

**MINUTES OF THE ANNUAL MEETING OF THE
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON
THE 19TH MAY 2011 AT NORTON PARISH HALL, LITTLEWORTH**

See Appendix 3 for public question time discussions.

1. Election of Chairman

Cllr. Turvey was proposed as Chair by Cllr. Mrs. McGovern, seconded by Cllr. Sparling and all were in favour. Cllr. Turvey accepted this position and was elected as Chairman. Cllr. Turvey signed the Parish Councillor and Chairman's undertakings and declarations of acceptance of office.

2. Apologies for Absence: A. Bennett, K. Fincher, M. Reeves, P. Richmond. These apologies were accepted and approved.

Attending: H. Turvey (Chair), Mrs. D. Hewison, D. Lucas, Mrs. C. McGovern, J. Sparling, P. Stefanovic, Cllr. R. Adams (County and District Councillor), Mrs. J. Greenway (Clerk/Responsible Finance Officer).

3. Election of Vice-Chairman

Cllr. Mrs. McGovern was proposed as Vice-Chairman by Cllr. Lucas, seconded by Cllr. Sparling and all were in favour. Cllr. Mrs. McGovern accepted this position and was elected as Vice-Chairman. Cllr. Mrs. McGovern signed the Parish Councillor and Vice-Chairman's undertakings and declarations of acceptance of office.

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

Cllr. Mrs. Hewison, Cllr. Lucas and Cllr. Sparling signed their undertakings and declarations of acceptance of office as Parish Councillors. It was agreed for Cllr. Bennett, Cllr. Fincher, Cllr. Richmond, Mr. Dyer, Mr. Reeves and Mr. Stefanovic to sign their undertakings and declarations of acceptance of office at, or before, the next Parish Council meeting.

5. Changes to Membership

Mr. Reeves and Mr. Stefanovic were unable to attend the meeting and will be welcomed as co-opted members at the June Parish Council meeting. It was agreed to advertise the vacancy for a co-opted Parish Councillor in the forthcoming issue of the Parish Council newsletter.

6. Declarations of Interest

The Clerk expressed an interest in agenda items 19 and 20 (Parish Council PAYE Registration and Parish Clerk Contract). Cllr. Mrs. McGovern expressed an interest in agenda item 21. The Clerk will distribute new Register of Interest Forms for completion. These should be completed, signed and returned to the Clerk to enable submission to Wychavon DC before 2nd June.

7. To Note Council's Standing Orders, Scheme of Delegation and Financial Regulations

The existing documents were noted. These are in the process of being reviewed by a working group as agreed at the Parish Council meeting of 28th April 2011.

8. To Note Council's Code of Conduct

The Code of Conduct was noted along with the Wychavon DC training event on 9th June regarding future changes. Cllr. Lucas, Cllr. Sparling, Cllr. Turvey and the Clerk confirmed attendance.

9. To Consider Areas of Focus and Agree Allocation of Areas of Responsibility to Councillors

These were agreed as detailed in Appendix 2. The Clerk will contact Mr. Ives to confirm whether he wishes to remain as a co-opted member regarding the Parkway Station.

10. To Note the Council's Risk Assessment and Insurance Requirements

These were noted as agreed at the Parish Council meetings of 27th January and 31st March 2011.

11. Minutes of the Parish Council Meetings Held on 28th April 2011

It was proposed by Cllr. Lucas, seconded by Cllr. Sparling **and all were in agreement** that the minutes of the 28th April be approved.

12. 2011/118 Reports

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

Cllr. Adams provided comments on agenda items during the meeting. He reported on the Wychavon DC election results; of 45 Councillors, 38 are Conservative, 5 Liberal Democrats, 1 labour and 1 uncontested which will be going back to polling.

b) Planning

(i) The Clerk summarised the current applications:

Approvals

Woodside, Hatfield Lane

Norton. Ref: W/11/00181

Demolition of bungalow and erection of 4 no. dwellings.

AMENDMENT: Amended topographical survey, location plan, proposed block plan to accurately show site boundary. Water Management Statement. AMENDMENT 2: Amended siting, design and layout of plots 3 & 4. Erection of boundary fence to northern site boundary to close existing vehicular access. Parish does not support.

Refusals - None

Awaiting Decision

Norton Hall Nursing Home,

Woodbury Park. Ref: W/11/00441

Extension to nursing home (amendment to planning approval W/07/00182). Parish supports subject to conditions.

Units 1-2 Court Farm, Church

Lane. Ref: W/11/00889

Change of use from B1 to Sui Generalis beauty parlour. Parish supports.

Internal Consultation - None

Other

Three Bob Yard, Woodbury

Lane. Ref: W/11/00610

Erection of 2 woodwork and joinery workshop buildings.
Application withdrawn by the applicant.

Mr. Stefanovic arrived at 7.55pm and gave apologies for a delayed arrival. Mr. Stefanovic was welcomed and signed the undertaking and declarations of acceptance of office as a co-opted member (without voting rights) and the Register of Interest Form.

(ii) Cllr. Turvey reported that Wychavon DC has advised that the later SMH planning approval condition relating to application 08/02902 which appears to restrict transporter movements, only relates to the new parking areas. Therefore there would be an evidence issue regarding which parking area vehicles were moved from outside the operating hours. It was agreed to accept the invitation to meet with the Wychavon DC Enforcement Officer to discuss this issue and the planning conditions. The Clerk will arrange a meeting for attendance by Cllr. Turvey and any other Parish Councillors that wish to attend.

(iii) Cllr. Lucas advised that there has been no progress in arranging a first meeting of the Morganite Crucible Business Park Liaison Group but this will be picked up as soon as possible. It was noted that a planning application has not yet been received regarding a single sign for all occupiers of the site and that existing signs have not yet been removed. It was agreed that the Clerk will chase Knight Frank to arrange removal of the sign on the B4084 and will contact Wychavon DC to request that the existing signs on Woodbury Lane are removed pending a planning application for signage.

(iv) Also see agenda items 15, 17 and 18.

c) Allotments

Cllr. Mrs. McGovern advised that vacant plots are being allocated and that a further 5 are in the process of being prepared and allocated. A report has been received of a stolen wheelbarrow. Removal of the 2 sheds plus debris on one of the vacant plots at a cost of £100 was agreed by all.

d) Playing Fields

(i) The Clerk advised that the football team has been contacted to ask that rubbish is not left on the pitches and around the Hall. Also see agenda items 25, 26 and 27.

e) Public Rights of Way

Cllr. Turvey advised that following a report of a broken stile at the bottom on Hatfield Bank, Worcs CC are writing to the land owner to request work to the gate (which is the authorised access) to make this easier to open and for removal of the broken stile. The ditch crossing to access footpath NJ540 (in the vicinity of the pumping station at the end of St. James Close) appears to be the responsibility of Worcs CC rather than the land owner. Worcs CC is following this up and will be contacting Wychavon DC as there may be a leak from the treatment plant. It was agreed for the Clerk to contact Wychavon DC Environmental Health for an update.

f) Finance

(i) The current account balance was £8,963.40 on 11th May with the deposit account balance at £47,887.18 on 3rd May (including 50% of the 2011/12 precept), plus Treasury Stock of c. £15k.
(ii) The Clerk advised that monthly accounts are not available due to preparation of the year end accounts which will be considered under agenda item 13. Accounts to the end of May will be available for the June Parish Council meeting.

g) Parish Hall Management Committee (PHMC)

(i) Cllr. Lucas advised that the Receipts and Expenditure Report to 31st March has not been approved by the Trustees and should not be viewed as finalised information. The accounts for the year ended 31st March 2011 are being prepared. It was noted that in accordance with the existing Lease and Trust Deed, the Parish Hall is only obliged to report the year end accounts to the Parish Council, but may provide additional information as agreed. The process of provision of monthly figures is being reviewed by the Hall Trustees as is the function of the previously appointed Treasurer, which may become more an advisory role.

(ii) Cllr. Lucas advised that at the Parish Hall AGM on 9th May, the following 6 trustees were appointed: Mr. Lucas (Chair), Mrs. McGovern (Vice-Chair), Mrs. Harris (Secretary), Mrs. Sparling (Treasurer), Mr. Fincher and Mr. Sparling. The Trustees are responsible for all aspects of the Charity including its financial stability. The Trustees will consider revision of the Trust Deed and Lease and will investigate issues that have arisen, along with the benefits of running as a charity. The aim is to produce a report regarding the best way forward and recommendations regarding the Lease and Trust Deed within 6 months of the Parish Hall AGM. It was agreed for the Clerk to remove the Parish Hall Management Committee as a regular agenda item and to add an item for the November Parish Council meeting to consider proposals for a new Lease and Deed and future operation of the Parish Hall.

(iii) Also see agenda item 22.

h) West Mercia Police

CSO Allchurch provided crime figures for the last 12 months which show a reducing trend with 41 recorded crimes; 5 criminal damage, 13 thefts, 8 burglaries (4 homes) and 15 other crimes e.g. assaults, fraud, domestic issues. Residents' vigilance and improved security have assisted in reducing crime. Parking monitoring continues and speed checks along Wadborough Road will be progressed which will encompass average speed checks with enforcement if necessary.

i) Parish Plan

Cllr. Turvey advised that a final review is being undertaken which should be completed shortly.

j) EnviroSort

Cllr. Lucas advised that the new sign indicating that the no left turn relates only to EnviroSort HGVs has not been removed and no update has been received from EnviroSort. It was agreed that the situation is understood to be that all vehicles using the exit road are bound by the no left turn planning condition. Cllr. Lucas will make further enquiries and seek a map which provides confirmation of the situation to report back to the June Parish Council meeting.

At 8.20pm it was agreed to close the Parish Council meeting to open a public question time session which was postponed from 7.30pm. See Appendix 3 for public question time discussions.

The Parish Council meeting resumed at 8.45pm.

13. 2011/119 Year End Accounts and Annual Return

The Clerk reported on the draft accounts circulated prior to the meeting. The Clerk will prepare an Income and Expenditure year on year variation report for circulation and discussion by the Parish Council. The Clerk referred to the Internal Auditor's report which advised of no matters for the attention of the Parish Council and reported on the content of sections 1, 2 & 4 of the Annual Return. The Clerk will advertise the audit.

The accounts for the year ended 31st March 2011 were approved, and the Annual Return approved and signed off, as proposed by Cllr. Lucas, seconded by Cllr. Sparling and agreed by all.

14. 2011/120 Standing Orders, Financial Regulations, Complaints Procedure & Scheme of Delegation

The documents have been circulated to members of the working group for review and a meeting is being arranged to discuss the content of the documents and any recommended changes.

15. 2011/121 South Worcestershire Development Plan (SWDP)

Cllr. Turvey advised that the Parish Council has been contacted by Savills, as the planning consultants for Wellbeck Homes and some land owners, to arrange a meeting for them to provide introductions, a current position and a timetable for future plans. This would provide an opportunity for the Parish Council to gather information and express its stance on the development plans. It is understood that Savills has seen the SWJCS report produced by the Parish Council which encompassed issues such as the strategic green gap. The Clerk will arrange a meeting date. It is also understood that Savills is arranging a public event in July. Cllr. Turvey is contacting the SWDP Policy Manager to discuss. Concern was expressed regarding future MP constituency boundary changes and the impact this could have in Worcestershire.

16. 2011/122 Flooding Issues

(a) The Clerk advised that the surveys and work proposals are being considered with Wychavon DC and the land owner. Once the work required has been agreed, the land owner will provide a quote to the Parish Council for consideration.

(b) The Clerk advised that there has been no further news on the Wadborough Road Worcs CC drainage proposal or the Severn Trent work. Cllr. Adams is seeking an update from Worcs CC.

17. 2011/123 Norton Pre-school Proposals

The Clerk advised that Pre-school is arranging installation of a water meter hopefully by the end of May. In terms of billing and payment for electricity and water usage, it was agreed that the Clerk will request meter readings on a quarterly basis, the Parish Hall will calculate the costs based on its bills and Pre-school will pay the Parish Hall directly. Cllr. Lucas will liaise with Pre-school regarding a proposed new location for the youth shelter. It was agreed that Cllr. Lucas will circulate a photograph of the proposed location for agreement by the Parish Council. A small amount of vandalism has been noted to the Pre-school building and this is being monitored.

Cllr. Adams arrived at 9pm and gave apologies for a late arrival.

18. 2011/124 Land adjacent to St. Peters Garden Centre

Cllr. Turvey reported on the recent public consultation event which was well attended. The Clerk will contact Engage Planning for results of the play area survey and a map of the proposed location for the pedestrian crossing. Cllr. Turvey commented on the 4 apartments that are planned over garages and a request for these to become 2 downstairs and 2 upstairs apartments to provide easier access. Severn Trent has agreed to fund part of the maintenance of the unadopted road to the pumping station however it is believed that a better approach would be for the road to be fully adopted. The Clerk will write to the developers to establish why this is not considered possible. The verges along Crookbarrow Road will change as the new roundabout is developed which will result in a new s.278 agreement. It was agreed to request that the whole area of the verges should be adopted. The developers are receptive to this request and the Clerk will write to Worcs CC.

The Clerk referred to an email received regarding allocation of the affordable housing. It was agreed to respond advising that there are standard procedures which Wychavon DC will follow and that the Parish Council cannot circumvent these. The Parish Council will advise the name of the housing association that will provide the affordable housing once this is made public.

19. 2011/125 PAYE Registration of the Parish Council

It was agreed for the Clerk to remain to provide an update. The Clerk advised that Wychavon DC has registered the Parish Council for PAYE and that the P46 has been completed and submitted to Wychavon as agreed. The PAYE reference number is awaited along with the first pay slip for the Clerk.

20. 2011/126 Parish Clerk Contract

Cllr. Turvey advised that the draft contract has been circulated to councillors for review and a response is awaited from NALC. This will be considered by the working group once received and will be discussed at the June Parish Council meeting.

21. 2011/127 Use of Additional Handymen

Cllr. Mrs. McGovern declared an interest and left the meeting at 9.15pm. The Clerk advised that it would be very useful to have an additional handyman to undertake small, ad-hoc items of work e.g. watering the newly planted island by the Barracks and mending the allotments water trough. Mr. McGovern has offered to undertake such jobs. This was proposed by Cllr. Mrs Hewison, seconded by Cllr. Lucas and agreed by all with payment made at the minimum wage rate. The Clerk will provide Mr. McGovern with a time sheet for completion on a monthly basis. The Clerk will ask Mr. McGovern to treat/varnish the 2 benches on the verge at the bend of Crookbarrow Rd/Church Lane. Cllr. Sparling also offered assistance if required. Cllr. Mrs McGovern returned at 9.20pm.

22. 2011/128 Parish Hall

See comments under agenda item 12(g), minute ref: 2011/118.

23. 2011/129 Planting of Tubs at the Parish Hall

The Clerk advised that quotes are awaited. In view of the need to progress with this work it was agreed for the Clerk to accept a quote to a specified value, liaising with Cllr. Turvey and Cllr. Mrs McGovern.

24. 2011/130 Recycling Bins at the Parish Hall

The Clerk read out correspondence from Wychavon DC following the recent recycling bins fire. It was agreed to request replacement bins due to concerns regarding fly tipping if the bins are removed. This will be reconsidered if the bins are set on fire again.

25. 2011/131 Hire of the Playing Field for a Charity Football Match

The Clerk provided details of a booking request for use of one pitch for 2 hours for a football

match plus a Hall booking. It was agreed to charge £15 for the 2 hour pitch hire plus a £100 refundable deposit to cover any potential damage to the field or the line marking equipment.

26. 2011/132 Use of the Playing Field for Camping by a Football Team(s)

The Clerk provided details of an enquiry for use of the pitches for a football match followed by camping for the French team on the playing field with 5 tents. After discussion, this was agreed in principle subject to a £50 fee for the tents plus a £100 refundable deposit. The hirers would be responsible for their own insurance (the Clerk will establish whether the existing Parish Council insurance provides cover), must clear up afterwards and be considerate of neighbours. The suggestion was made for the one of the changing rooms to also be hired, with access only from outside and to no other areas of the Hall.

27. 2011/133 Parish Hall Recreation Facilities

The Clerk referred to the summary of the RoSPA play area inspection circulated prior to the meeting. After discussion of the points noted, it was agreed for the Clerk to obtain a quote to replace the damaged cradle swing seat, to arrange for loose swing seat eyebolts and loose roundabout fixtures and fittings to be tightened, to arrange for staining of the wooden climbing frame and to liaise with Cllr. Lucas regarding youth shelter maintenance work. The Clerk advised that the handyman regularly monitors the play equipment and attends to minor maintenance needs including fixture tightening. It was noted that there have been instances of teenagers/young adults using equipment that is not appropriate for them and this is causing damage.

Cllr. Turvey advised that Wychavon DC Community Development Manager has agreed to meet with Parish Council representatives to discuss the proposed multi-play options for the tennis courts. Cllr. Turvey will progress. It is hoped that funds will be available at the end of 2011.

28. 2011/134 Bus Services Review

Cllr. Sparling advised that the consultation has now closed and that the results are awaited. It is likely that the 382 service will operate to a revised timetable with reduced weekend services. Cllr. Adams added that community travel funding may be available if a local community wanted to organise its own transport where there are gaps in the new service provision. This will be considered further once the outcome of the review is known. Cllr. Adams advised that Worcs CC is negotiating the operator franchise and this may impact upon the services provided as part of the transport review. Cllr. Adams thanked the Parish Council and residents for their input and support.

29. 2011/135 Traffic Calming Measures in Littleworth

Cllr. Adams advised that he has made enquiries regarding use of the shared speed activated sign but this is unlikely to be available until towards the year end. Another option is to borrow/hire the sign owned by Hallow Parish Council to assess the impact of the sign on traffic calming, Cllr. Adams may be able to provide funding towards any costs. It was agreed for Cllr. Adams to make enquiries of Hallow Parish Council. The Clerk advised that Highways is planning a meeting with Cllr. Adams to review the line marking in Wadborough Road and Cllr. Adams will liaise with Cllr. Sparling. No date has yet been received for installation of the 20mph zone outside school and the horses being ridden signs are being considered by Worcs CC.

Mr. Stefanovic gave his apologies and left the meeting due to a prior commitment at 9.45pm.

30. 2011/136 Bus Shelter, Wadborough Road

Cllr. Sparling provided alternative suggestions for repair of the bus shelter windows. After discussion it was agreed for Cllr. Sparling to put the existing polycarbonate windows back in place with wooden bars to provide support. The effectiveness of this repair will be monitored to inform future maintenance needs.

31. 2011/137 Community Games Event (linked to 2012 Olympics and Paralympics)

Following consideration of the public question time discussions, it was agreed by all to donate

£300 to the 2011 event. Funding will be reviewed on an annual basis. It was suggested that the Parish Council may be able to sponsor the climbing wall, which this donation will help to fund. The Parish Council will not run a stall/activity this year but individuals will provide assistance if they wish. The Clerk will advise the organisers.

32. 2011/138 Mercian Regiment March through the Parish

It was agreed to write to the Mercian Regiment to invite them to march through the Parish after the end of their next campaign. The Clerk will liaise with Cllr. Lucas and Cllr. Adams to draft a letter for agreement by Cllr. Turvey as Chairman. Cllr. Adams commented upon a suggestion for the old HQ site to provide housing for injured/ex-soldiers to retain the military connection.

33. 2011/139 Annual Parish Meeting

It was agreed that the Annual Parish Meeting should be promoted more next year. The Clerk will agenda for review in the autumn to plan how this will be done. It was also suggested to raise the profile of the Parish Council and Councillors by including photographs on the website and a pen portrait for a Parish Councillor in each edition of the newsletter. The Clerk will progress photographs and Cllr. Turvey offered to provide a pen portrait for the newsletter.

34. 2011/140 Land Ownership

The Clerk advised that due to other work commitments/priorities there is no progress to report at this stage.

35. 2011/141 Accountancy Services for 2011/12

The Clerk reported on the quote received. It was agreed for the Clerk to respond with a request for costs to remain unchanged as the precept has not been increased this year. As the service provided works very well it was agreed to proceed at the cost of £740 quoted if a reduction is not possible.

36. 2011/142 Finance

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

Accounts for Confirmation:

Creditor	Detail	Amount £
Shear Perfection Ltd	Mowing of churchyard (£177) and large Norton verges (£173) on 6/5/2011	350.00
New Farm Grounds Maintenance	Mowing of Parish Hall playing field (2 cuts in April plus 1 st of 3 cuts to FP20)	255.05
D. J. Hinton & Co Ltd	Removal of asbestos from allotments	324.00
NALC	Direct Information Service annual subscription	108.00
	TOTAL	1,037.05

Accounts for Payment:

Creditor	Detail	Amount £
Security Patrol Services	Locking of Parish Hall gates (28/3/2011 to 24/4/2011)	126.00
Shear Perfection Ltd	Weeding and re-planting of roundabout by the Barracks (sponsored by SHM Fleet Solutions Ltd_	100.00
Mrs J. Greenway	Honorarium May 2011 – awaiting pay slip from Wychavon DC	To be advised by Wychavon DC
Mrs J. Greenway	Expenses May 2011	62.04
Iain Selkirk	Internal audit	80.00

Fleet (Line Markers) Ltd	One bag of line marker	8.93
Cllr. D. Lucas	Expenses – Ink jet cartridges	38.98
	TOTAL	415.95
	GRAND TOTAL	1,453.00

37. 2011/143 Correspondence for Information

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

38. 2011/144 Clerk's Report on Urgent Decisions since the Last Meeting

No items other than those discussed within the agenda.

39. 2011/145 Items for Update to Local M.P.

Nothing at this time.

40. 2011/146 Councillors' Reports and Items for Future Agenda

The Clerk advised that PAYE requirements for handymen, litter pickers etc. need to be considered and it was agreed to agenda for the June Parish Council meeting.

41. 2011/147 Date of Next Meeting: Thursday 30th June 2011

The meeting closed at 10.15pm.

Correspondence Received for 19th May 2011 Parish Council Meeting	
Sender	Subject
Blachere Illumination UK Ltd	2011 Christmas Lights Catalogue
CALC	Updates on various matters/training (now being forwarded to Parish Councillors).
Clerks & Councils Direct	Magazine May 2011
Community First	Membership pack and training courses. E-bulletin
CPRE	Campaigns Update, Members Guide 2011, Countryside Voice magazine Spring 2011
DCK Beavers Ltd	Accounting solutions and payroll services
Eurovia Infrastructure Ltd	Parking of tractor at the Parish Hall in connection with Highways work St. James Close
Mr Lampit	Your Views Form (relates to Kempsey Parish - forwarded to Kempsey Parish and advised the sender).
Mr. Harrison	Enquiry re use of playing field for a charity football match (plus hire of Hall for a disco)
Mr. Watson	HGV along Church Lane, heading in the direction of the B4084
NALC	Local Council Review Online. Communities in Action Conferences and Exhibitions
NJK CE First School	Thank you for supporting the cost of swimming transport costs
Norton Parish Hall	Agenda for AGM 9 th May
Notts Sport	Synthetic surfacing flier
Queensbury Shelters Ltd	Shelters flier
Richards Sandy Partnership Ltd	Quote for accountancy fees for 2011/12
Rural Services Network	Rural News Digests
Rural Services Network	Rural News Digests
Russell Play	Play area and funding flier
Shear Perfection Ltd	Quote for clearance of sheds from vacant allotment
SMH Fleet Solutions Ltd	Roundabout planting sponsorship
Soc. Local Council Clerks	The Clerk magazine May 2011. Revised edition of The Good Councillor's Guide.
Sovereign Design Play Systems Ltd	Brochure of play equipment, learning facilities and outdoor furniture. Offer of free quote and plan service
Sustainable Gov	Public Service Efficiency Update
Taylor Wimpey UK Ltd	Reimbursement of 50% of Crookbarrow Road verge cutting costs 2006-2010
Whittington Parish Council	Wychavon DC planning consultation process – retain hard copy circulation
Wicksteed Playscapes	Playground equipment flier
Worcs Assoc'n of Carers	Newsletter article – Carer Talktime
Worcs CC Highways	Missing drain covers
Wychavon DC	Additional works to compliment Parish Grant Scheme in Littleworth
Wychavon DC	Affordable Housing at Crookbarrow Road development
Wychavon DC	Code of Conduct/Standards Regime training event 9 th June 2011 (7-8.45pm)
Wychavon DC	Copy correspondence sent to 8 Wadborough Road re maintenance of watercourse
Wychavon DC	Planning approval for W/11/00181: Woodside, Hatfield Lane (Demolition of bungalow and erection of 4No dwellings)
Wychavon DC	Recycling bins at Parish Hall
Wychavon DC	Response to SHM operating hours query
Wychavon DC	Withdrawal notice planning app W/11/00610: Three Bob Yard (erection of 2 woodwork and joinery workshop buildings)

Norton-juxta-Kempsey Parish Council

Councillor Responsibilities

Councillors with Responsibility for Playing Fields:

Chair: Cllr. Richmond
Cllr. Mrs. Hewison

Councillors with Responsibility for Planning Matters:

Chair: Cllr. Richmond
Deputy: Cllr. Bennett Cllr. Sparling
Cllr. Lucas Cllr. Turvey (Parish Council Chairman)
Mr. Ives (Co-opted Member for Parkway Station issues)

Councillors with Responsibility for Footpaths:

Chair: Cllr. Turvey (Parish Council Chairman and Parish Paths Warden)
Cllr. Lucas

Councillors with Responsibility for Allotments:

Chair: Cllr. Mrs. McGovern (Parish Council Vice-Chairman)
Cllr. Mrs. Hewison

Councillors with Responsibility for Finance and General Purposes:

Parish Council Chairman Parish Council Vice-Chairman
Parish Councillors
Responsible Finance Officer (Mrs. J. Greenway)

SWDP Working Group:

Cllr. Turvey (Parish Council Chairman)
Cllr. Mrs. McGovern (Parish Council Vice-Chairman)
Cllr. Fincher Mr. Dyer

EnviroSort Liaison Group:

Cllr. Lucas

Flooding Issues: Mr. Reeves (Co-opted Member for Flooding issues)
Cllr. Turvey (Parish Council Chairman)

PACT Representative: Cllr. Bennett

CALC Wychavon Area Meeting Representative: Cllr. Bennett

Community First Representative: Cllr. Turvey (Parish Council Chairman)

Public Question Time Discussions

Two members of the public attended as organisers of the Norton Community Event planned for 26th June 2011.

Mr. Goode and Mr. Hodgkins provided background to the event which is to provide a lasting legacy to the 2012 Olympics and Paralympics. This is a national initiative from 2012 which is being piloted across the West Midlands.

The aim is for this to be a self funding perpetual event which brings together the community, with any surplus funds ploughed back into the community. Charity status is being arranged.

The event will be held at Norton Cricket Club and will include stalls and activities which it is hoped will appeal to a wide range of the community. A shuttle bus service from Littleworth and Hatfield is being investigated with Astons Coaches and local companies are providing support in the form of funding, services and volunteers. Parking close to the venue is being investigated.

The event has been organised over a short space of time and has evolved through local contacts which has resulted in the venue of the Cricket Club. Working together is vital to the success of the event and the Parish Council/Parish Councillors were invited to be part of the event and activities.

Examples of the types of activities that will be available, the set up of the Charity and insurance considerations were provided. £1,500 working capital will get the event up and running. Entrance will be free but there will be nominal charges for some activities to cover costs e.g. shooting club activities. It is hoped to include a climbing wall as a central feature, although further funding is required for this c. £300.

A sporting celebrity is being sought to open the event or alternatively, the Chairman of Wychavon DC.

Publicity for the event will include leaflet drops, banners, an advert in the Parish Council newsletter and radio/press releases. Cllr. Sparling offered to place details on his Parish website.

On a separate point, a request was made for the Parish Council to consider installation of an astro-turf cricket strip on the field as part of development of the sporting facilities at the Parish Hall. This would provide additional facilities in the local vicinity as the Cricket Club at Norton is at full capacity with 3 visiting teams. The Clerk will agenda this suggestion for consideration by the Parish Council.

The organisers were thanked for attending and for all their work planning the event.