

**MINUTES OF THE MEETING OF THE  
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON  
THE 16<sup>TH</sup> SEPTEMBER 2013 AT NORTON PARISH HALL, LITTLEWORTH**

See Appendix 1 for public question time discussions.

- 1. Apologies for Absence:** Mrs. C. McGovern, M. Reeves. These apologies were accepted and approved.  
**Attending:** H. Turvey (Chair), A. Bennett, C. Dawson, K. Fincher, Mrs. D. Hewison, D. James, Mrs T. Collins, Cllr. R. Adams (County & District Councillor), Mrs. J. Greenway (Clerk/Responsible Finance Officer).
- 2. Declarations of Interest**
  - a) Cllr. Turvey reminded members of requirements as outlined in the agenda.
  - b) and c) None.
  - d) Previous dispensations granted were noted.
- 3. 2013/183 Worcestershire County Council (WCC) Drainage Project**
  - a) The Clerk referred to the Worcs CC correspondence/plans/consent form received and previously circulated. Worcs CC wish to commence work on 17<sup>th</sup> September, with access from 16<sup>th</sup> September. WCC will be utilising the STW Wadborough Road closure for the period of its works.  
  
The owner of the field to the rear of the Parish Council land (field between Coppice Cottage and Courtnellan) has highlighted a right of access across the Parish Council land to Worcs CC. It was agreed that this cannot be currently confirmed/denied. After the Worcs CC work has been completed the Clerk will contact the land owner to establish on what basis he believes there is a right of access, so that this can be considered further by the Parish Council. It was agreed that this land owner's request to Worcs CC, for installation of a dropped kerb on Wadborough Road by the gate to the Parish Council land, should be referred by the Worcs CC project team to Worcs CC Highways, as during discussions relating to proposed STW schemes, Highways did not wish to see a vehicular access point at this point for safety reasons.  
  
The Worcs CC works compound has been temporarily placed in the Parish Hall grounds (with the agreement of the Hall Manager) prior to Severn Trent Water (STW) setting up its work compound. It was agreed that the Worcs CC compound can be moved into the Parish Council field (between Coppice Cottage and Courtnellan), subject to the area being fully reinstated to at least the current condition after completion of the work. The Worcs CC compound may stay at the Parish Hall if STW can accommodate this in their agreed work compound area.  
  
b) It was agreed for the Clerk to provide consent to Worcs CC for the proposed work and to complete the consent form provided. This consent is subject to:
    - The area being fully reinstated to at least the current condition after completion of the work.
    - The Parish Council being advised when the work has been completed so that reinstatement work can be confirmed as satisfactory.
    - The Public Right of Way not being obstructed.
    - Working hours of 8am – 6pm Monday to Friday, 8am – 1pm on Saturdays, with no working on Sundays or Bank Holidays, unless otherwise agreed with the Parish Council/residents.The Clerk will clarify the project timescale, which is understood to be approx. 4 weeks.
- 4. 2013/184 Severn Trent Water (STW) Sewerage Scheme Proposals**
  - a) The revised bus timetable was noted along with the proposed diversion routes, with additional signage referring specifically to Norton Parish Hall. Car parking at the Hall during the period of works is causing concern to the Hall Trustees however the suggestion of using the tennis courts for parking was considered as problematic. Cllr. Fincher will raise this for further discussion at the

next Hall Trustees meeting. The Parish Hall site boundary plan has now been received from the land surveyor to support the Land Registry application and statutory declaration. The value of the indemnity policy, to support the Parish Council land registration by statutory declaration, has been suggested at £16k by STW. The Parish Council land agent will confirm this value for our solicitor. The Clerk will discuss options with the Parish Council solicitor for an indemnity policy to cover the whole site, rather than just the area of land being sold to STW.

It was noted that our land agent is moving firms and was agreed to retain his services with his new firm due to his knowledge of this project. The Clerk will notify the land agent. The STW planning application has yet to be approved by Worcs CC and it is understood that this will be decided under delegated powers by the Planning Officer.

Following the STW public meeting on 13<sup>th</sup> September, a resident has highlighted concerns about the scheme in terms of the route of pipes and the situation is being clarified with STW. The Clerk is continuing to chase STW for information relating to the Parish Hall/Pre-school connections (STW is aware that these pipes need to be installed prior to the access road being laid), a schedule of works, details of the size of the area of the access road/pumping station (for calculation of the area of the car park to be resurfaced) and for surfacing contractor details.

**b)** The previously circulated draft Heads of Terms were considered. The following points were agreed:

- The Clerk will confirm that surveyor fees include the land agent costs. Based on discussions with the Parish Council solicitor it is unlikely that VAT will be recoverable on these land transaction costs and therefore STW will be responsible for the VAT element of these fees. The final sentence of item 9 should be removed.
- If temporary access agreement is not obtained from Worcs CC Highways (item 11.7), STW will provide an alternative solution to maintain access at all times to the Parish Hall, including vehicular access, subject to the agreement of all parties.
- The Parish Council will have a right to inspect reinstatement work, which will be completed to at least current conditions at the end of the works.
- Item 10.2: STW to be responsible for all maintenance to the concrete access road. The concrete specification for this access road has been requested by STW and whilst maintenance costs may be low initially, longer term they could be a significant drain on Parish Council resources. The Parish Council has no need for this concrete access road.
- Item 15: The proposed temporary footpath should follow the route of the Public Right of Way (PRoW), behind the STW work compound to join the car park. This should remove the need to divert the PRoW, however 'de minimis' considerations may allow for a minor variation in routing if not considered significant by Worcs CC. If necessary, it may be possible for the tree adjacent to the PRoW (by the information Board) to be removed. The existing tarmac path from the pedestrian corner gate should be removed and the proposed temporary path tarmacked making this permanent, to a point just beyond the end of the turning head, with a 'dog leg' tarmacked path constructed to join the edge of the car park. If the Information Board needs to be relocated, the Parish Council will be responsible for this.

The draft Heads of Terms (version dated 13<sup>th</sup> September) were agreed subject to the above items being agreed and minor wording changes. The Clerk will advise the land agent and STW representatives and request revised draft Heads of Terms for review/agreement.

**c)** It was agreed to allow STW early access to start works on 23<sup>rd</sup> September in view of the arrangements in place for works to start and that the Heads of Terms are close to being finalised.

## **5. 2013/185 Dates of Next Meeting**

Thursday 26<sup>th</sup> September

The meeting closed at 9.05pm.

**Public Question Time Discussions**

A resident of Church Lane, Norton attended to highlight that around 15 years ago the possibility of mains sewers being installed in Church Lane was investigated but not progressed. In view of the mains sewer connection being installed by STW in Wadborough Road, Littleworth, and the number of properties in Church Lane using septic tanks/cess pits, the Parish Council was asked to encourage STW to undertake a similar scheme in Church Lane. This request was noted and will be highlighted to STW.

Mrs. Collins, resident of Wadborough Road, Littleworth advised that it was the residents that sought the Littleworth mains sewer connection and progressed this with STW.

Members of the public were thanked for attending.