

DRAFT MINUTES OF THE ANNUAL PARISH MEETING OF
NORTON-JUXTA-KEMPSEY PARISH
HELD AT NORTON PARISH HALL, LITTLEWORTH ON
WEDNESDAY 1ST MAY 2019

1. **Apologies for Absence:** Cllr. Kelly, Mr Reeves.

Attending:

Cllr. Fincher (Parish Council Chairman), Cllr. Arrow, Cllr. Dawson, Cllr. Lucas, Cllr. Pollard, Cllr. Richmond, Cllr. Turvey, Cllr. Waizeneker, Cllr. Adams (District and County Councillor), Mrs Greenway (Clerk and Responsible Finance Officer) and 26 parishioners.

2. **Welcome and Report from Cllr. Fincher, Parish Council Chairman**

Cllr. Fincher welcomed attendees, introduced members of the Parish Council and reiterated the Chairman's Report included within the Annual Parish Meeting Information Pack (which was circulated at the meeting, attached as Appendix 1). Questions are recorded under agenda item 8.

3. **Parish Information Pack**

Attached as Appendix 1 and includes:

- a. **Minutes of the 2018 Annual Parish Meeting 3rd May 2018**

Accepted as a true record and signed by the Chairman, as proposed by Mr. D. Smith, seconded by Mr P. Morgan, and agreed by all.

- b. **Parish Reports** - As detailed in Parish Information Pack attached as Appendix 1.

- i. **Planning**
- ii. **Allotments**
- iii. **Bus Services**
- iv. **Playing Fields**
- v. **Public Rights of Way**
- vi. **Finance Summary**
- vii. **Norton Parish Hall**
- viii. **Neighbourhood Plan**
- ix. **Norton Charities**
- x. **Police**
- xi. **Parish profile**

The Norton-juxta-Kempsey CE First School report was received after agenda item 3 but is recorded in the minutes under agenda item 7c.

The Norton Theatre Group report was received after agenda item 3 but is recorded in the minutes under agenda item 7e.

4. **South Worcestershire Development Plan (SWDP), Parkway Station, other developments within the Parish and highways/adoption matters**

SWDP, Southern Link Road and Parkway Station as reported within the Chairman's report. Cllr Richmond referred to the summary of planning applications within the Parish Information Pack and explained how consultations with the Parish Council fit within the overall planning process. Further details were provided relating to the 2 applications that the Parish Council objected to (details within the Parish Information Pack). Enquiries are being made regarding compliance with planning conditions for the new haulage facility along Woodbury Lane (planning application approved by Wychavon DC in December 2017).

5. **Report from Cllr. Rob Adams (District and County Councillor)**

Cllr. Adams provided a report including uncontested elections for the Parish Council and District Council Ward, apologies from the Wychavon Head of Housing and Communities, feedback from residents, County and District Council budgets, Wychavon DC funding opportunities (New Homes

Bonus and Community Legacy Grant). Cllr. Adams welcomed residents' feedback.

Cllr. Adams thanked the Chairman, Vice-Chairman, Councillors and the Clerk for their support, hard work and service to the community. Cllr. Adams was thanked for his continued efforts on behalf of the Parish and for his support.

6. Future Uses for New Homes Bonus (NHB) Funding

An overview of s106, NHB and Community Legacy Grant (CLG) funding opportunities was provided, with the need for projects to meet specific funding criteria and for community support to be evidenced for proposals. Previously funded projects were noted along with ideas currently being explored. Residents were encouraged to submit project ideas to the Parish Council for consideration. NHB and CLG funding criteria is published on the Wychavon DC website:

www.wychavon.gov.uk

7. Parish Reports

a. Norton Parish Hall

Cllr. Fincher, Hall Trustee, reiterated the Parish Hall Trustees Chairman's Report included within the Annual Parish Meeting Information Pack.

b. St. James the Great Church

Whilst Rev'd Mark Badger was unable to attend the meeting, a brief update was received following a recent report to the Parish Council, including the potential to extend community use of the Church and the Beechill Room, and the need to increase funding to preserve the Church for future generations.

c. Norton-juxta-Kempsey CE First School

Mrs Dean, Head Teacher, provided a report reflecting the vibrancy of the school and its curriculum, the multi-academy trust structure, transition to a Primary School and work to minimise the impact of this on the local infrastructure and residents.

d. Norton Worcestershire Regiment Group (NWRG)

A report was received highlighting the Group's activities/achievements to date and plans for installation of a sentry statue in Norton (aimed for summer 2020). The Group is planning to include details of how the sculpture is developing on its website and in the Parish Council newsletter.

e. Norton Theatre Group

Mr. Simms provided a report on a successful 2019 panto, plans for 'Goldilocks and the three bears' for the 2020 performance and the wide range of volunteers/volunteering opportunities. Details for rehearsals and volunteering opportunities will be included in the Parish Council newsletter, on the Parish noticeboards and on Facebook, or speak to Mr Simms. All were welcomed. The Parish Council and Parish Hall Trustees were thanked for their support.

f. Royal British Legion (RBL) – Littleworth and District Branch

A report was received including background to the local branch of the RBL, its activities and the need to raise funds to continue with its good work. A 1940s themed Poppy Ball at the Parish Hall is being explored.

g. Norton College

A report was received which included College activities, pupil and staffing numbers and an invitation from the Deputy Head Teacher for pre-arranged visits if residents would like to learn more about the College's activities.

h. EnviroSort

A report was received providing an overview of community liaison group meetings, plant monitoring and recent changes to the planning permission. The EnviroSort newsletter report provided an update on operations and included EnviroSort contact details for residents to provide feedback or report matters for attention e.g. litter.

8. Residents Questions

Concerns were expressed regarding use of Parish roads as a short cut to the Parkway Station

along with questions regarding the nature and route of the pedestrian/cycle route. It is hoped that the Norton Active Travel Corridor proposals will discourage use of the Parish as a short cut, as traffic light control over the Woodbury Lane railway bridge should reduce time saved by travelling through the Parish rather than using the A4440 and B4084 route. Plans of the Travel Corridor proposals are awaited from Worcs CC and these will be shared with residents as soon as possible.

The need for a cycle route was questioned in view of the potential impact upon residents/drivers and a perceived low number of cyclists. It was noted that the route will form part of a National Cycle Route. In response to a comment regarding speed limits, the vast majority of attendees wished to see drivers complying with the existing speed limits rather than speed limits being increased.

In response to a question regarding Crookbarrow Road hedge maintenance, it was clarified that in most instances this is the responsibility of residents. It was noted that there are limitations to cutting during the bird nesting season and that a notice is included in the Parish Council newsletter to remind residents and land owners to carry out hedge maintenance. Parish Council owned hedges are cut 2-3 times a year depending on location and growth levels.

Concerns were expressed regarding the state of the Talavera Road play area and the lack of maintenance to the area. It was explained that the Parish Council doesn't own or have responsibility for this area, with this falling to a maintenance company after transfer from the developers. The Parish Council has however raised concerns with the maintenance company and is pressing for attention.

In light of adoption issues, a question was asked regarding lessons for the future. It was highlighted that the developers gave assurance regarding adoptions being managed in a timely manner, with planning conditions also put in place linked to first occupation of properties, but despite the efforts of the Parish Council, conditions were not enforced by the Local Planning Authority and adoption has not been completed as was planned.

The Parish Council was congratulated on its newsletter which includes very useful information about the Parish and activities within it.

Improvements to Public Rights of Way, surfaces in particular, would be welcomed if funds allow and if land owners are receptive to assisting with this. This was noted by the Parish Paths Warden who is currently liaising with Worcs CC regarding outstanding issues and Public Rights of Way improvements. Feedback regarding specific paths was welcomed.

Issues relating to the speed, volume and nature of traffic using Hatfield Lane was noted along with the impact that this is having on passing places and drainage issues. Following Parish Council discussions with Worcs CC Highways, improved signage was put in place, but the efficiency of this will be reviewed with Worcs CC in view of continued issues. Feedback was received regarding sat nav issues which particularly affect lorry drivers visiting local sites for the first time. Speeding along Church Lane was also noted.

9. Close of Meeting

The Chairman thanked all those attending and Cllr. Turvey for service as Chairman for over 9 years, closing the meeting at 9.30pm.



Norton-juxta-Kempsey

May 2019

**Annual Parish Meeting
Information Pack**

Contents:

Norton-juxta-Kempsey Parish Council

Parish Council Chairman's Report

Summary of Planning Applications Considered

Allotments Report

Bus Service Report

Playing Fields Report

Public Rights of Way Report

Financial Summary

Norton Parish Hall Report

Neighbourhood Plan Report

Norton Charities Report

Police Report

Draft Minutes from the 2018 Annual Parish Meeting

Parish Profile

Norton-juxta-Kempsey Parish Council

Parish Councillor	Main Areas of Responsibility (in addition to general Parish Council matters)
Cllr. Kevin Fincher Parish Council Chairman	<ul style="list-style-type: none"> • Planning matters • SWDP, Parkway Station and infrastructure matters • Parish Hall representative and Chair of the Parish Hall Trustees • Parish Hall car park re-surfacing group
Cllr. Peter Richmond Parish Council Vice-Chairman	<ul style="list-style-type: none"> • Planning matters • Playing fields/recreation facilities • Parish Hall car park re-surfacing group
Cllr. Colin Arrow	<ul style="list-style-type: none"> • Neighbourhood Plan
Cllr. Chris Dawson	<ul style="list-style-type: none"> • Playing fields/recreation facilities • Parish Hall matters
Cllr. Mrs Dawn Kelly	<ul style="list-style-type: none"> • General Data Protection Regulation • Allotments • PACT representative
Cllr. Doug Lucas	<ul style="list-style-type: none"> • Neighbourhood Plan • Parish Council land matters • EnviroSort Community Liaison Group
Cllr. Martin Pollard	<ul style="list-style-type: none"> • Parish Hall car park re-surfacing group • Planning matters • Drainage matters • Neighbourhood Plan • EnviroSort Community Liaison Group
Cllr. Howard Turvey	<ul style="list-style-type: none"> • Planning matters • SWDP, Parkway Station and infrastructure matters • Public Rights of way • Neighbourhood Plan
Cllr. John Waizeneker	<ul style="list-style-type: none"> • Superfast Broadband matters
Mr. Mike Reeves (co-opted member)	<ul style="list-style-type: none"> • Flooding/drainage matters • Parish Hall car park re-surfacing group

Parish Clerk	Contact Details
Mrs Jane Greenway	18 Corunna Close Norton Worcs WR5 2PW Email: NJKparishclerk@aol.com Tel: 01905 763515

Chairman's Report for Annual Parish Meeting 2019

Having taken over from Howard Turvey as Chairman of the Parish Council in May 2018, this is the first Annual Parish Meeting (APM) report that I have written in that role, though you may recall that I have previously written to you as Vice-Chairman in Howard's absence. I'm sure you would all wish to join me in thanking Howard for the sterling work he has done over his nine years as Chairman, and while stepping down from that role, he very much remains part of the Council as a Parish Councillor.

Southern Link Road

I'm sure many of you feel that the A4440 project (Whittington to The Ketch) seems to have been taking an eternity. Originally forward-funded by Worcester County Council (WCC) on the understanding that S106 money (an infrastructure premium levied on developers for building houses) would become available from the developers as they built the South Worcester Urban Extension (SWUE), the building of the new houses and hence the money, did not materialise. WCC has managed to keep the work progressing by using their reserves, though progress has not been as fast as hoped. However, work is now underway to establish the Upper Battenhall Farm Accommodation Bridge and the Crookbarrow Way Footbridge, both of which are hoped to be opened later this year. Once the bridges have been completed, the eastbound carriageway (towards Whittington) and the footway alongside Crookbarrow Way will be moved to their final alignment since they are currently both mis-aligned to the south to provide working room for the bridge installation.

Planning application was submitted for the Broomhall Way Footbridge (between the Norton and Ketch roundabouts) to the County Council's Planning Team in January and comments from various stakeholders are currently being evaluated. It is hoped that the application will be considered at the July WCC Planning and Regulatory Committee, to enable work to commence in the autumn. The plan is that once the bridge is opened, the temporary pedestrian crossing immediately east of Norton Roundabout will be removed and the westbound vehicular approach to the roundabout will be fully opened.

Work has begun on the final phase of the Southern Link Road between The Ketch and Powick Roundabouts (Temeside Way). A second river bridge, viaduct and carriageway will be constructed immediately to the south of the existing road along with an enhanced pedestrian/cyclist underpass underneath the bridges immediately west of The Ketch Roundabout, and a new pedestrian/cyclist bridge over Hams Way immediately west of Powick Roundabout. There will also be capacity improvements made to the Ketch and Powick Roundabouts. This final section of the scheme (often referred to as Phase 4) is due for completion in 2021 by which date the Southern Link Road will be fully dual-carriageway between Junction 7 of the M5 and the Powick Roundabout.

Worcestershire Parkway Station

The construction of the new station is progressing well with the main station building, which is currently being fitted-out internally, clearly visible from the B4084. The station car park is nearing completion as are the platforms, and the Public Right of Way and station footbridges are both in place. The station is on target to open in the final quarter of 2019.

Active Travel Corridor

The plans for the walking and cycling Active Travel Corridor between St Peter's and the Parkway Station via Brockhill Lane and Woodbury Lane are well advanced. I would have wished to have shared them with you at the APM, but purdah (the stasis that government enters immediately prior to an election) has meant that I am unable. In addition to traffic calming in Church Lane and Woodbury Lane, it is also hoped to include traffic light control of the rail bridge at The Retreat (much like at Eckington bridge) and a change in priority at the Retreat road junction. As soon as I am able it is still my intention to share the wider plan with you all at a public briefing, date tba.

'The Sentry'

I previously encouraged you to take part in a poll regarding the spending of New Homes Bonus money (money from new development available for public use) on a statue to commemorate the Parish's links with the Worcestershire Regiment and to mark the end of the First World War. 43 responses from an electorate of over 2,000, were received, but 81% of those expressing an opinion were in favour, hence the request for use of up to £14,000 NHB funding for the statue has been approved by the Wychavon District Council Localism panel. Though only a fraction of the money pledged, work on the statue has now commenced and 'The Sentry' will be erected on the green area near the Pershore bound Crookbarrow Road bus stop when complete.

Anti-social behaviour

We have had a rise in anti-social behaviour in the Parish recently and while it is acknowledged that some of it comes from outside the Parish, there is also strong evidence that some of it comes from young people within our own boundaries. Noisy gatherings, use of Nitrous Oxide (laughing gas – easily obtainable from supermarkets, the spent canisters advertising it's use), dangerous and off-road use of mopeds, and the recent recovery of 20 small packets of white powder that were handed to the police. This does not herald the decline of Norton-juxta-Kempsey into a Bronx-like area where people fear to go out at night, but we all have a responsibility to ensure that none of this activity can be traced back to our own doorsteps, and that we report anything that is clearly not right. The police welcome calls to 101 and are particularly grateful for registration numbers if vehicles are involved.

Litter, hedges and parking

Three elements that tie up Parish Council time and effort unnecessarily are litter, hedges and parking. Litter; we already employ a Groundsman who litter-picks throughout the Parish, but he cannot be everywhere all the time, so please don't drop litter, and if you see it pick it up. Hedges; if you have a hedge which overhangs a public pathway, please ensure that it is trimmed back so that the pathway can be fully used. Parking; very few of us park our cars in our garages and many of us have more than two cars and only two parking spaces on the drive. If you do park on the kerb, please ensure that the public footpath can still be used by pedestrians, and more importantly, push-chair or wheel-chair users. Please also ensure that driveways and roads are not blocked (always bearing in mind the need for access by larger and emergency vehicles). This is of particular issue in parts of Littleworth and appears to be associated with parking for school.

Parish Council Budget

The Parish Council budget is referred to as Precept and it is received via the District Council, from the Council Tax collected from those within the Parish; any annual increase is normally kept to approximately 2.5%. However, this year the Parish Council set an increase of 9.9% for a Band D Council Tax property, which equates to an annual increase of £5.19 in Band D Council Tax. The increased budget reflects costs relating to the development of the Parish Council's tree management strategy (an imposed requirement which includes provision for professional tree surveys and tree maintenance work for trees on Parish Council owned land), and expenditure to assist in managing the impact of large-scale developments which will affect the Parish and its residents (e.g. Worcestershire Parkway Station and SWUE).

Expansion of NJK CE First School

From September 2019 NJK will be offering a YR5 class, and a YR6 class will be introduced from 2020. This initially raised concerns regarding parking outside the school, but hopefully the letter from James Hurley, Chair of Governors at NJK, in the recent Parish Magazine has addressed those concerns. Neither NJK school or the Parish Council are complacent regarding parking in Littleworth, now or in the future, and potential mitigating actions continue to be explored. Many of you can assist directly; individually by using the Parish Hall and The Retreat as alternative parking, or collectively by re-introducing the Walking Bus from one of those locations.

Parish Hall car park

The state of the Parish Hall car park has been commented upon negatively for many years, and it is with some pride that it has at last been addressed. Numerous concerns had to be addressed prior to it being completed (porosity, clearance of drainage ditches, removal of old oil tanks, etc....), all of which has been achieved by close liaison between the Parish Council, Parish Hall Trustees, and those with properties adjoining the hall. We hope you will agree that the end result is an improvement that better enables the hall to be used more efficiently by the community it supports.

Summary

Though often considered as something akin to the Vicar of Dibley, Parish Councils are the closest Government body to the parishioners they serve, and in Norton-juxta-Kempsey it is kept particularly busy given our location abutting three District/City Councils. If you want to get involved in any aspect of what we do, whether you wish to become a co-opted member, or merely wish to express a view, we would be delighted to hear from you, whether it's supportive, critical, or something you think we've overlooked.

Kevin Fincher
Chairman
Norton-juxta-Kempsey Parish Council

Summary of Planning Applications Considered by Norton-juxta-Kempsey Parish Council

Since the 2018 Annual Parish Meeting:

- 27 submissions have been considered from Wychavon District Council (25) and Worcestershire County Council (2).
- Of the 27 applications received for consultation, 20 have been approved, 1 not approved, 3 withdrawn by the applicant and 3 await decision.
- Of the 20 applications approved, the Parish Council objected to 2 applications:
 - Wychavon District Council application 18/2509/FUL:
Three Bob Yard, Woodbury Lane, Norton
Material change of use of land for stationing of caravans for residential occupation with associated shed on existing builder's yard.
 - Worcestershire County Council application 18/000035/CM:
EnviroSort, Woodbury Lane, Norton
Application to vary conditions 2 (approved drawings), 14 (control of noise), 18 (control of odour), 29 (control of external operations) and 32 (closing of doors) of planning permission reference number 14/000050/CM, dated 26 March 2015 to facilitate amendments to the EnviroSort facility and its operation.
- The one application not approved was supported by the Parish Council.
- Of the 3 applications withdrawn by applicants, one was withdrawn before the Parish Council commented, one was supported, and one was commented upon (without support or objection).
- Of the 3 applications awaiting decision, the Parish Council has supported 2 and commented upon one (without support or objection).

Mrs Jane Greenway
Clerk to the Norton-juxta-Kempsey Parish Council

NORTON-JUXTA-KEMPSEY PARISH COUNCIL

ALLOTMENT REPORT APRIL 2019

Having recently inherited responsibility for the running of the allotments, I have decided to re-introduce a BEST KEPT ALLOTMENT AWARD, the purpose of which is to encourage allotment holders to engage in some friendly competition, whilst at the same time encouraging them to maintain their allotments to an acceptable standard. The award will be presented in September and the relevant people notified accordingly once the format of the competition has been decided.

There is currently a waiting list for allotments, so those who are current tenants we hope you will continue, however please notify us promptly if you would like to relinquish your plot.

A formal risk assessment is being undertaken in order for the allotments to be a place of relaxation, productivity, as well as one of safety. We will be sharing the findings of this assessment with allotment holders once this has been approved by the Parish Council. In the meantime, can I remind tenants of their obligation to look after their tools, chemicals, and hard standing structures in accordance with the terms and conditions of their tenancy agreements. Also **PLEASE remember it is your responsibility to keep your children safe whilst on allotment premises.**

It just remains for me to say have a happy and safe growing season.

Cllr Dawn Kelly
Parish Councillor

The 50's Bus Services

Last year, I reported briefly on the demise of the number 382 buses and their replacement, the 50's. Over the year it has been a constant battle to retain the 52, 53 and 54 buses, and it is unfortunate that as the new 50's bus stop signs were being erected, service cuts were again being made.

As many of you will know, though I am no longer a Parish Councillor, I am still a member of the Vale Passenger Transport Group (VPTG), which works to retain both bus and train services in the Vale of Evesham, including our parish. The task has become more difficult over time because of underfunding and reducing subsidies. We all remember the 382, which operated seven days a week, with buses late into the evening. This stopped when about 80% of County Council subsidies were withdrawn, resulting in what we have now. The VPTG is working hard to maintain bus services and are constantly exploring ways and means to use transport resources which could be better employed e.g. buses running out of service to the depot and empty school buses at the end of or before the school run. The 50's services have settled down for the time being, with the X50, which does not serve the main settlement areas within our parish (other than those close to the B4084), earning profit for First Midland Red (FMR). Our own 52, 53 and 54 services will always be under threat, but helped by the profits from the X50 and some County Council subsidy, the good news is that they appear to be secure until March 2020.

There is bad news, however. We may in the future be losing the Wednesday/Friday midday shopping buses between Worcester, Norton and Littleworth, because they are not County Council subsidised and are not covering their running costs. Currently, from Monday to Friday, the earliest off-peak bus to Worcester (when free bus passes can be used), leaves Littleworth at 09.57 (Norton at 10.02). If Wednesday/Friday buses are withdrawn, the earliest bus to return each day from Worcester is 13.50. Having consulted bus users, we at VPTG believe the period from 10.00 to 13.50 is too long to wait for a return bus, so are asking FMR for the 13.50 to be rescheduled to 12.50. The loss of the Wednesday/Friday buses each week would be regretted, but should the need arise, a 12.50 bus, five days each week from Monday to Friday, is considered to be a reasonable compromise, and hopefully will provide a regular more usable service.

Bus Service to Parkway Railway Station

The Parkway Station is planned to open towards the end of the year, and the provision of a bus service between St. Peters, Norton and Parkway has been raised with FMR. Though the County Council scheme for Parkway included a bus service, FMR do not intend to provide this. It claims they are generally uneconomic, as from experience of similar stations only a very limited number of passengers use buses to travel there, the majority choosing to use private car or taxi.

Bus information updates can be found on the Parish Council's notice boards, and Facebook page, which can be accessed at www.facebook.com/NJKParishcouncil

Maurice Hughes

mightymo44@gmail.com

Parish Hall Playing Field/Recreation Facilities

We are happy to report that the Hall playing field drainage works are nearing conclusion, although we might have to wait until next year to see the beginnings of any improvements.

There have been many ideas as to how to fully utilise the facilities, such as putting in a bowling green, providing a croquet lawn for the soon to be displaced Norton Croquet Club, building an all-weather 5 a side football pitch or even adding an all-weather running track. Ideas are all well and good, but the greater the support that we have for a particular initiative (provided that this is realistic, achievable, sustainable and meets funding criteria), the easier it may be to access appropriate funding to make any idea a reality.

If you have any ideas for the use of the outside community facilities, please LET US KNOW.

It is good to see that the existing playground, tennis court and multi-games area are all well used and let us hope this continues into the future.

Sorry to have to remind dog walkers that their furry friends must be kept on a lead and that dog mess must be picked up within the Parish Hall Grounds. Being the owner of a particularly excitable beast, I know that this can be challenging!! We have a dog bin and also general litter bins which are there to help keep the Hall facilities clean and tidy.

Thank you for your support and we hope that you continue to enjoy the outside space at the Parish Hall.

Chris Dawson
Parish Councillor

Public Rights of Way Report

Worcestershire County Council (WCC) has prime responsibility for maintaining and improving access to the Public Rights of Way for the benefit of the residents. WCC appoint a Parish Paths Warden in each Parish, who is the main channel from the public, and Parish Council, to WWC.

We work closely with the Worcestershire County Council Countryside Department to rectify any faults to the furniture e.g. stiles, gates, bridges. We regularly cut back vegetation that may be impacting effective use, both on the ground and adjacent trees and bushes. We also cut the grass at the entrance to key routes. We undertake way-marking to ensure the route is clear, and monitor the road side finger posts that indicate the existence of a Public Right of Way.

We actively seek for opportunities to make access improvements, for example changing stiles for gates. There have been a number of new gates installed over the last year, and we are seeking further opportunities where we can obtain the landowners agreement. A major project this year has been the clearance of the bridleway from Wadborough Road, near the corner of the Parish Hall grounds to Stonehall Common.

If you have any items that you would like us to investigate, please let the Clerk know.

Howard Turvey
Parish Path Warden

Norton-juxta-Kempsey Parish Council

Financial Report - Year to 28th February 2019 (11 months)

	Year to Date Actual	Annual Budget
<u>INCOME</u>		
Precept	50,660	50,660
Allotment, Ground & Garage Rental	2,150	2,400
Sports & Other Field Lettings	292	0
Investment Income & Bank Interest	34	20
Grants	1,767	1,767
Tax Rebates	2,248	0
Lengthsman Reimbursement from Worcs CC	1,313	2,110
Pre-school Rent	2,174	2,371
Other Income	6,648	19,292
Neighbourhood Plan Funding	0	15,000
Transfers from Parish Council Reserves	0	46,408
TOTAL INCOME	67,285	140,028
<u>EXPENDITURE (NET OF VAT)</u>		
<u>Capital Items</u>	38,979	58,750
<u>Parish Maintenance</u>	27,167	31,890
<u>Administration</u>		
Donations, Grants & Events Support	449	3,250
Newsletter	1,433	2,250
Audit/professional/legal fees	1,951	3,300
Neighbourhood Plan	1,893	15,000
Election Costs	0	0
Parish Officers Honoraria (Clerk, Asst Clerk, RFO etc)	14,664	17,688
PAYE tax and NI paid to all employees	1,942	900
Pension Contribution to NEST	352	250
General Administration	1,779	2,000
Insurance	2,729	2,900
Subscriptions	1,142	1,250
Training for Members & Clerk	55	200
Councillor Expenses	0	100
Vandalism Costs	0	200
Chairman's Allowance	28	100
Reimbursement of training room fees collected	0	0
Total Administration and Other	28,415	49,388
TOTAL EXPENSES	94,561	140,028
VAT paid on expenses - recoverable	12,230	
NET SURPLUS/(DEFICIT)	(27,276) *	1

* Deficit shown relates to Hall car park resurfacing works (to be funded by transfer from Parish Council reserves at year end)

Parish Hall Trustees – Chairman’s Report for Annual Parish Meeting 2019

Having looked back to previous reports of this nature, the Parish Hall Trustees, Hall Manager (Ally took on the role in June 2018), and the volunteers that support them, have achieved a lot in the past year. The Coffee Shop has established itself as the community hub it was always hoped it would become, the hall is virtually fully booked, and year on year the charity is creating a surplus that we are now able to commence re-investing in the fabric of the hall.

For those that may not be aware, the Parish Hall is managed under lease from the Parish Council by the Parish Hall charity Trustees (effectively ‘Landlord’ and ‘Tenant’), while the outside space (car park and playing fields) are managed directly by the Parish Council. Understandably, the relationship between the two bodies is crucial and the continued close liaison has enabled the successful re-surfacing of the Hall car-park. Less obvious, but still of significance is the provision of bike racks at the hall and tennis courts, and in the next few weeks there will be picnic benches on the field to enable parents to sit and watch their children more easily while enjoying the delights of the playing fields and Coffee Shop. Additionally, with a £14K investment from the Hall Trustees and £8K worth of support from the Parish Council, the Trustees will shortly embark on the refurbishment of the hall toilets. Second only to the car park regarding negative feedback received, it is hoped that their refurbishment will attract yet more people to use the hall, thereby creating more income and enabling more maintenance work to take place, of which there is no shortage!

Mindful of our mission statement, *‘To manage the Parish Hall and its facilities to maximise its benefit for the community’*, the maintenance of a 41 year old building is but one aspect and the Trustees also run a full schedule of events to bring together the community. We have run Gin tasting, Quiz nights, and by the time you read this a successful 80’s Night will have been held last weekend, the Solstice music event will take place on 22 June, Wimbledon, 1-14 July 19 will involve cream teas at the coffee shop while watching the matches, the Donut Dash (a 5km or 10km run on behalf of St Richards Hospice) will start and end at the Parish Hall, with the England versus Tonga rugby match being shown on completion at 1115, the Halloween and Fireworks event will take place on 26 October, and there will be a Kiddies Christmas Disco and Carol Concert on 22 December. No matter what excites you, hopefully there is something in there that will interest you and members of you family... or perhaps you have an idea you would like to share with us?

The body of Trustees is an eclectic mix, playing to individual strengths, with no such thing as a stupid idea or suggestion, we welcome anyone who shares a passion for the community to become a Trustee or a volunteer.

The Parish Hall is a charity and any surplus made is ploughed straight back into the maintenance of the building or future events for the benefit and enjoyment of the community. If you wish to become involved in any way please contact Ally, the Hall Manager, on 07714673915, or pop into the Coffee Shop, leave your details and one of us will be in touch.

Kevin Fincher
Chairman, Parish Hall Trustees

Norton-juxta-Kempsey Neighbourhood Plan

The past year has been spent in the process of information gathering, referred to in our programme as Stage 1. The results of the Questionnaire have been analysed and put into a format that we can publish at some stage. The Business Questionnaire has been sent by email to businesses within the Neighbourhood and when results are known will be taken into account.

The group have liaised with Wychavon District Council and now have a better understanding of the intentions for the Neighbourhood and the South Worcestershire Development Plan.

The team at Wychavon District Council have produced a Profile of the Parish the contents of which will be of interest to you. This Profile dated December 2018 is included in this Annual Parish Meeting Information Pack. Some enlightening statistics giving an accurate view of how our Neighbourhood is made up and the changes occurring.

Time has been spent on producing a Green Space Audit and Assessment looking at a protecting green spaces within the Neighbourhood that are important in preserving the rural nature and feel of the Neighbourhood. The importance of this was made very clear in the responses received to our Questionnaire.

A draft policy is to be produced which will complete Stage 1 scheduled for completion end of May/early June 2019.

When the draft policy is produced the details will be presented to the community for comment and endorsement. It is the group's intention to arrange a number of public meetings at suitable venues within the Neighbourhood in order to gain feedback and seek assurances that the final plan is acceptable and will on presentation meet with approval.

The Neighbourhood Planning Group comprises four residents of the Neighbourhood who happen to be Parish Councillors plus an experienced Planning Consultant and I would like to take this opportunity to thank Howard Turvey, Martin Pollard, Colin Arrow and our Planning Consultant Rebecca Burrige for the time and energy that they are devoting to this project for the benefit of the community that live in our Neighbourhood.

We are reaching a stage when additional help would be welcomed. If you care about the Neighbourhood that you live in and have a little time available, please make contact:
01905 820495 – 07562 346735 – douglucas671@gmail.com

Doug Lucas
Parish Councillor

Norton Charities Report

Charities within the parish of Norton-juxta-Kempsey are regulated by a scheme of the Charity Commissioners 28th July 1882.

The Charities originally received donations from;

- Thomas Knight in 1652 who left £100 for the poor of the parish.
- Elizabeth Stevens in 1668 who also left £100 for the poor of the parish.
- Parish Lands (1568) income from rent to be made available for the relief of poor, furnishing soldiers, amending the highway and other such works in the parish.
- James Alexander Walker (1880) to provide beef to the poor.
- In 1898 by way of order of the Charity Commission from the total income £6 a year was made available towards church expenses and any income left to provide bread and coal to the needy.

In 1905 an order was made that the interest from £600 being held within the above charities be used for educational purposes. This is now called the Educational Foundation Charity. In 1963, 268 shares were purchased with the balance of the charity and it is the interest from these shares which produces the income today. Main objective to help towards Educational needs for the children of the parish. Each year a Bible is purchased for the leavers of Norton-juxta-Kempsey First School.

In 1922 parish lands were sold and the proceeds to remain in the charity.

In 1972 the Knight, Stevens, Parish lands, and Walker charity were modernized to make a more effective way to use funds and is now called the Norton-Juxta-Kempsey relief –in-need charity. 454 shares were purchased and the interest from these is income. The scheme was approved in 1973 and could benefit anyone who lives in the parish and is in conditions of need, hardship or distress either in gifts in kind or grants of money. A yearly sum is given to the Church.

Both charities are managed by six Trustees:

- One Ex-Officio Trustee - Vicar of parish
- Three nominative Trustees - Appointed by the parish council of Norton-juxta-Kempsey, although they do not need to be a parish councillor
- Two Co-opted Trustees - shall be persons who through residence, occupation or employment, or otherwise have special knowledge of the parish of Norton-juxta-Kempsey.
- If a vacancy occurs any competent person may be appointed as a Trustee.

Yearly accounts are examined and are available for anyone to see.

If you have any ideas or know of anyone who could benefit from funds from either of the charities, please contact me.

Christine McGovern

Secretary/Treasurer/Trustee, Norton Charities

Tel: 01905 820459 Email: mcgovern260@btinternet.com

Annual Police Report 2018-19

The last 12 months has continued to be busy throughout our ever increasing local policing area.

This report is based using the recorded crime figures between 17/04/2018 and 17/04/2019. Overall the Parish had 94 recordable crimes (incidents where a specific offence has occurred) this was in comparison to 86 recordable crimes the previous year.

The breakdown of offences is as follows:

	2017/18	2018/19
Burglary	4	11
Burglary Business	1	3
Theft from vehicle	1	1
Theft of vehicle	2	3
Theft other	6	6
Criminal Damage	9	14
Other Offences	63	56
(Includes mostly domestic related incidents)		

This year has unfortunately seen an increase in residential burglaries in Norton, Hatfield and Littleworth. This was a pattern we saw rise in all of our policing areas during this time and not solely your parish.

We have continued with increased patrols in the area and have issued security advice to residents but the main contributing factor in all of the burglaries throughout the year is that the properties are left without lights on during the hours of darkness. We would strongly advise residents to use a lamp/s on a timer switch to give the impression that someone is present inside the property. We have also worked closely with Neighbourhood Watch coordinators in tackling anti-social behaviour which has been a priority for the team.

On behalf of the team and myself I should like to offer my thanks to the Parish Council for all its help over the last 12 months. I would also like to say thank you to the Parish as a whole for its continued support of the local policing team and for the numerous calls we have received relating to suspicious activity, all we ask is that you continue to do this.

Pershore Rural North and South Local Policing Team

Non-emergency phone number: 101

DRAFT MINUTES OF THE ANNUAL PARISH MEETING OF
NORTON-JUXTA-KEMPSEY PARISH
HELD AT NORTON PARISH HALL, LITTLEWORTH ON
THURSDAY 3RD MAY 2018

1. Apologies for Absence:

Cllr. Fincher, Cllr. Richmond, Cllr. Mrs Ritter, Rev'd Badger.

Attending:

Cllr. Turvey (Parish Council Chairman), Cllr. Dawson, Cllr. Hughes, Cllr. Mrs Kelly, Cllr. Lucas, Cllr. Pollard, Cllr. Adams (District and County Councillor), Mrs Greenway (Clerk and Responsible Finance Officer) and 33 parishioners.

2. Welcome and Report from Cllr. Turvey, Parish Council Chairman

Cllr. Turvey welcomed attendees and reiterated the Chairman's Report included within the Annual Parish Meeting Information Pack (which was circulated at the meeting, attached as Appendix 1).

3. Parish Information Pack

Attached as Appendix 1 and includes:

a. **Minutes of the 2017 Annual Parish Meeting 3rd May 2017**

Accepted as a true record and signed by the Chairman, as proposed by Mr. P. Poole, seconded by Mrs. A. Poole and agreed by all.

b. **Parish Reports** - As detailed in Parish Information Pack attached as Appendix 1.

i. **Planning** (also see item 4)

ii. **Allotments**

iii. **Bus Services**

iv. **Playing Fields**

v. **Public Rights of Way**

vi. **Finance Summary**

vii. **Norton Parish Hall**

viii. **Neighbourhood Plan**

Cllr. Lucas reminded attendees of the questionnaire circulated with the Parish Council newsletter and encouraged these to be returned. Cllr. Lucas offered his availability at the end of the meeting for discussions and questions relating to the Neighbourhood Plan.

ix. **Norton Methodist Church**

x. **Norton Charities**

xi. **Police**

Cllr. Turvey welcomed questions relating to the content of the Parish Information Pack.

The Norton-juxta-Kempsey CE First School report was received after agenda item 3 but is recorded in the minutes under agenda item 7c.

4. South Worcestershire Development Plan (SWDP), Parkway Station, other developments within the Parish and highways/adoption matters

Cllr Turvey referred to the SWDP Review information pack circulated to attendees and provided an update on matters relating to the SWDP, Parkway Station development and related matters such as traffic calming measures and pedestrian/cycle access to the Station. In response to residents' questions/comments, concerns relating to the potential for noise from station announcements will be raised with the Parkway Station project team.

5. Report from Cllr. Rob Adams (District and County Councillor)

Cllr. Adams provided a report including updates on the Parkway Station, Traveller and Travelling Showpeople sites, Fire Authority changes, New Homes Bonus, budgets and funding at County and District levels, the potential for Parliamentary Constituency Boundary changes, recycling facilities successes and concerns about the impact of work relating to improvement of the Southern Link Road and the Parkway Station on the local road network. Cllr. Adams welcomed residents' feedback.

Cllr. Adams thanked the Chairman, Vice-Chairman, Councillors and the Clerk for their support, hard work and service to the community. Residents were also thanked for their support.

Cllr. Adams was thanked for his continued efforts on behalf of the Parish and for his support.

6. Future Uses for New Homes Bonus (NHB) Funding

Potential ideas for NHB funding were discussed, including a brief overview of the funding criteria and the need for community consultation. Further details relating to NHB funding will be added to the Parish Council website and Facebook page, to provide further information to residents. Suggestions for projects included Church heating improvements, better HGV highway signage, development of extra parking facilities for school, youth facilities, a new bus shelter in Littleworth and a WW1 sentry statue at Norton. In response to an enquiry about the demographics of the Parish and how this could help to shape project ideas, Cllr. Lucas provided details gathered as part of the Neighbourhood Plan project. Difficulties previously experienced in acquiring land to develop projects was highlighted, along with the need for projects to be both deliverable and sustainable. Ideas for projects for funding were welcomed.

7. Parish Reports

a. Norton Parish Hall

Mr Morgan, Hall Trustee, provided a report which included the Hall operating as a registered charity, management/operation/booking of the Hall, volunteer running the coffee shop and community events/activities. It is hoped that coffee shop opening hours will be extended and volunteers were welcomed to help to achieve this aim. Also see the Trustees' Report included within the Parish Information Pack (Appendix 1).

b. St. James the Great Church

Rev'd Mark Badger was unable to attend the meeting.

c. Norton-juxta-Kempsey CE First School

Mrs Dean, Head Teacher, provided a report reflecting the vibrancy of the school including the school community, delivery of the school's mission statement, strong Church links, the nature of the curriculum, pupil achievements and activities, recent academisation and joining of the Avonreach Academy Trust. Further information can be found by visiting the school website

www.nortonfirst.worcs.sch.uk

Residents highlighted issues relating to parking at school times. Mrs Dean acknowledged the problems and provided details of measures being taken to try to alleviate these, whilst accepting that unfortunately not all drivers respond and park considerately. With the support of the Parish Council, warning/no parking signs are being purchased by school to reinforce the message and seek co-operation. School has also met with the local Police for support. School asked residents to report problems to them, at the time, so that efforts can be made to try to locate the driver and also welcomed suggestions to help to alleviate the problems.

d. Norton Community Trust (NCT)

A representative of NCT was unable to attend the meeting. Details of NCT community events are included in the Parish Council newsletter.

e. Worcester Norton Sports Club (WNSC)

A representative of WNSC was unable to attend the meeting. Worcester Norton Croquet Club highlighted National Croquet Day on 13 May and welcomed visitors to the Club for a free taster session.

f. Norton Worcestershire Regiment Group

Mrs Hodgkins provided a report explaining the background to the Group, its achievements and activities to date, and those being planned, which include a project to install a WW1 sentry statue at Norton. An outline of the project was provided, including the potential for some funding by New Homes Bonus, with a community consultation to be undertaken to evidence the level of support for such funding. A Group website is being developed, with details and other information for the Group included in the Parish Council newsletter.

g. Norton Theatre Group

Mr. Simms provided a report on a successful 2018 panto and explained how productions have

evolved, and regulations have changed, over the 31 years of performances. The January 2019 panto is being planned and details for rehearsals and volunteering will be included in the Parish Council newsletter, on the Parish noticeboards and on Facebook, or speak to Mr Simms. All were welcomed.

h. Royal British Legion – Littleworth and District Branch

A representative was unable to attend the meeting.

8. Residents Questions

In addition to questions detailed within the agenda items above, the problem of dog fouling was highlighted and discussed. A new notice will be included in the Parish Council newsletter seeking the co-operation of those dog walkers that aren't picking up after their dogs or are leaving bags of dog mess on the ground etc. In response to a particular problem highlighted around the Public Right of Way from Norton Road to the end of Brockhill Lane, a 'dog poo fairy' sign will be installed in the vicinity of the Norton Road entrance as a reminder to dog walkers.

9. Close of Meeting

The Chairman thanked all those attending and closed the meeting at 9.15pm.

DRAFT