

MINUTES OF THE MEETING OF
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON
28 SEPTEMBER 2023

See Appendix 1 for Public Question Time discussions.

1. Apologies for Absence: None.

Attending: K. Fincher (Chairman), C. Arrow, C. Dawson, A. Job, M. Pollard, P. Richmond, J. Waizeneker, Cllr R. Adams (District Councillor), Cllr Mrs L. Turier (District Councillor), Cllr Mrs L. Robinson (County Councillor), J. Greenway (Clerk & Responsible Finance Officer).

2. Signing of Undertakings and Declarations of Office following Uncontested Election

Cllr Richmond has signed his undertaking and declaration of acceptance of office as a Parish Councillor.

3. Changes to Membership

None. Wychavon DC will be asked to clarify whether the Parish Council can co-opt to fill the vacancy remaining since the May 2023 election. **Action: Clerk**

4. Declarations of Interest

a) Reminder and requirements noted.

b), c) and d) None.

5. 2023/163 Minutes

a) The minutes of the meeting held on 20 July 2023 were approved and signed as a true and accurate record of the meeting. Proposed Cllr Dawson, seconded Cllr Waizeneker 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. 2023/164 Reports

a) Cllr R. Adams and Cllr Mrs L. Turier (WDC District Councillors)

Cllr Adams' report circulated in advance of the meeting was noted. Cllr Adams highlighted that the SWDPR has been submitted to the Planning Inspector and that this year marks the 50th year of Wychavon DC. New signage at Curnock's Yard, Woodbury Lane and its compliance with planning conditions was questioned and will be explored. **Action: Cllr Adams**

b) Cllr Mrs L. Robinson (WCC County Councillor)

Cllr Mrs Robinson's report circulated in advance of the meeting was noted, with actions agreed as follows:

- Chase WCC regarding repainting the single yellow lines and zigzags that relate to NJK CE Primary School and associated parking. **Action: Cllr Mrs Robinson**
- Arrange to meet the Head Teacher of NJK CE Primary School following the start of term, to offer funding for new signs to deter dangerous/inconsiderate parking/driving. **Action: Cllr Mrs Robinson**
- Chase the WCC Cabinet Member for Transport for details of how the Active Travel Corridor (ATC) will be improved (as a reminder of discussions held during the tour in November 2022) and convey the Parish Council's frustration at the lack of action. **Action: Cllr Mrs Robinson**
- Remind WCC of the issue of standing water on the B4084 (and the large pothole that is developing) and the need for further action. **Action: Cllr Mrs Robinson**
- Chase WCC regarding re-laying of the anti-slip surface on the Crookbarrow Way bridge (PRow bridleway) before the onset of icy weather. **Action: Cllr Mrs Robinson**

Cllr Robinson highlighted changes to the WCC Parish Paths Scheme (P3 Scheme) which would combine this with the WCC Lengthsman Scheme. Details will be sent to Parishes that are members of the P3 Scheme. Concerns were expressed that this appears to assume that Parish Lengthsmen are able and willing to carry out Public Rights of Way maintenance work. The situation will be considered further once details have been received from WCC.

See item 10 for update regarding the Brockhill Lane Barracks curtilage wall repairs.

c) Finance

(i) Balances: current account £6,042.85, deposit account £129,412.43 (28 September). Members were

reminded that whilst balances are healthy, funds are committed or earmarked for future expenditure. £50k will be transferred to a new Lloyds Bank 32-day notice account to improve interest rate returns (provided that this is in line with recent NALC/CALC guidance). **Action: Clerk**

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

(iii) 2022/23 financial year end and audit process - The 2022/23 Annual Governance and Accountability Return external audit has been completed, with no matters brought to the attention of the Council. The Notice of Conclusion of Audit and supporting papers have been published/displayed as required.

e) Social Media Communications

The report circulated in advance of the meeting was noted including the most popular summer Facebook post being the autumn Parish Council newsletter (592 views) with 131 clicking through to read it online. Numbers of Facebook followers continues to increase (to 660), as does the number of website subscribers (now 98). Comparing our Facebook data with that available for other Parish/District Councils suggests that we have a relatively high number of followers compared to our population (equating to c. 25% of our Parish population). The leaflet 'how to find out what is happening in the Parish and how to contact the Parish Council' has now been delivered to households in the Parish and the increasing numbers of followers/subscribers may reflect the success of this. The website Planning page has been the most visited page over the summer, with this providing links to Local Planning Authority websites (Wychavon/Malvern Hills/Worcester City) for planning application searches. In future, upon receipt of a planning application for consultation, the application reference, address, proposal details and timescale for comment to the appropriate Local Planning Authority will be publicised via the Parish Council's Facebook page and website. **Action: Clerk, Cllr Pollard**

Further opportunities to publicise the website business directory were considered. It was agreed to provide a link to the local Norton business Facebook page (but without endorsing those advertising on this platform). **Action: Cllr Pollard**

f) West Mercia Police

The update received in advance of the meeting was noted. Based on information available and feedback from residents, it was agreed for Parish priorities to be advised as speeding and parking within the Police/Parish Contact Contract. **Action: Cllr Job**

It was also agreed to invite the Safer Neighbourhood Team to hold a drop-in session at Norton Parish Hall at a time when the coffee shop is open. **Action: Cllr Job**

g) St. James the Great Church, Norton

No further news. Contact will be made with Rev. Badger to clarify responsibilities/future contact details in light of his imminent move. **Action: Cllr Fincher**

7. 2023/165 Community Apiary

Updates received in advance of the meeting were noted. The apiary is working well, with good sales of the second batch of honey. The apiary group has linked up with the Parish Green Spaces Working Group to consider ideas to enhance the area around the apiary.

8. 2023/166 Tranquillity Trail and The King's Meadow Projects

A Parish Green Spaces Working Group update was received, with an application to the Wychavon DC 2024 Community Legacy Grant Scheme being planned. The Wychavon DC Communities Officer is assisting the Group in developing its plans and in identifying potential funding opportunities for this longer-term project.

This agenda item will be re-named parish Green Spaces Working Group. **Action: Clerk**

9. 2023/167 Public Rights of Way (PRoW)

A third 'cut' of the PRoWs has been undertaken (in view of growth conditions) in readiness for the winter. WCC will be appointing the Parish Paths Warden recommended by the Parish Council once training has been successfully completed (hopefully before Christmas).

Contact will be made with the landowners of hedges along the Radley bridleway (NJ552) to seek hedge cutting over the autumn/winter period to help to manage growth in spring/summer 2024. **Action: Clerk**

10. 2023/168 Public Open Space/Verge Maintenance, Highways and Drainage Matters

The need for hedge cutting along Church Lane (motorway bridge towards St James Church) will be reported to WCC. **Action: Clerk**

The lengthsman will be asked to side out the Church Lane pavement (motorway bridge towards St James Church). **Action: Clerk**

It was agreed for the Speed Indicator Device (SID) along the High Park/Woodbury Lane section of the

B4084 to periodically face in each direction. It was noted that this SID was provided by Cllr Mrs Robinson and is shared with Whittington Parish Council. Ownership will be clarified along with a schedule of rotation.

Action: Clerk

An update on rebuild/repair of sections of the Brockhill Lane Barracks curtilage wall was noted. Whilst no work has started, it is understood that a pre-start meeting is being arranged during w/c 2 October to include the contractor and those living/owning land adjacent to the areas of wall being repaired. Planting of the replacement Oak tree at Norton will be explored further in light of concerns expressed by the Parish Groundsman. Also see agenda item 22 discussions.

Action: Clerk, Cllr Fincher

A complaint received relating to parking along Wadborough Road, Littleworth was considered. It was noted that since the single yellow lines were installed, the school day has been extended, with later after-school club finishing times. To reflect these changes, it was agreed for Cllr Mrs Robinson to investigate extending the waiting restriction until 5pm with WCC Highways.

Action: Cllr Mrs Robinson

It was noted that the WDC Parking Enforcement Team is now visiting at school drop off/pick up times and that other feedback suggests that parking has improved. An update will be sent to the complainant to include the Parish Council's agreement to investigate an extended parking restriction period, that it is pressing WCC to re-paint the single yellow lines to improve visibility and to prompt compliance, and the positive impact of traffic warden visits. In response to comments made in the complaint, it will be highlighted that one of our Parish Councillors is a parent of pupils attending NJK CE Primary School and one of our Parish Councillors is a resident of Littleworth who would be happy to meet to discuss this matter; both regularly experience the general parking situation.

Action: Clerk

Feedback regarding people sitting in cars with engines running whilst waiting for school pick was considered. It was agreed to ask the Head Teacher to highlight this in a communication to parents and to ask for engines to be turned off to reduce pollution and to improve air quality.

Action: Cllr Job

Following a report of deterioration of the St James Close dog bin, it was agreed to seek assistance from Wychavon DC for repair.

Action: Clerk

It was noted that Persimmon Homes' contractors are in the process of completing the outstanding remedial work to the Gazala Drive grass verge (due to be completed during w/c 3 October).

Feedback regarding dumping of green waste/grass cuttings in the ditch and on the roadside opposite the roundabout by St. Peter's Garden Centre was noted and will be explored. A reply will be sent to the resident.

Action: Clerk

11. 2023/169 Norton Connector (NC)

An update was received including the number of journeys continuing to increase, with August 2023 numbers c. 30% up on August 2022. Contact has been made with Whittington Parish Council following its enquiry for the Norton Connector to serve the Whittington Walk development and they will advise should they wish to pursue further. The Hall Manager is in contact with Worcester Wheels regarding the Parish Hall fireworks event and NJK CE Primary School has been put in touch with Worcester Wheels to explore transport for school trips.

12. 2023/170 Planning

a) The following current planning applications were noted.

	<u>Application</u>	<u>Description of Proposal</u>
<u>Approvals:</u>	Longbarn House, Hatfield Lane W/23/01295/HP	Erection of an Oak Framed Garden Room. Parish Council supports.
<u>Refusals:</u>	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.
<u>Awaiting Decision:</u>	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.

	Grange Farm, Hatfield Lane W/23/01088/HP	Retrospective planning to replace fire damaged outbuilding: carport/garage/storage. Parish Council does not support due to application being retrospective.
	Retreat Inn, Woodbury Lane, Norton W/23/01207/FUL	Replacement barn and 3 no. 1 bedroomed log cabins and 4 no. touring bays, 2 no. tent bays and a toilet block. Parish Council objects.
	Norton Hall Lodge, Pershore Road, High Park W/23/01642/HP	Loft conversion with rear dormer, infill of canopy areas with internal alterations and front boundary wall with new gate.
Internal Consultation:	Rockilla, Hatfield Bank, Norton W/23/01707/FUL	Erection of a live/work unit and associated works
	Land At (OS 8659 5192), Yew Tree Court, Norton Road, Norton W/23/01836/FUL	Construction of 2 No. dwellings
Other:	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. Appeal dismissed and planning permission refused.
	Planning Inspectorate Ref: APP/H1840/W/23/3321573 Land At (OS 8732 5164) Church Lane Norton W/22/01835/PIP	Permission in Principle for up to 4 dwellings. Parish Council objects.

Resident's objection comments regarding application W/23/01836/FUL (land at Yew Tree Court) were considered. Whilst sympathising with neighbouring residents and appreciating concerns raised, the Parish Council had difficulty in identifying specific material planning grounds to object to the application. The site is within the South Worcester Urban Extension (SWUE) development boundary and doesn't form a green buffer zone in the SWUE or the Parish Neighbourhood Plan. It was agreed to submit a 'comment' response highlighting concerns raised (e.g. access, lack of alternative travel options and loss of habitat) and requesting planning conditions to manage the impact on neighbouring residents and habitat should the application be approved by Wychavon DC. Responses will be sent to correspondence from residents and will be submitted to Wychavon DC. **Action: Clerk, Cllr Fincher**

It was noted that in many planning applications received for consultation, there is mention of bus services as an alternative to travel by car. However, in reality, whilst there are bus stops within the Parish, there are no buses running to/from these (other than school buses). The Norton Connector currently exists as a community transport scheme, but this is limited in its destinations and hours/days of running. The potential for developers to be asked to contribute to community transport schemes (to help to sustain such services) will be explored with Wychavon DC. **Action: Cllr Adams**

The SWDPR has been submitted to the Planning Inspector along with all comments submitted as part of the Regulation 19 public consultation. The Joint Parishes' Group (JPC) has met with the SWDPR Team to ensure continued engagement. A meeting is scheduled with consultants acting on behalf of developers, to gather further information regarding their plans and fit with the SWDPR. An update will be provided at the October Parish Council meeting.

Cllr Mrs Robinson gave her apologies and left the meeting at 9.25pm.

13. 2023/171 Parish Council Owned Land

The tree survey report has now been received and will be reviewed. **Action: Clerk, Cllr Dawson**
Quotes for work identified will be sought in line with survey recommendations. **Action: Cllr Dawson**

14. 2023/172 Allotments

Updates received in advance of the meeting were noted, with annual bills in the process of being sent. Following discussions, it was agreed that allotments cannot be transferred or sub-let (as detailed in the Tenancy Agreement), but that receiving assistance to manage a plot is acceptable. If a plot is given up, anyone that has been providing assistance with working the plot would have no claim to the plot and

would be required to join the waiting list if they wish to rent an allotment. **Action: Assistant Clerk**
Issues regarding plot 38D (water logging and broken glass) were noted however, on the basis that these issues haven't been raised by previous tenants, the plot will be re-let (highlighting feedback from the last tenant). **Action: Assistant Clerk**

Photos will be taken of the structure erected on plot 38A without the Parish Council's permission (for the Council's file), and an assessment will be made regarding whether the Council would have been likely to give permission. The tenant has been advised that they will be required to remove the structure if they no longer rent the plot. **Action: Assistant Clerk**

It was noted that Cllr Richmond is seeking another Councillor to become the allotments lead.

Cllr Mrs Turier gave her apologies and left the meeting at 9.35pm.

15. 2023/173 Parish Hall Recreation Facilities and Outside Space

Suggestions made by the Wychavon Drainage Engineer to improve drainage in the area around the baseball pitch were considered alongside discussions with representatives of the baseball team during the Public Question Time Session (see Appendix 1). It was agreed that the baseball team is an asset to the site and that the Parish Council is keen for the Parish Hall to remain as its home venue. It was noted that a member of the baseball team is skilled to carry out/manage the proposed work and that ideally, work would be completed by February 2024 (in advance of training sessions prior to the 2024 playing season). The baseball team has suggested additions to the works identified by the Wychavon Drainage Engineer and will provide revised drawings/plans to the Parish Council for consideration. Land Drainage Consent is required for the suggested works and the Parish Council would need to obtain this prior to work commencing. The works are not included in the Parish Council 2023/24 budget however, the project could be funded by reserves and replenished from the 2024/25 budget. Enquiries will be made to clarify what restrictions (if any) apply to use of the £1,055 Community Infrastructure Levy (CIL) recently received from Wychavon DC. **Action: Clerk**

Quotes will be sought from the baseball team to carry out the proposed work. **Action: Cllr Dawson**

The insurance position will be clarified along with evidence of experience/skills to carry out the proposed work. A risk assessment will also be required. **Action: Clerk**

Following receipt of revised plans from the baseball team and these being agreed by the Council, a Land Drainage Consent application will be submitted to Wychavon DC. **Action: Clerk, Cllr Dawson**

Based on potential costs of c. £2k, it was suggested that the Parish Council maximum contribution would be £1,500 on the condition that the baseball team funded £500 costs.

Landscaping around the conifer stumps to improve the area and to reduce the risk of unauthorised access to the playing field was discussed. Following consideration of ideas and quotes received for raised beds and planting, it was agreed that less expensive solutions were required. Use of spoil from the baseball area drainage works to form a grassed bund will be explored. **Action: Cllr Dawson**

Costs to install 2 concrete bollards (non-removable) will be obtained. **Action: Clerk**

Opportunities for free tree stump carving undertaken by a suitably experienced contractor will be investigated. **Action: Cllr Fincher**

It was agreed for the loose section of the drainage channel at the entrance to the Hall car park to be repaired at a cost of £200. Proposed Cllr Waizeneker, seconded Cllr Job and agreed by all. The contractor will be instructed. **Action: Cllr Job**

It was agreed for the old metal goal posts laid in the grass behind the MUGA to be disposed of as no longer required. Opportunities for low-cost removal will be considered.

Following feedback from the Parish Groundsman, the effectiveness of the commercial weed spraying undertaken in August will be reviewed. Any issues will be raised with the contractor. **Action: Clerk**

Red Kite Pest Control has been instructed to attend to the moles on the Parish Hall playing field at a cost of £150.00 which was agreed.

Play area/MUGA/tennis court maintenance matters will be considered following receipt of the first Sovereign Compliance Report. A date for the first inspection will be sought. **Action: Clerk**

Cllr Job gave her apologies and left the meeting at 10.10pm after agenda item 22 (which was brought forward).

16. 2023/174 Coronation Coins

Following presentations to NJK CE Primary School pupils, it was agreed to present 50 Coronation coins

to Norton Pre-School for its pupils. In the event of any remaining coins, these will be provided to enquirers that sought a coin but didn't meet the criteria for receipt. **Action: Clerk**

17. 2023/175 Parish Defibrillators

An update will be sought from Cllr Stafford. **Action: Clerk**

18. 2023/176 Parish Hall

An update was received from Cllr Fincher (Chair of the Hall Trustees and Parish Council representative). The Parish Hall continues to be well supported and is in a positive financial position.

19. 2023/177 Worcester Norton Community Interest Company (WNCIC)

An update was received from Cllr Fincher (Parish Council WNCIC Board representative) in line with the agreed dispensation. WNCIC volunteers are running the bar following signing of the lease. A £88k grant from Severn Trent Water has been secured. The Club House is due to close after the WNCIC fireworks event on 6 November, with re-opening currently scheduled for June 2024.

20. 2023/178 Santa Sleigh Visit

An update was received on the proposal for the Whittington Community Events Group to extend/share its Santa sleigh to visit NJK Parish. It was agreed to continue to liaise with Whittington to explore visits on 2 and 8 December and to raise questions regarding volunteers required (e.g. driver/ Santa/ elves), DBS check requirements, the need for a street collector licence, insurances and mapping of proposed routes. **Action: Cllr Dawson**

21. 2023/179 Employment Matters

Nothing further to report.

22. 2023/180 Sentry Statue Landscaping Proposals

Considered prior to agenda item 16.

An update on landscaping plans was received. Revised plans were agreed (to allow access for hedge cutting by tractor) along with the quote from Shear Perfection Ltd at a cost of £920 + VAT. Proposed Cllr Arrow, seconded Cllr Richmond and agreed by all. Shear Perfection Ltd will be instructed in liaison with Cllr Job. **Action: Clerk**

Plants will be provided by St Peter's Garden Centre at a discounted rate and costs will be finalised once the number of each plant has been decided upon. Completion is due during autumn 2023 with costs planned to be under or in line with the £3k budget previously agreed. Labels for plants are also being explored. Enquiries will be made regarding Garden Centre supply of a replacement Oak tree for the tree seat at Norton. **Action: Cllr Job**

23. 2023/181 Neighbourhood Plan (NP)/ Parish Aspirations Document

The working group is due to meet to undertake the Parish Aspirations Document quarterly review, to consider amendment of the NP and funding opportunities.

24. 2023/182 Policies

The Council's policy on camping on the Parish Hall playing field was discussed. It was agreed that prior Parish Council permission is required and that camping will only be considered as part of an organised charitable event. Full details should be provided to the Parish Council to allow for consideration before the date of the proposed event. A policy document will be drafted. **Action: Cllr Fincher**

25. 2023/183 Finance

a) It was proposed by Cllr. Waizeneker, seconded Cllr. Dawson **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 £ *
Administration	Annual external audit fee	378.00
	Autumn newsletter printing	336.55
	Parish Online annual mapping subscription	180.00

	July/August 2023 printing	22.49
	August/September 2023 printing	22.49
	Mobile phone contract August 2023 DDR	10.29
	Mobile phone contract September 2023 DDR	10.29
	Website fees August 2023	5.98
	Website fees September 2023	5.98
Capital Items	2 x 1.2m high powder coated self-closing play area gates	2,256.00
	Replacement Council laptop, case & extended warranty	1,173.59
Community Services	Norton Connector July 2023	300.00
	Norton Connector August 2023	260.00
	Norton Connector August 2023 (additional journeys)	60.00
Grounds/ Parish Property Maintenance	Public Rights of way maintenance and field mowing	602.40
	Public Rights of way maintenance (third cuts)	586.80
	Removal of large fallen tree at Parish Hall	576.00
	Installation of 2 new play area gates	545.00
	Weed spraying Parish Hall site	528.00
	Verge mowing 28 July 2023 and flail roadside hedge Littleworth	421.40
	Hall playing field mowing August 2023	351.12
	Apiary – various items of equipment	287.87
	Hall playing field mowing July 2023	243.41
	Apiary – various items of equipment	229.87
	Lengthsman duties July 2023	224.00
	Mowing St James the Great churchyard July 2023	222.30
	Mowing St James the Great churchyard August 2023	222.30
	Verge mowing at Norton 12 August 2023	204.00
	Verge mowing at Norton 25 August 2023	204.00
	Verge mowing at Norton 10 September 2023	204.00
	Verge mowing at Norton 22 September 2023	204.00
	Lengthsman duties June 2023	192.00
	Bee suit for apiary	189.99
	Allotment water bill (newer meter – quarterly billing)	48.27
	Flail mowing of brambles in Parish Hall coppice area	42.00
	2 boxes of sterile gloves for apiary	24.18
	Strimmer cord	16.99
	Allotment water bill (older meter – monthly billing)	4.49
Staff Costs	August 2023 payroll: Clerk & Assistant Clerk, groundsman & litter picking work (gross incl. payroll expenses), pension contributions	2,502.72
	TOTAL	13,898.77

* Incl. VAT where payable on invoice

Accounts for Payment:

Category	Detail	Amount £ *
Staff Costs	September 2023 payroll: Clerk & Assistant Clerk, groundsman & litter picking work (gross incl. payroll expenses), pension contributions	2,471.15
Administration	Wychavon DC administration fee re uncontested Parish Council election May 2023	50.00
	TOTAL	2,521.15
	GRAND TOTAL	16,419.92

* Incl. VAT where payable on invoice

It was agreed to consider replacing Cllr Richmond as a bank account signatory.

b) A grant request from Norton-juxta-Kempsey CE Primary School towards the cost of transport for swimming lessons was considered. A grant of £550 was agreed with this to be earmarked for only this

purpose within the school budget. Proposed by Cllr Arrow, seconded by Cllr Dawson and agreed by all.
Funds will be released upon receipt of a completed Grant Request Form. **Action: Clerk**

26. 2023/184 Correspondence for Information

See Appendix 2 for a list of correspondence received.

27. 2023/185 Clerk's Report on Urgent Decisions/Expenditure Delegations since the Last Meeting

As reported during the meeting.

28. 2023/186 Items for Update to Local M.P.

None at present.

29. 2023/187 Councillors' Reports and Items for Future Agenda

An item will be added to the October agenda to consider Parish Council representatives attending a WCC Full Council Meeting to highlight the deficiencies of the Active Travel Corridor and the lack of action to improve this. **Action: Clerk**

30. 2023/188 Date of Next Meeting

26 October 2023

The meeting closed at 10.40pm.

Two representatives of the baseball team attended to discuss proposals to improve playing field drainage in the area around the baseball pitch. Key points are summarised as follows:

- The pitch area is experiencing standing water at times of heavy/persistent rain which is very slow to drain away. This has resulted in games being postponed/played on other pitches.
- Suggestions received from the Wychavon District Council Drainage Engineer have been reviewed by the baseball team, with a proposal to add a further soakaway and further drainage crates. Plans will be provided to the Parish Council for consideration.
- The baseball team is keen to undertake the work to manage costs and has expertise within its membership to carry out the work.
- Costs are estimated at £1,500 but as the work evolves this could increase.
- The baseball team will consider how to use/dispose of the spoil, acknowledging that removing this from site would be costly.
- The proposals from the Wychavon District Council Drainage Engineer have sought to avoid any overflow into the existing ditch.
- The baseball team explained its funding situation and asked if the Parish Council would consider funding (or making a contribution to) the cost of the works.
- It was noted that as the baseball team doesn't hold a long-term agreement for use of the playing field, grant funding for such works is difficult to secure.
- Work would ideally be completed by February 2024 to allow for training to start in advance of the 2024 playing season.
- Cllr Adams (local District Council member) provided his contact details and offered to explore support that may be available from Wychavon DC.
- Details of a Sports England Inclusivity Grant will be shared with the baseball team.
- Cllr Dawson will remain as the Parish Council contact for liaison.

Attendees were thanked for joining the Public Question Time Session and were advised that the Parish Council would discuss the proposals during the meeting and provide an update as soon as possible after the meeting.

Correspondence Received for 28 September 2023 Parish Council Meeting	
Sender	Subject
CALC	Information and updates on various matters/training, including CALC AGM 17 October 2023, Community Courses, Employment News, Defibrillator Registering, Parish Councils: how should you invest your funds?, Worcs & D-Day 80 - 6 June 2024, Have your say on planning in Worcestershire, OPCC Survey, Register your defibrillator, £1m to fund your defibrillator, CALC Website Councillor sign up, Cemetery Software, NALC Events, Diary Dates, Reminders from CALC, Clerk Vacancy, NALC Chief Executive's bulletin
Community First	Newsletters/bulletins
CPRE (Countryside Charity)	Campaigns Update, Newsletter & AGM Invitation (28 September)
NALC	Newsletters, Chief Exec's bulletins, Star Council Awards
One Network	Local roadworks reports
Resident	Public use of cricket club grounds
Resident 1	Planning application W/23/01836/FUL (land at Yew Tree Court)
Resident 2	Planning application W/23/01836/FUL (land at Yew Tree Court)
Resident	Overgrown hedge adj. to Church Lane pavement (motorway to Church)
Resident	Maintenance of play area bushes (growing through fence/overhanging drive)
Resident	History of St James Church
Resident	Enquiry regarding tree 'markings' in Parish Hall grounds
Resident	Enquiry regarding increased train noise
Resident	Copy correspondence to Parish Hall re noise levels 5 August (evening)
Resident	Copy correspondence regarding planning application
Resident	Bus services enquiry
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"> • Safer Neighbourhood Team - Parkway Station community wellbeing day • Our News Neighbourhood Watch Newsletter August • PCC newsletters July and August 2023
Worcs CC	<ul style="list-style-type: none"> • Digitalisation of Parish Lengthsman Scheme
Wychavon DC	<ul style="list-style-type: none"> • Wychavon Residents' Survey 2023 • Worcestershire's District Councils raise concerns about closing ticket offices • Flying the flag for Merchant Navy Day • Wychavon renews support for Ukraine and celebrates Independence Day • Outdoor cinema events • Latest news from Wychavon • Events and activities in the Wychavon area • Craft centre is latest stop on Chairman's tour • Work starts on new community sports facilities at Pershore High School • Triple 5 food safety scheme launched • New play area in Pebworth leaves a lasting legacy • Get Crafty with Droitwich in Bloom
Wychavon DC	<ul style="list-style-type: none"> • SWDPR submitted for independent examination • Business front improvement scheme launched (Droitwich and Evesham)
Wychavon DC Planning	<ul style="list-style-type: none"> • Agenda and minutes Planning Committee meeting 14 September 2023 • Agenda and minutes Planning Committee meeting 17 August 2023 • Minutes Planning Committee meeting 20 July 2023 <p>Approval Notices: W/23/01295/HP: Longbarn House, Hatfield Lane - Erection of an Oak Framed Garden Room</p> <p>Appeal Decisions: <u>Land off Hatfield Lane, Hatfield</u> - Appeal Ref: APP/H1840/W/23/3316580 – WDC planning application ref: W/22/02008/OUT - Outline planning application for residential development of up to 3 self/custom-build dwelling houses, access and associated works. Appeal dismissed and planning permission refused.</p>