

**MINUTES OF THE MEETING OF THE  
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON  
THE 26<sup>TH</sup> APRIL 2012 AT NORTON PARISH HALL, LITTLEWORTH**

See Appendix 2 for public question time discussions.

- 1. Apologies for Absence:** A. Bennett, D. Lucas, P. Richmond, CSO Allchurch. These apologies were accepted and approved.

**Attending:** H. Turvey (Chair), K. Fincher, Mrs. D. Hewison, Mrs. C. McGovern, M. Reeves, Cllr. R. Adams (County and District Councillor), Mrs. J. Greenway (Clerk/Responsible Finance Officer).

- 2. Signing of Outstanding Undertakings and Declarations of Office**

It was agreed for Mr. Dyer to sign his undertaking and declaration of acceptance of office at, or before, the next Parish Council meeting.

- 3. Changes to Membership**

The Clerk read out a letter of resignation from Cllr. Sparling due to his extensive commitments to the Parish Hall. This resignation was accepted and Cllr. Sparling was thanked for his input to the Parish Council. The Clerk will notify Wychavon DC. The existing Parish Councillor vacancy remains and has been advertised in the recent newsletter, one expression of interest has been received but as yet no applications.

- 4. Declarations of Interest**

The Clerk expressed an interest in agenda items 12 and 13 (Parish Council PAYE Registration and Parish Clerk Contract). Cllr. Mrs McGovern declared a personal and potentially prejudicial interest in agenda items 12 and 16.

- 5. Minutes of the Parish Council Meeting Held on 29<sup>th</sup> March 2012**

It was proposed by Cllr. Fincher, seconded by Cllr. Mrs McGovern **and all were in agreement** that the minutes of the 29<sup>th</sup> March be approved.

- 6. 2012/104 Reports**

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

Cllr. Adams advised that a community covenant aimed at strengthening links with the armed forces is due to be signed towards the end of June. The Parish Council will receive an invitation to attend the signing of this declaration. Whilst the proposal to use the old Barracks HQ site for housing for ex-services personnel is supported by Wychavon DC and the Housing Association, there appears to be a delay in pricing details from the MoD. It was agreed for the Clerk to contact Peter Luff MP to seek his assistance in progressing matters. Cllr. Adams, the Clerk and Cllr. Fincher will liaise regarding MoD contact details.

**b) Planning**

**(i) Cllr. Turvey explained the following current applications:**

Approvals

**Old Brickworks, Church Lane,  
Norton. Ref: W/12/00124**

Extension of Time application for planning permission W/08/2815 for proposed workshop. Parish supports with addition of a condition to clarify operating hours. Approved by Wychavon Planning Committee Meeting with the inclusion of condition.

**Land off Crookbarrow Road,  
Norton. Ref: W/12/00055**

2 no. hoarding signs (main development sign/visitor parking location sign) and 8 no. flags and 6m high flagpoles (retrospective). Parish supports with conditions.

<b>Land off Crookbarrow Road, Norton. Ref: W/12/00060</b>	Install a temporary vehicular and pedestrian access from Crookbarrow Road and site a temporary sales unit with 6 no. parking spaces (retrospective). Parish supports with conditions.
<b>Land off Crookbarrow Road, Norton. Ref: W/12/00487</b>	Application to vary condition no 2 of planning approval ref W/11/01290/RM to allow erection of a 1800mm high close boarded fence to the northern boundary of the site in order to enhance security of the site.
<b>Three Bob Yard, Woodbury Lane Norton. Ref: W/12/00343</b>	Erection of woodwork and joinery workshop including yard and works to improve site entrance. Parish supports with conditions.
<b>Joystans, Wadborough Rd, Littleworth. Ref: W/12/00469</b>	Demolition of existing garage and store building and erection of linked garage and conversion of existing car port to living space. Parish supports.

Refusals - None

Awaiting Decision

<b>Woodside, Hatfield Lane, Norton. Ref: W/12/00539</b>	Amendment to approval W/11/00181 raising of eaves, alterations to porches, solar panels and enlarged garage to plot 1 Crookbarrow Road and site a temporary sales unit with 6 no. parking spaces (retrospective). Parish does not support.
<b>Land at Court Farm, Church Lane, Norton. Ref: W/12/00285</b>	6 no employment buildings as extension to existing site and alterations to existing access. Parish does not support.

<b>St. Peters Garden Centre, Norton. Ref: W/12/00285</b>	Extension to cafeteria/office accommodation and additional canopy to cover existing retail area. Parish supports with concern noted.
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Internal Consultation

<b>Building at Winnells Farm, Church Lane, Norton. Ref: W/12/00285</b>	Extension to industrial unit to form a store/utility building and open sided car port (for van), proposed solar panels to main roof south elevation.
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Other – None

Concern was expressed regarding the retrospective application for Woodside, Hatfield Lane. As proposed by Cllr. Fincher, seconded by Cllr. Mrs McGovern and agreed by all, the Clerk will write to Mr Hegarty (Managing Director of Wychavon DC and Acting Head of Housing and Planning) expressing Parish Council concerns regarding this particular application and requesting that retrospective applications, which are becoming increasingly common, are dealt with with more severity. The letter will be copied to Cllr. Adams, the Planning Officer and Peter Luff MP.

It was agreed to monitor any SMH vehicle movements outside the defined operating hours.

(ii) No progress to date due to time constraints and other Parish Council work. Cllr. Turvey will progress the Crucible Business Park Liaison Group with Cllr. Bennett.

**c) Allotments**

Cllr. Mrs McGovern advised that most plots are looking good. The tenants of those plots that are not being fully worked will be written to again advising that if plots are not fully cultivated the Parish Council may consider ceasing the tenancy agreement and reallocating the plot to new tenants. Requests have been received for 2 plots to be split and this is being arranged.

**d) Playing Fields**

The Clerk advised that the annual RoSPA play inspection report has been received which reveals no high risk items. The Clerk will summarise the findings and recommendations and will forward

these to councillors for review and consideration at the May Parish Council meeting.

**e) Public Rights of Way**

Cllr. Turvey provided an update on work completed and also that outstanding (which is in hand). A meeting has been held with Worcs CC to consider using the farm bridge across the Southern Link Road as a cycle crossing using s.106 funding from the Crookbarrow Road development. Worcs CC officers are due to meet with the land owner to progress this project. Further funding in excess of the £10k s.106 funds will be required.

**f) Finance**

(i) The current account balance was £19,993.24 on 12<sup>th</sup> April (including the Treasury Stock maturity proceeds of c. £14,507.52) with the deposit account balance at £52,412.52 on 2<sup>nd</sup> April.

(ii) Monthly accounts are not available due to preparation of the year end accounts. The Clerk confirmed that there will be a surplus position at the year end, in part due to the grass cutting reimbursement costs from Taylor Wimpey and Persimmon Homes.

**g) West Mercia Police**

The Clerk read out the Police report summarising crimes since 1<sup>st</sup> April.

**h) Parish Plan**

Cllr. Turvey advised that there has been no further progress due to time constraints.

**i) EnviroSort**

Nothing further to report.

**7. 2012/105 South Worcestershire Development Plan (SWDP)**

Cllr. Fincher advised that a follow up meeting has been arranged with Welbeck Land to gather further information and to try to influence the Welbeck plans. A response has been made to the schedule received from Welbeck after the first meeting expressing Parish Council concerns. The Welbeck master plan appears at odds with the SWDP Preferred Options Document (POD). The SWDP POD will gain legal meaning between November 2012 and July 2013. It is understood that an updated draft of the SWDP will be provided to District/City Councillors in early July which it is hoped will include the changes requested by the Parish Council, which seem to have been positively received by Wychavon DC and others with whom we have shared them. Concern was expressed that Malvern Hills DC may not approve the next version of the SWDP which could result in Welbeck Land submitting a speculative planning application. No response has been received to the recent letter to Wychavon DC.

It was agreed that the Parish Council would welcome the opportunity to attend/speak at a Joint Advisory Panel (JAP) meeting and also attend any further meetings between Wychavon DC and Welbeck Land. The Clerk will contact the SWDP Team to make these requests. The provision of a secondary school may become a higher priority within the proposed developments.

The Clerk will contact Welbeck to confirm site visit details and request a copy of their master plan. Details of the key points of the discussions at the meeting will be kept by Cllr. Fincher/Cllr. Mrs McGovern and the possibility of further meetings will be considered dependent on the outcome of this meeting.

An update to residents will be issued in the next Parish Council newsletter.

**8. 2012/106 Flooding Issues**

a) Mr. Reeves advised that Network Rail has completed the ditch clearance work and that he will undertake a site visit to observe this and establish how/if this affects the pipe for realignment. It is likely to be August/September time before Mr Gill is able to undertake this work in part due to

ground conditions following an extremely wet April. This delay is not considered an issue as the work should still be completed this year. The Clerk confirmed that Mr. Dyer may be able to assist in the absence of Mr. Reeves.

b) Cllr. Adams advised that a scheme should still be coming forward regarding the proposed Worcs CC Highways flood alleviation work in the vicinity of Wadborough Road and the Parish Hall. This is expected in around 12 month's time and therefore is unlikely to coincide with the Severn Trent work.

c) No further news has been received regarding the Severn Trent Work. The Clerk will establish if the trial hole work in the field between Courtnellan and Coppice Cottage has been completed and request a programme of works.

#### **9. 2012/107 Norton Pre-school Proposals**

The Clerk read out a letter from Pre-school explaining the change to funding from Worcs CC and the impact upon finances. Pre-school has agreed to a copy of this letter being provided to Cllr. Adams to enable the funding issues to be raised with Worcs CC. After discussion it was agreed for the Clerk to request a copy of the Pre-school budget plan for the current year and the forecast for next year as the Parish Council feels a vested interest in retaining Pre-school within the Parish. Cllr. Adams offered to provide £500 of his member's budget to assist with the artificial turf to complete the Pre-school garden area. A donation of £300 to cover the remaining cost was proposed by Cllr. Fincher, seconded by Cllr. Mrs Hewison and agreed by all. This was noted as S.137 expenditure.

The youth shelter relocation will be considered at the May meeting in conjunction with the RoSPA report findings/recommendations.

#### **10. 2012/108 Land adjacent to St. Peters Garden Centre**

a) A report was received of lorries destined for the site parking at the end of Brockhill Lane at around 7.50am and it was agreed to monitor. In response to a request from Engage Planning it was agreed for Cllr. Turvey to draft feedback to Taylor Wimpey regarding a positive community engagement experience. The issues regarding the temporary traffic lights have been highlighted to the developers but it appears that the lights and associated works are the responsibility of services companies. The Clerk will tailor and redirect the letter. Highways has not yet finally approved the roundabout and pedestrian crossing scheme.

b) It was agreed to support the Worcs CC consultation to apply a 7.5 tonne weight limit to Talavera Road to ensure that the existing weight limit on Crookbarrow Road remains effective. Installation of the signs will be requested on existing posts.

#### **11. 2012/109 Grass Verges along Crookbarrow Road**

The Clerk advised that the developers have confirmed that they jointly own the verges that Highways is not planning to adopt. The developers have suggested a meeting to discuss future maintenance of these verges and the possibility of the Parish Council taking over ownership with a financial contribution towards future costs. Concern was expressed about services under the verges and future liability for maintenance and costs. Suggested alternatives were maintenance by Wychavon DC or The Green Belt Company (who undertake maintenance of the steep grass bank along Salamanca Drive). Cllr. Turvey and Cllr. Fincher offered to attend a meeting subject to availability. The Clerk will seek some possible meeting dates to establish councillor availability.

In the meantime, the developers have agreed for the Parish Council to continue to arrange verge mowing and that they will reimburse costs incurred. The Clerk will instruct Shear Perfection to undertake mowing on a fortnightly basis (unless this can be extended due to slower growth) until further notice. The Clerk advised that the outstanding Persimmon Homes contribution towards the 2011 cutting costs of £951.50 has now been received.

## **12. 2012/110 PAYE Registration of the Parish Council**

- a) The Clerk is liaising with Wychavon DC to add the handymen to the payroll.
- b) It was agreed for the Clerk to circulate the draft handyman contract and NALC and SLCC (Society of Local Council Clerks) guidance notes relating to Grievance and Disciplinary Policies to Cllr. Turvey and Cllr. Fincher for review.
- c) Cllr. Turvey and Cllr. Fincher agreed to review the documents in b) above.
- d) To be considered following review of the Grievance and Disciplinary Policy guidance notes.

## **13. 2012/111 Parish Clerk Contract**

- a) Cllr. Turvey advised that this will be looked at further as soon as possible.
- b) Payment of the extra hours worked by the Clerk, from April 2011 to March 2012, of 51.75 hours was proposed by Cllr. Mrs Hewison, seconded by Cllr. Fincher and agreed by all.
- c) The carry forward of 12.25 hours Clerk's holiday entitlement from 2011/12 into the April 2012/March 2013 holiday year was proposed by Cllr. Fincher, seconded by Cllr. Mrs Hewison and agreed by all.
- d) An annual Clerk salary scale increment (as detailed within the Clerk contract) from SCP19 to SCP20, with effect from 1<sup>st</sup> April 2012, was proposed by Cllr. Fincher, seconded by Cllr. Hewison and agreed by all. The Clerk will circulate the salary scale benchmarking information for review to support future increment requests.

## **14. 2012/112 Parish Hall Recreation Facilities**

- a) The Clerk advised that there is no further news regarding the play area and multi-play sports facility developments.
- b) The public question time discussions were considered. It was agreed for the Clerk to obtain plans and quotes for a bmx/skate facility for review. The Clerk will update the enquirer. The possibility of the Parish Hall Booking Secretary managing future playing field bookings was briefly discussed. The Clerk will place on the agenda for consideration at the next Parish Council meeting and will investigate insurance implications of a change in management of the facilities. The Clerk will also obtain quotes for maintenance/repairs to the playing field goal mouths.

## **15. 2012/113 Parish Hall Security**

Cllr. Mrs McGovern confirmed that CCTV is progressing and details have been circulated to the Trustees for consideration. The type of system being proposed has been confirmed as providing admissible evidence by the Police. Pre-school are no longer able to assist with funding of this project and therefore the Parish Council may be requested to make an additional contribution. The Clerk will agenda for the next meeting for consideration.

## **16. 2012/114 Parish Hall**

- a) The Clerk advised that Cllr. Lucas has provided additional information regarding the Lease and Trust Deed and the link to the Charity and this will be incorporated in the request for advice to CALC/NALC.
- b) Parish Hall responsibility for playing field bookings and maintenance is being considered by the Trustees. Cllr. Lucas is progressing with quotes for the boilers and heating work.
- c) After discussion, instruction of the District Valuer to undertake an insurance reinstatement valuation of the Parish Hall was proposed by Cllr. Fincher, seconded by Cllr. Mrs Hewison and agreed by all at a cost of £400 plus VAT. The Clerk will progress.

## **17. 2012/115 Parish Hall Gates**

The Clerk reported on a letter and quotation received following an incident at the Parish Hall where the car park gate is reported as swinging into a car causing damage. It was agreed to submit this to the Parish Council insurance company to deal with. To assist in preventing a similar incident in future, it was agreed to install a mechanism to secure the gates when open. The Clerk will seek recommendations and quotes for consideration.

**18. 2012/116 Bus Services Review**

The Clerk advised that at the present time it is not possible to include Littleworth within the proposed Sunday and Bank Holiday route, however the route will be monitored and changes may be possible in the future. A representative of the Parish Council will aim to attend future bus services meetings to enhance the scheme.

**19. 2012/117 Traffic Calming Measures in Littleworth and Norton**

The Clerk confirmed that the Police have been requested to defer a Sunday morning speed survey until the autumn.

**20. 2012/118 Churchyard Mowing**

The Clerk advised that the PCC has confirmed the proposed reimbursement arrangements.

**21. 2012/119 Community Games (8<sup>th</sup> July)/Parish Fun Run (15<sup>th</sup> July)**

Following discussion of information received from the event organiser, it was agreed that the Parish Council will fund the trophies and medals for the interschool athletics competition at a cost of up to £200. The Clerk will request that the medal ribbons include the wording NJK Parish Council and that the trophies also refer to NJK Parish Council. In addition, funding of an inflatable slide at a cost of £115 for the Community Games was proposed by Cllr. Fincher, seconded by Cllr. Mrs Hewison and agreed by all, with a sign to be provided by the Parish Council highlighting that this is sponsored by NJK Parish Council. The Clerk will advise the event organiser. This was noted as S.137 expenditure.

It was agreed that it would be useful for the Parish Council to have a logo for such situations and the Clerk will make enquiries of a local art work business for assistance.

**22. 2012/120 The Queen's Diamond Jubilee Celebrations**

a) Presentation of a boxed Royal Mint Jubilee Medal to the children attending Norton Pre-school and NJK CE First School was proposed by Cllr. Fincher, seconded by Cllr. Mrs Hewison and agreed by all at a cost of £3.99 per medal, plus delivery. This expenditure of £897.75 plus delivery for 225 medals was noted as S.137 expenditure to be funded from reserves. The Clerk will order and arrange for a card/label for each box with wording 'presented by Norton-juxta-Kempsey Parish Council'.

b) In response to a request received, a donation of £100 to assist with funding of a Jubilee street party in Littleworth was proposed by Cllr. Mrs Hewison, seconded by Cllr. Mrs McGovern and agreed by all. The Clerk will advise the organiser. This was noted as S.137 expenditure to be funded from reserves.

**23. 2012/121 The Wychavon Bursary Award**

The Clerk reported on correspondence received regarding the refreshed scheme. Provision of a one-off principal donation of £50 to participate in the scheme was proposed by Cllr. Fincher, seconded by Cllr. Mrs Hewison and agreed by all. This was noted as S.137 expenditure. The Clerk will arrange.

**24. 2012/122 The Worcestershire Agreement**

The Worcestershire Agreement was considered and providing a council can withdraw from the agreement at any time if it wishes, it was agreed to join the agreement as a demonstration of working together with Worcs CC and CALC. The Clerk and Cllr. Turvey will review and complete the document for submission.

**25. 2012/123 Worcs CC Consultation: The Approach to Localism**

The Clerk will circulate the specific Parish Council questionnaire for comment and submission by 8<sup>th</sup> June.

**26. 2012/124 Worcs CC Consultation: Waste Core Strategy Development Plan**

The Clerk will circulate the documents to Cllr. Fincher for review and consideration of a response (to be submitted by 21<sup>st</sup> May).

**27. 2012/125 Crookbarrow Road Notice Board**

The Clerk will write to the developers of the Crookbarrow Road site to request assistance in funding a new notice board by the bus stop in front of their new development.

**28. 2012/126 Crookbarrow Road Island by the Barracks**

The Clerk will contact Highways to report maintenance requirements to the island and to the drains around the island where road flooding has occurred. It is believed that this section of road is currently unadopted and Highways recommendations will be sought.

**29. 2012/127 Email Disclaimer**

The email disclaimer wording provided by Came & Co insurance company via CALC was agreed for adoption. The Clerk will include on future emails.

**30. 2012/128 Planting of Parish Hall Tubs**

No quotes have yet been received.

**31. 2012/129 Finance**

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

Accounts for Confirmation:

<b>Creditor</b>	<b>Detail</b>	<b>Amount £</b>
West Mercia Police	Donation to support 'The Bobby Club'	25.00
HMRC	Employer's quarterly NI Contribution due (revised figure due to year end adjustment)	9.68
Shear Perfection Ltd	Mowing of churchyard (x 2) (£354) plus initial cost of strimming around the car park (£30) plus VAT	460.80
New Farm Grounds Maintenance	Mowing of playing field (£57.50) and first cut of FP20 (NJ543) (£105.50) plus VAT	195.60
	<b>TOTAL</b>	<b>691.08</b>

Accounts for Payment:

<b>Creditor</b>	<b>Detail</b>	<b>Amount £</b>
Shear Perfection Ltd	Mowing of churchyard and around car park (£177 plus VAT)	212.40
Mrs J. Greenway	Honorarium April 2012 (pay slip from Wychavon DC)	601.45
Mrs J. Greenway	Expenses (April)	57.59
Playsafety Ltd	Annual RoSPA play area inspection	97.20
R. Pullen	Parish maintenance March/April (mowing/strimming, play area inspections and maintenance work). 18.5 hrs (£112.48 gross) plus £22.71 petrol and paint	135.19
Mr. Roberts	Winner of Spring newsletter number puzzle	10.00
Mr. Rudge	Runner up Spring newsletter number puzzle	5.00
	<b>TOTAL</b>	<b>1,118.83</b>
	<b>GRAND TOTAL</b>	<b>1,809.91</b>

b) Renewal of the CALC/NALC membership at a cost of £572.58 plus VAT was proposed by Cllr. Fincher, seconded by Cllr. Mrs McGovern and agreed by all.

c) Renewal of the Community First silver membership at a cost of £20 was proposed by Cllr. Mrs McGovern seconded by Cllr. Mrs Hewison and agreed by all.

- d) Renewal of the NALC Local Council Review subscription at a cost of £15.50 was proposed by Cllr. Mrs McGovern, seconded by Cllr. Mrs Hewison and agreed by all.
- e) It was agreed not to provide a donation to the Wychavon CAB at this time.
- f) It was agreed to discuss reserve levels, future projects and funding requirements at the May Parish Council meeting.

**32. 2012/130 Annual Parish Meeting (10<sup>th</sup> May)**

The Clerk provided an update on attendees and the draft agenda was agreed with the addition of a specific SWDP agenda item. The Clerk will arrange display and circulation of the agenda. Road side signs advertising the event were agreed and the Clerk/Cllr. Turvey will arrange. The Clerk requested reports for the Information Pack which will be circulated at the meeting and will include the draft minutes from the 2011 Annual Parish Meeting. The Clerk will collate and arrange production/copying. The Clerk will liaise with Cllr. Turvey regarding a 'slide show' of old photographs in the Committee Room. Mrs Cooper is unable to assist with refreshments; the Clerk will liaise with councillors regarding requirements and assistance.

**33. 2012/131 Correspondence for Information**

See Appendix 1 for a list of correspondence received.

**34. 2012/132 Clerk's Report on Urgent Decisions since the Last Meeting**

Items as discussed within the agenda. After discussion it was agreed for a free page in the newsletter to be provided to St. Richard's Hospice regarding their Write a Will Scheme.

**35. 2012/133 Items for Update to Local M.P.**

A copy of the letter to be sent to Wychavon DC regarding retrospective planning applications will be sent to Peter Luff MP.

**36. 2012/134 Councillors' Reports and Items for Future Agenda**

The following items were noted for the May agenda:

- Concerns regarding control of dogs within the Parish.
- Correspondence received regarding the boundary of Coppice Cottage following the land transfer from the Parish Council in 1974.
- Street lighting – Worcs CC consultation regarding a trial for part/full night time switch off.
- Appointment of a councillor with specific responsibility for seeking funding for improving and maintaining the fabric of the Parish Hall (as freehold owners).

**37. 2012/135 Date of Next Meetings:**

**Annual Parish Meeting Thursday 10<sup>th</sup> May**

**Annual Parish Council Meeting Thursday 31<sup>st</sup> May**

It was agreed to rearrange the Annual Parish Council Meeting of 24<sup>th</sup> May due to the number of advance apologies. Mr. Reeves gave apologies for the meetings on 10<sup>th</sup> and 31<sup>st</sup> May.

The meeting closed at 10.55pm.



<b>Correspondence Received for 26<sup>th</sup> April 2012 Parish Council Meeting</b>	
<b>Sender</b>	<b>Subject</b>
Anonymous	Legal dumping/fires in Norton/Littleworth
Boughton Butler	Neighbourhood planning (forwarded to Parish Councillors for information)
CALC	Updates on various matters and training (forwarded to Parish Councillors for information). Localism Act, Code of Conduct, 2012/13 subscription and summary of CALC activities.
City Farms/Community Gardens	Spring update
Cllr. Sparling	Letter of resignation
Community First	The end of the Worcs Rural Housing Enabler Project
CPRE	Countryside Voice magazine Spring 2012, members guide, campaigns updates (forwarded to Parish Councillors for information)
Fleet (Line Marker) Ltd	Emailing future invoices
Glasdon	Product brochures (street furniture)
Information Commissioner's Office	Confirmation of entry in Data Protection Register
Mr Booker	Coppice Cottage land boundary and land transfer from the Parish Council in 1974
Mr Goode	Norton Community Games and Norton Fun Run
Mr Sparling	Dogs on Parish Hall playing fields
Mr. Smith	Allotments
Mr. Tonks	Damage to car following incident involving Parish Hall car park gates
Mrs Burford	Donation for Jubilee street party in Littleworth
Mrs Wheeler	SWDP information
NALC	People in Action Conferences
Norton Pre-School	Funding changes
Peter Luff MP	New planning guidance re traveller sites
Play Innovation	Product information
Rooftop Housing	Confirmation that Rooftop remain responsible for the storm drains in Regiment Close and gullies work being undertaken
Rural Services Network	Rural News Digests (forwarded to Parish Councillors for information)
Safe & Sound Playgrounds	Product information
SLCC	Training events
St. James Church PCC	Agreement to 50% reimbursement of 2012 churchyard grass cutting costs
St. Richard's Hospice	Norton Fun Run and newsletter
Unlock Democracy	Sustainable Communities Act Amendment Act 2010
Welbeck Strategic Land	SWDP/South Worcester development
Welbeck Strategic Land	SWDP/South Worcester development and meeting on 30 <sup>th</sup> April
West Mercia Police	Crime report (forwarded to Parish Councillors for information).
Worcs CC	Ageing Well in Worcestershire Strategy – official launch event 30 <sup>th</sup> April (forwarded to Parish Councillors for information)
Worcs CC	Street lighting – invitation to join a trial for part night or full night switch off
Worcs CC	Sunday and Bank Holiday service
Worcs CC	Talavera Road – Weight limit restriction
Worcs CC	Think Local in Worcestershire – Consultation on Worcs CC approach to Localism
Worcs CC	Waste Core Strategy Development Plan – consultation (ends 21 <sup>st</sup> May)
Worcs CC	Waste Core Strategy Development Plan consultation – additional policy
Worcs CC Highways	Public notice of road closure – Hatfield Lane (Church Lane end): 16 <sup>th</sup> May (2 days) (forwarded to Parish Councillors for information)
Wychavon CAB	Donation request

**Correspondence Received for 26<sup>th</sup> April 2012 Parish Council Meeting (continued)**

<b>Sender</b>	<b>Subject</b>
Wychavon DC	Approval Notice for planning application: <ul style="list-style-type: none"><li>• W/12/00487: Persimmon Homes South Midlands - Application to vary condition no 2 of planning approval ref W/11/01290/RM to allow erection of a 1800mm high close boarded fence to the northern boundary of the site in order to enhance security of the site.</li><li>• W/12/00343: Three Bob Yard, Woodbury Lane – Erection of woodwork and joinery workshop including yard and works to improve site entrance.</li><li>• W/12/00469: Joystans, Wadborough Road, Littleworth – Demolition of existing garage and store building and erection of linked garage and conversion of existing car port to living space.</li></ul>
Wychavon DC	Communicate newsletter April 2012
Wychavon DC	Copy of presentation re New Homes Bonus/Neighbourhood Planning (forwarded to Parish Councillors for information)
Wychavon DC	Localism Event 23 <sup>rd</sup> April (forwarded to Parish Councillors for information).
Wychavon DC	Small Health Grant Scheme
Wychavon DC	Wychavon Bursary Award
Wychavon DC	Youth Bus venues April
Wychavon Sport	Invitation to 2012 Wychavon Parish Games

**Public Question Time Discussions**

A resident of St. Peter's Parish attended to learn more about the SWDP and the approach by NJK Parish Council.

Three young people who live in the Parish attended to request some additional recreation facilities in the Parish Hall grounds. A fenced off area for bmx bikes/skateboards/skates/scooters to include permanent structures such as ramps and half pipes would provide welcome extra activities. The enquirers confirmed that any new facilities would be looked after and respected and anyone seen vandalising them would be asked to stop and would be reported. An example of this type of facility can be seen at Westlands, Droitwich (near the Swimming pool and football pitches). Cllr. Turvey thanked the young people for attending and confirmed that this request would be discussed during the Parish Council meeting and that the Clerk would be in touch with an update as soon as possible.