as a good example of Hall and recreation facilities. The Clerk will arrange a visit for Parish Councillors, the Clerk and representatives from the Parish Hall to view facilities and gather information. The Clerk advised that following discussions about s106 funding, Worcester Norton Sports Club is considering whether it has any projects that it would like Wychavon DC to consider.

13. 2013/144 Parish Hall Car Park/Grounds/Outside Space

a) Car park tarmacking proposal: The Clerk is in contact with STW to obtain contractor details and to arrange a meeting to discuss suggestions for the area to resurface, the nature of the surfacing and costs. Cllr. Fincher has offered assistance.

b) It was proposed by Cllr. Bennett, seconded by Cllr. Mrs Hewison and agreed by all for the Clerk to arrange for burning of the football pitch lines for the forthcoming season at a similar cost to that incurred in 2011 (£195 plus VAT).

c) Following feedback received regarding football pitch hire costs, it was agreed by all to leave costs unchanged at £7.50 per hour per pitch, as this appears in line with other similar facilities. It was noted that the line marking machine appears to be using a lot of line marking powder and the Clerk will investigate costs to replace.

14. 2013/145 Parish Hall

a) It was noted that the Hall Manager has resigned with effect from 1st September (or earlier if a replacement has been found) due to the time consuming, and at times very challenging, nature of this role. Mr. Sparling would like to continue as the Booking Secretary. The Hall Trustees are considering options for a new Hall Manager. The time and contribution that Mr. Sparling has made to the Hall was acknowledged with appreciation.

Cllr. Fincher provided a report relating to toilet flooding and the septic tank after agenda item 4 summarised as follows. The toilets have been flooding with what appears to be overflow back from the septic tank (although this had appeared to be 'clean' water). The Hall Manager has undertaken some investigative work with a drainage contractor (who connected Pre-school) and this has been followed up by Cllr. Fincher, as a Parish Hall Trustee and Parish Council/landlord representative. Cllr. Fincher summarised the potential issues relating to the septic tank, soakaway and overflow pipe, along with options suggested by the contractor to resolve these. These options were considered in light of current regulations and the proposed connection of the Hall to the new mains sewerage system in 6/9 months. Following discussions it was agreed for the Clerk to seek further background information relating to the septic tank from Mr. Reeves, to seek further advice from other contractors, to seek guidance from Wychavon DC relating to the need for planning permission/building regulation inspection/approval and to advise Pre-school regarding the situation. Whilst a solution is being investigated, it was agreed that the Parish Hall should arrange for emptying of the septic tank as often as necessary, with the cost borne by the Parish Council, as proposed by Cllr. Bennett, seconded by Cllr. Mrs Hewison and agreed by all. Cllr. Fincher will advise the Hall Manager and provide an update to the drainage contractor. Cllr. Fincher gave his apologies and left the meeting at 8.05pm.

The Clerk provided an update on other matters following the last Trustees meeting which included damage to the Hall by a hirer, general maintenance work, VAT paid on capital expenditure, a Community First 'health check' (which will inform the Hall maintenance plan), a disclaimer on future booking forms relating to damage at the Hall, a decision not to progress with CCTV unless vandalism becomes a problem, installation of wi-fi, confirmation of availability of the Hall for a youth club session, pilot coffee mornings, an offer to the Community Games Group to host the 2014 fireworks event at the Parish Hall, insurance renewal in August, Parish Hall terms of reference, income levels/audit requirements and availability of detailed financial information. The Clerk will request a copy of the detailed financial information for circulation to Parish Councillors for information/comment.

b) Mains sewage connection for the Parish Hall and Pre-school: The Clerk advised that the Parish Hall Trustees and Pre-school wish to accept the Parish Council's offers relating to laying of the pipes to connect to the new mains sewerage system. In terms of the Pre-school connection and the proposed increase in rent to reflect the better services to the site, consideration will need to be given as to how this agreement is finalised and documented. It was noted that there are many strands of the STW project/septic tank repairs to consider, all of will impact upon the Parish Hall facilities e.g. construction of the pumping station, laying of pipes for the Hall and Pre-school connections, proposed resurfacing of the car park, maintenance associated with the septic tank and the lengthy closure of Wadborough Road. The Parish Hall is advising hirers of the proposed plans and an alternative route to the Hall during the road closure. In view of the reduction in parking capacity during this work, the Parish Hall is investigating options for the Parish Council to consider relating to laying of protective matting to allow some parking around the edge of the playing field. Details will be provided for consideration by the Parish Council. The option for one of the fields at the end of Wadborough Road to potentially be used for parking (subject to

agreement by the tenant) is also being considered by the Parish Hall. The Hall Trustees have scheduled a meeting on 1st August to consider how the impact of the STW project and associated work is progressing and how this will be managed.

15. 2013/146 Maintenance Work

The Clerk reported that following seeding of an additional area of the churchyard (which has been arranged by the Church), the contractor has advised that this will incur additional mowing costs of £40 per cut. It was agreed for the Clerk to contact Rev. Sloggett to enquire about their plans for maintenance of this area. The Clerk highlighted that the strip of land to the left of the churchyard path, from the Church Lane entrance, is in need of clearance and it was agreed for the Clerk to instruct Shear Perfection to undertake this work with the next churchyard cut, with 50% of the cost to be reimbursed by the Church.

16. 2013/147 Highways Matters

a) The Clerk provided an update from Worcs CC Highways relating to 20 mph zones in residential areas. These are only considered where there are high volumes of both traffic and pedestrians and traffic calming would also need to be applied to encourage speed reduction. In most locations, the expectation would be for the local Police to deal with matters of dangerous or speeding offences. The Clerk will contact CSO Allchurch and request monitoring of Talavera Road, Norton.

b) The Clerk advised that Highways is progressing the Church Lane parking restrictions and as agreed, a reply has been sent in response to letter received about the impact of these proposals on Smiths Livery Yard. The timed parking restrictions outside NJK CE First School are anticipated to be marked at the end of August/early September provided that no objections are received by Highways. The request for consideration of installation of a yellow junction box at the roundabout junction of Norton Road/A4440 (southern link road) has been acknowledged and will be reviewed by Highways within 28 working days. The Clerk provided details of school and bus service provision during the Church Lane road closure w/c 1st July.

c) The feedback received regarding school parking was noted and considered. The Clerk advised that a response has been sent to the resident highlighting that additional parking restrictions are due to be marked outside school and also that school has previously confirmed to the Parish Council that it regularly reminds parents to park safely/considerately, that the support of local Police has been sought and that it promotes the 'walking bus'. With the resident's consent, a copy of the feedback received has been forwarded to school, along with a suggestion that when an event is being held at school (e.g. sports day) perhaps the local Police could be asked to patrol the area to monitor the parking situation. This action was confirmed, with no further action required.

17. 2013/148 School Transport Post 16

The change in the law requiring children to remain in some form of education until age 17 was noted, along with the impact of this on funding of school transport post 16. It was agreed to submit the previously circulated draft question to Worcs CC, to establish whether consideration has been given to extending the funding of school transport to age 17 and if so, the outcome of this. The Clerk will submit to Worcs CC.

18. 2013/149 Grass Bank Salamanca Drive

The summary circulated by the Clerk prior to the meeting was noted. It was agreed to consider the situation further at the July Parish Council meeting.

19. 2013/150 Road Side Advertising

It was agreed that details of any road side advertising considered to be inappropriate should be sent to the Clerk for reporting via the Worcestershire Hub. Full details are needed for reporting, including precise location and details of the sign(s).

20. 2013/151 Coppice Cottage Boundary

The Clerk provided an update following a meeting of the owners with the Clerk and Cllr. Turvey. As previously discussed, the owners believe that the boundary fence should be located further into

the Parish Hall car park, by a distance of c. 4 metres. A plan has been obtained from the Land Registry which details the boundary of Coppice Cottage. It was suggested that the Parish Council needs to consider if it accepts the boundary as detailed on the Land Registry plan. The Land Registry website states that it cannot advise on boundary disputes and provides contact details for the Royal Institution of Chartered Surveyors (RICS) boundary dispute helpline. This helpline has provided contact details for a local firm of surveyors. If the Parish Council accepts the Land Registry boundary plan, a professional, independent opinion of where this boundary sits on the ground could be sought. It was agreed for the Clerk to contact the local surveyors to establish how this could be done and the likely costs involved. The Parish Council will consider this information and whether it accepts the boundary as detailed on the Land Registry plan at the July Parish Council meeting. Consideration will also be given to the suggestion that an independent, professional view of the line of the boundary on the ground is sought, with costs to obtain this split equally between the owners/Parish Council and an agreement from all parties that the surveyor's decision will be accepted. The Clerk will agenda for the July meeting and update the owners on enquiries being made.

21. 2013/152 Parish Council Logo

The revised logo circulated prior to the meeting was agreed and the Clerk will obtain final versions (one for the Parish and one for the Parish Council). Parish Councillors will give consideration to how this logo is used.

22. 2013/153 Finance

a) It was proposed by Cllr. Mrs Hewison, seconded by Cllr. Bennett **and all were in agreement** that the accounts detailed below be approved for payment/confirmation.

Accounts for Confirmation:

Creditor	Detail	Amount £
New Farm Grounds Maintenance	3 cuts of the playing field (£181.50 plus VAT)	217.80
Newsquest (Midlands South) Ltd	Advertising of proposed disposal of land at Norton Parish Hall relating to the proposed Severn Trent Water Sewage Pumping Station (£200.80 plus VAT)	240.96
Severn Trent Water	Allotments water bill (Dec – June)	55.48
Shear Perfection Ltd	One cut of Brockhill verges (£173) and churchyard (£177) plus VAT (7 th June)	420.00
Duplikate	Newsletter net cost (£290) plus Annual Parish Meeting information booklet printing (£28.80)	318.80
TOTAL		1,253.04

Accounts for Payment:

Creditor	Detail	Amount £
Mrs C. McGovern	Expenses claim – reimbursement of stamp costs relating to the newsletter	7.20
H. Turvey	Expenses claim – reimbursement of Land Registry title search fee	6.00
R. Pullen	May/June 2013 – play area inspections and maintenance work (5.5 hours), mileage and pay in lieu of holiday (Gross)	46.03
M. Abbott	Litter picking May 2013 – 3.5 hours (after adjustment of 4 hours from May payroll), mileage, and pay in lieu of holiday (Gross)	65.17
M. McGovern	April/May 2013 and July/Sept/Oct 2012 – general Parish maintenance, including maintenance of benches and mowing /strimming (24.5 hours), mileage, materials and pay in lieu of holiday (Gross)	208.13

Mrs J. Greenway	Honorarium June 2013 plus 112.25 extra hours worked (April 2012 to March 2013) plus £25.76 mileage (Gross)	2,103.30
Mrs J. Greenway	Expenses June 2013	85.34
Shear Perfection Ltd	One cut of Brockhill verges (£173) and churchyard (£177) plus VAT (20 th June)	420.00
HMRC	Quarterly Tax, Employee's NI and Employer's NI due	1,062.20
Worcs CALC	Clerk's Gathering training session 2 nd July 2013	10.00
	TOTAL	4,013.37
	GRAND TOTAL	5,266.41

b) Renewal of the annual CPRE membership at a cost of £29 was proposed by Cllr. Mrs Hewison, seconded by Cllr. Bennett and agreed by all. The Clerk will arrange.

23. 2013/154 Correspondence for Information

See Appendix 1 for a list of correspondence received. No items were requested.

24. 2013/155 Clerk's Report on Urgent Decisions since the Last Meeting

As discussed during the meeting plus liaison with Rooftop Housing about broken street lights and a fallen tree in Regiment Close.

25. 2013/156 Items for Update to Local M.P.

Nothing to report at this time.

26. 2013/157 Councillors' Reports and Items for Future Agenda

The following items will be added to the agenda for consideration at the July Parish Council meeting:

- Consultation relating to designation of a Neighbourhood Area by Whittington Parish Council.
- Areas for dog walking within the Parish following feedback about the Norton area.
- Parish Council procedures regarding weed spraying by contractors.

27. 2013/158 Dates of Next Meetings:

Parish Council Meeting – Thursday 18th July 2013

The meeting closed at 10.10pm.

Correspondence Received for 27th June 2013 Parish Council Meeting	
Sender	Subject
A. Sanghera	Worcester Raiders FC use of pitches for 2013/14 season
British Library	Letter re deposit of Parish Council newsletter
CALC	Updates on various matters and training, including: new CALC web site, new NALC 'The Good Councillor's Guide', 9 th Parish Conference, Clerks' Gathering, procedures in the absence of the Clerk, new County Councillors, dates for the diary, HMRC matters, Health and Social Care Honour nominations, training events, Clerk vacancies, funding, news from NALC and general information (forwarded to Parish Councillors for information).
CPRE	Annual Report and April 2013 newsletter, invitation to AGM on 14 th July, annual membership renewal
Dalcour Maclaren	STW SPS proposals
Hags SMP	Parish and Community News on playground developments and funding
Kempsey Parish Council	Welbeck outline planning application for land to the south of the City of Worcester, Bath Road, Broomhall, Worcs (linked to the SWDP)
Lloyds TBS	Move of some accounts to new TSB and changes to account terms and conditions as result of this change, despite Parish Council accounts remaining with Lloyds Bank
Malvern Hills DC	Notice of SWDP submissions (circulated to Parish Councillors)
Mr Booker	Severn Trent Water proposed pumping station
Mr Fletcher	Parking problems in Littleworth associated with school traffic
Mr Goode	Copy correspondence re Community Asset nomination for Worcester Norton Sports Club
Mr Lane	Dog walking at Norton – suitable areas for dog walking
Mrs Delord	Regiment HQ/Rooftop planning application and consultation meeting on 10 th July
Mrs Lodge	Norman door at St. James Church, Norton
Mrs S Milne	Play area maintenance required
Mrs. S. Way-Vautier	Regiment HQ/Rooftop planning application and consultations
NALC	Local Council Review magazine Summer 2013, Local Council review online
National Trust	Croome Park advertising on notice boards and in the newsletter
Navigus Planning	Changes to the planning system
Norton Community Games	Brief overview of the event and thank you for support
Open Spaces Society	Summer newsletter and Annual Report/AGM
Parish Hall Manager	Hall toilet flooding, septic tank and soakaway
Richards Sandy Partnership Ltd	Accountancy fees for 2013/14 and 2014/15
Rural Services Network	Rural News Digests and Rural Opportunities Bulletin (forwarded to Parish Councillors for information)
West Mercia Police	Crime and suspicious activity reports (forwarded to Parish Councillors).
Worcs CC	School and 382 bus services during the Church Lane road works w/c 1 st July (forwarded to Parish Councillors).
Worcs CC Highways	<ul style="list-style-type: none"> • Additional road markings along Wadborough Road, Littleworth opposite NJK CE First School – if no objections received then anticipate marking in late August/early September • 20mph zones – criteria for consideration • Yellow junction box request at the Norton Road entrance/exit to the A4440 roundabout • Road works reports • Norton adoptions and roundabout/pedestrian crossing update

Correspondence Received for 27th June 2013 Parish Council Meeting (continued)

Sender	Subject
Wychavon DC	<ul style="list-style-type: none"> • Consultation on designation of a Neighbourhood Area by Whittington Parish Council. Comments required by 12th August. • Planning conditions relating to Crookbarrow Road development (occupation/roundabout construction) • SMH planning conditions re operating hours • Regiment HQ/Rooftop planning application and consultation meeting on 10th July • Register of Interest Forms, including availability online and training events on 2nd and 7th October • Communicate magazine June 2013(forwarded to Parish Councillors) • Invitation to Chairman’s Civic Service 7th July (forwarded to Parish Councillors) • Acknowledgement of comments relating to planning procedure changes and that these will be considered in reaching a final decision. • Notice of SWDP submissions (circulated to Parish Councillors) <p><u>Approval Notices:</u></p> <ul style="list-style-type: none"> – W/13/00893: 60 Toulouse Drive, Norton (Two storey rear domestic extension) – W/13/00958: 11 Cambrai Drive, Norton (Proposed ground floor rear extension to create extended kitchen and utility, and first floor extension over existing garage to create 2 no. bedrooms)