

**MINUTES OF THE MEETING OF THE
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON
THE 31ST JANUARY 2013 AT NORTON PARISH HALL, LITTLEWORTH**

See Appendix 2 for public question time discussions.

1. **Apologies for Absence:** K. Fincher and CSO Allchurch. These apologies were accepted and approved.

Attending: H. Turvey (Chair), A. Bennett, C. Dawson, Mrs. D. Hewison, D. James, Mrs. C. McGovern, P. Richmond, Cllr. R. Adams (County & District Councillor), M. Reeves, Mrs. J. Greenway (Clerk/ Responsible Finance Officer).

2. **Changes to Membership**

The Clerk advised that two residents expressed an interest in the vacancy but no responses have been received following provision of information by the Clerk despite follow up. A vacancy notice will be placed in the Parish Council newsletter.

3. **Declarations of Interest**

a) Cllr. Turvey reminded members of requirements as outlined in the agenda.

b) and c) See item d.

d) i) Outstanding dispensation request forms were received in respect of the dispensation granted, up to the next ordinary election (2015) to all parish councillors living in the parish, to enable them to participate in any discussion/vote on any matter concerning the setting of the council's budget and annual precept.

(ii) A dispensation was granted to Mr. Reeves for participation in discussions relating to the Severn Trent Water Wadborough Road pumping station proposals. Proposed by Cllr. Bennett, seconded by Cllr. Richmond and agreed by all.

(iii) A dispensation was granted to Cllr. Fincher and Cllr. Dawson, who are also Parish Hall Charity Trustees (as Parish Council representatives on the Hall Management Committee), to enable them to participate in discussions and votes concerning Parish Council matters relating to the Parish Hall. Proposed by Cllr. Bennett, seconded by Cllr. Mrs McGovern and agreed by all.

(iv) A dispensation was granted to Cllr. Mrs Hewison, Cllr. Mrs McGovern and Cllr. Richmond, as Parish Councillors who are associated with the Parish Pantomime/Norton Theatre Group, to enable them to participate in discussions concerning Parish Council matters relating to the Parish pantomime/Norton Theatre Group. Proposed by Cllr. Dawson, seconded by Cllr. James and agreed by all.

4. **Minutes of the Parish Council Meeting Held on 29th November 2012**

Approved as proposed by Cllr. Richmond, seconded by Cllr. Bennett and agreed by all.

5. **2013/1 Reports**

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

Cllr. Adams reported that the German company Spies has pulled out of the Woodbury Lane site proposals. This proposal was not supported by the Parish Council due to the site being outside the development boundary and also not included within the SWDP. A meeting is being held between Worcs CC Highways and the developers of the Crookbarrow site, to progress the new island and pedestrian crossing. Worcs CC Highways has requested that all residential traffic from the new development should access the site via the older part of Talavera Road as the new island access has not yet been agreed. Cllr. Adams is in contact with residents regarding this. It was noted that a site planning condition was that properties should not be occupied until the new traffic island and crossing had been agreed and constructed. Wychavon DC is following this up via their enforcement team. Concerns were expressed that adoptions should be completed promptly to avoid the long term outstanding adoption issues relating to the original Brockhill development.

b) Planning

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

Approvals

16 Gallipoli Drive, Norton
Ref: W/12/002574

Proposed single storey rear extension. Parish supports.

**NJK CE First School,
Wadborough Road, Littleworth**
Ref: 12/000066/REG3

New hall and 2 classroom extension to replace temporary double mobile. Parish supports with concerns regarding on-site parking.

Wadborough Road, Littleworth
Norton. WDC Ref: W/12/01705,
WCC Ref: 12/000042/CM

Proposed new sewage pumping station required in connection with the first time sewerage project along Wadborough Rd, Littleworth alterations to existing access. Parish supports subject to conditions.

23 Keren Drive, Norton
Ref: W/12/02774

Single storey rear extension. Parish supports.

Refusals - None

Awaiting Decision

Land at Court Farm, Church Lane, Norton. Ref: W/12/00285 6 no employment buildings as extension to existing site and alterations to existing access. Parish does not support.

Land at Court Farm, Church Lane, Norton. Ref: W/12/02418 Extension to unit. Parish supports subject to conditions.

**Land adj. Hatfield Farm,
Hatfield Bank. Ref: 12/02828**

Certificate of lawful use for use of land as domestic garden. Parish supports.

Internal Consultation - None

Other - None

(ii) See agenda items 9, 10 and 11.

c) Allotments

Cllr. Mrs McGovern advised that there are no outstanding major issues and that most of the annual rents have been paid. Also see agenda item 20 re tenant feedback and fencing proposal.

d) Playing Fields

The Clerk advised that the adult team is not playing at present due to the pitch being either frozen or waterlogged.

e) Public Rights of Way

Cllr. Turvey advised that there is no further news at present. The P3 grant application for 2013/14 has been received and it was agreed to apply for the maximum £500 grant to contribute to the costs incurred in keeping the public rights of way within the Parish maintained. In previous years, costs have exceeded the P3 grant and this will be considered further at the March meeting.

f) Finance

(i) The current account balance was £6,543.82 on 15th January with the deposit account balance at £79,803.38 on 2nd January. S.137 spend agreed to date totals £1,325.70, following use of S.145 for expenditure relating to the Norton Community Games event and a Diamond Jubilee street party within the Parish.

(ii) There were no questions regarding the monthly accounts to the end of December.

g) West Mercia Police

CSO Allchurch was unable to attend, but provided a summary of crimes in the Parish since 1st December which was reported by the Clerk.

h) Parish Plan

No further news to report.

i) EnviroSort

Cllr. Bennett will attend the next Liaison Group meeting on 20th February. Glass litter is still understood to be an issue around the site.

6. 2013/2 2013/14 Budget and Precept

a) The Clerk and Cllr. Turvey referred to the information circulated prior to the meeting which included the draft 2013/14 budget, details of changes to the Council Tax base and the impact of this, plus a precept/funding calculator provided by Wychavon DC. Along the lines discussed at the November meeting, a precept request of £31,320 has been submitted, which will result in a 0% change for Band D Council Tax, but will provide a 2% (£744) increase in funding to the Parish Council. Wychavon DC will fund this request with £29,861 provided by way of a precept payment and the remaining £1,459 by way of grant, following changes to the Council Tax base and Central Government funding. Confirmation of the precept request of £31,320 was proposed by Cllr. Richmond, seconded by Cllr. Bennett and agreed by all.

b) Confirmation of the revised quote of £270 for 10 cuts to the small grass verges at Brockhill was proposed by Cllr. Bennett, seconded by Cllr. Richmond and agreed by all.

7. 2013/3 Appointment of Internal Auditor

Appointment of Iain Selkirk as the independent Internal Auditor for 2012/13, at a cost of £80, was proposed by Cllr. Bennett, seconded by Cllr. Richmond and agreed by all.

8. 2013/4 Annual Insurance Renewal

The Clerk referred to the insurance and asset details circulated prior to the meeting and provided renewal information including options for a 1 year renewal and longer term 3 and 5 year renewals. Cover was agreed as adequate and renewal of the existing policy for 12 months was proposed by Cllr. Bennett, seconded by Cllr. Richmond and agreed by all at a cost of £2,801.23 including Insurance Premium Tax. The Clerk will arrange.

9. 2013/5 South Worcestershire Development Plan (SWDP)

Cllr. Turvey provided an update from the working group which continues to liaise with Wychavon DC/SWDP Team and Welbeck Land to discuss and try to influence the development plans. Discussions continue and include the strategic green gaps in terms of size/allowable content, the location of the proposed Traveller Site(s) and local infrastructure issues. The revised Worcester South Urban Extension plan was reviewed (available on the SWDP website). It is considered likely that, despite significant pressure, the area between Brockhill and the A4440 will be developed with a mix of residential and commercial/employment. It is also disappointing that land to the south of the Brockhill development, despite being allocated as a significant gap, is likely to include sports pitches and up to 40 houses. This housing figure has been reduced following feedback from the working group and a road proposed to the new main development from Broomhall has been removed from the plans.

A meeting has been held to gather information regarding management of open spaces and some facilities with the proposed new development, by a Community Development Trust (information previously circulated to Councillors) and it was agreed to gather further details and engage in these discussions. It was also agreed for the working group to continue to engage with Wychavon

DC/SWDP Team/Welbeck Land to support the Parish Council aims regarding the SWDP and associated development proposals and for the working group to consider the need for a response to the current technical consultation (regarding the process undertaken) and to submit as considered appropriate. It is understood that Welbeck is planning a public meeting towards the end of February.

10. 2013/6 Land adjacent to St. Peters Garden Centre

Feedback was received that a resident within the Parish applied for affordable housing within the Crookbarrow Road development and was advised that they didn't meet the criteria. Cllr. Mrs McGovern agreed to try to establish further details. The Clerk will contact the Wychavon Housing Development Officer to enquire whether all affordable homes (rented and shared ownership) are now allocated and for details of allocations in terms of the local connection.

The Clerk confirmed that the developers are being chased for news regarding the island and pedestrian crossing work, reimbursement of the 2012 Crookbarrow Road grass verge mowing costs/arrangements for 2013 and for the sizes of these verges to allow Wychavon DC to calculate the commuted sum payable to progress adoption of these verges. The Clerk also advised that both Taylor Wimpey and Persimmon has contributed £750 towards the cost of a new replacement notice board on Crookbarrow Road. The Clerk will progress.

11. 2013/7 Woodbury Lane Development Proposals

The Clerk provided an update from the Planning Consultant summarising that Spies Kunststoffe is not proceeding with the proposal at Woodbury Lane due to commercial reasons. It was noted that the planning consultant had highlighted that there are other interested parties in the site and they will be in contact with the Parish Council if a scheme develops.

12. 2013/8 Flooding Issues

a) Proposed Worcs CC Highways flood alleviation work Wadborough Road/Parish Hall area – No further update received or news regarding liaison with Severn Trent water. Cllr. Adams will follow up with Worcs CC to press for progress.

b) Severn Trent Water (STW) Wadborough Road sewerage scheme – Cllr. Turvey provided an update following a meeting with STW and the content of the public question time discussions was considered. The need for Worcs CC and STW to work together for the benefit of both schemes was agreed and has been highlighted to both parties. It was agreed that the Parish Council is supportive of both schemes and it is keen to progress with matters quickly. The Parish Hall car park site was agreed as the preferred site for the pumping station with the access route being tarmacked and the remainder of the car park being laid to a mix of tarmac and gravel to aid drainage. The Clerk will respond to STW along these lines and request results from the site survey and a proposed plan before the next Parish Council meeting for consideration. The site between Coppice Cottage and Courtnellan was agreed to be considered as a 'plan B' site (should the preferred site be unsuitable) but this proposal would be subject to further discussion/negotiation. After discussion, it was agreed not to progress with an outline planning application for development of the 'plan B' site (as an aid to further negotiations regarding site value) at this time.

In view of residents' views and knowledge of this proposal (as evidenced by the public question time discussions), it was proposed by Cllr. Bennett, seconded by Cllr. James and agreed by all to co-opt Mrs Collins, to provide resident's views in respect of the STW pumping station project and to attend Parish Council meetings in the absence of Mr. Reeves. The Clerk will advise Mrs. Collins.

c) The Clerk confirmed that highway flooding has been reported via the Hub. It was noted that the gully needs clearing by Closes Cottages, Hatfield Bank. The Clerk will instruct the Lengthsman.

13. 2013/9 Norton Pre-school

The Clerk advised that an arrangement has now been put in place between the Parish Hall and Pre-school for calculation and payment for Pre-school water usage.

14. 2013/10 Employment Matters

The Clerk confirmed that the statement of employment and associated papers have been issued to the new litter picker.

15. 2013/11 Parish Clerk Contract

The meeting between Cllr. Turvey and the Clerk to discuss any outstanding points had to be cancelled and a new date will be arranged as soon as possible.

16. 2013/12 Parish Hall Recreation Facilities

The Clerk advised that consultations have been undertaken with Pre-school, toddlers and NJK CE First School pupils and other group consultations are planned shortly. It was suggested that it may be an option to employ a specialist in this field to progress the consultations, funding applications and to provide assistance on planning matters to enable the project to progress more quickly. The Clerk will agenda for consideration at the next Parish Council meeting. It was noted that the safety surface around the play area has become very muddy and slippery and that the handyman is endeavouring to maintain the safety of the area.

17. 2013/13 Parish Hall Car Park/Grounds/Outside Space

a) Following discussions with the Wychavon Dog Warden, the Clerk advised that even if authorisation was given for patrol of the Parish Hall grounds, they would have no jurisdiction to act. The suggestions provided by the Dog Warden were considered and it was agreed for laminated signs to be displayed around the Hall advising that the grounds may become a dog free zone in future if dogs continue to be allowed off leads and to foul the area. The Clerk will liaise with Cllr. Bennett and the Hall Manager.

It was noted that following development of the field adjacent to the Garden Centre, Brockhill Lane is experiencing problems with dog fouling. It was agreed for the Clerk to investigate costs for a dog waste bin along Brockhill Lane and also along Regiment Close.

b) The Clerk advised that the Hall Manager is arranging for improved car park lighting.

c) To consider car park tarmacking further in due course in light of the Severn Trent Water pumping station proposals at the Parish Hall car park.

18. 2013/14 Parish Hall

a), b) and c) Cllr. Dawson (Parish Council Hall Management Committee (HMC) representative and Charity Trustee) provided an update following the last HMC meeting. Storage is becoming an issue and the possibility of another container or prefab garages being allowed on the Parish Hall car park was highlighted. An energy survey has been completed and funding opportunities to improve the efficiency of the Hall and reduce running costs are being sought. The main hall floor will be replaced shortly at a cost of c. £9k and a contribution was sought from the Parish Council.

In terms of additional storage, the Clerk advised that Pre-school may have some spare space in their container that could be used by the Parish Hall. Installation of another container or prefab garages on the car park was not initially considered appropriate, but in view of the need for the Hall to remain viable and that some booking enquiries include a request for storage, this matter will be considered further at the February Parish Council meeting.

The Clerk confirmed that the New Homes Bonus funds of £1,228 have now been received and that these were applied for as a contribution towards the cost of replacing the main hall floor. It was agreed that upon completion of the work and a copy of the invoice, £1,228 will be paid to the

Parish Hall. The Clerk will clarify with the Charity Trustees/HMC whether the hall flooring is the priority for the 'up to £5,000' capital project funding previously agreed or whether there are other items that require funding with the remaining up to £3,772.

The Clerk advised that the draft HMC terms of reference are being finalised and will be circulated to Parish Councillors for review and comments.

d) The existing insurer has provided a breakdown of building and contents insurance however the public liability etc. elements have not been split out. The HMC/Charity Trustees will obtain another quote nearer to the renewal date in August to allow the Parish Council to give further consideration to providing a contribution towards the building insurance premium.

e) No further news.

19. 2013/15 New Homes Bonus (NHB) 2011/12

The allocation now available was considered and it was agreed for the Clerk to contact Wychavon DC to enquire whether it is possible to claim for the future years bonuses now. Use of the NHB was suggested for the proposed new play/recreation facilities at the Parish Hall. The Clerk advised that a NHB event is being held at Wychavon DC on 27th February at 6pm when further details about the scheme and the application process will be available. Attendees are required to be advised to Wychavon by 17th February.

20. 2013/16 Allotments

Feedback received from tenants as part of the annual billing process was considered. Whilst dog fouling isn't seen as a problem for some tenants, for others it is a major issue. Whilst accepting that fencing along the public right of way may result in increased footpath maintenance costs, it was suggested that the benefits would outweigh these costs. Installation of a fence between the public right of way and the allotments was proposed by Cllr. Bennett, seconded by Cllr. James and carried following a vote of 4 in favour, 1 against and with 1 abstention. The Clerk will revisit earlier quotes and request inclusion of a pedestrian gate in addition to a field gate. Gates will remain locked although consideration will be given to tenants holding a key for access.

21. 2013/17 Grass Bank Salamanca Drive

The Clerk provided a quote from the District Valuer to value the area of land which includes the grass bank along Salamanca Drive. As proposed by Cllr. James, seconded by Cllr. Bennett and agreed by all, the Clerk will instruct the District Valuer, at a cost of up to £600 plus VAT, to include consideration of the impact of the land covenants on the valuation. This will be financed from reserves if necessary. Cllr. Adams confirmed that he continues to chase the Fire Safety Officer for his report on this site.

22. 2013/18 Church Lane Parking

The Clerk reported that the Police have again visited the Livery Yard and notices about parking have been displayed. Mr. Smith continues to encourage use of the yard car park. The Police have requested monitoring of the situation for a couple of months following display of the notices, before consideration is given to installation of Police no parking cones outside the yard. Feedback received highlights that parking outside the yard continues to cause safety concerns to drivers. The Police have suggested that the Parish Council may need to consider requesting installation of parking restrictions as at present, unless cars park on the pavements, or too close to the junction with Wadborough Road, there is nothing for the Police to enforce. A suggestion was also made for those parking on Church Lane to park below the entrance to the yard to allow more space around the Wadborough Road junction. Cllr. Bennett will discuss use of the Highways verge for parking with the residents of the property whose drive is opposite the livery yard.

23. 2013/19 Faster Broadband

The Clerk reported on correspondence received from the resident interested in assisting with grass

roots activities in the Parish to support/progress faster broadband. Cllr. Adams advised that there is a Wychavon Officer involved in such Broadband activities who may be able to assist. The Clerk will liaise with Cllr. Adams to arrange a meeting to discuss the current situation and future plans. The Clerk will also update and invite the interested resident.

24. 2013/20 Parish Council Logo

The revised sample designs were considered and the Clerk advised that this work can be done as a local sponsorship. The logo including a representation of The Barracks was agreed for further development. The Clerk will liaise with the designers to progress.

25. 2013/21 Parish Council Newsletter

a) The Clerk advised that an alternative quote had been received for newsletter printing. This quote was considered along with that from the existing printer. It was agreed to retain the existing printer as proposed by Cllr. Bennett and seconded by Cllr. Richmond. The Clerk will advise.

b) Inclusion of a 'Wanted/Items for Sale' page in the newsletter was agreed. This will be a single page, only available to parishioners on a first come first served basis, free of charge for a limited size advert. Adverts will be included at the discretion of the Clerk and Cllr. Mrs McGovern.

26. 2013/22 Vehicle Dealership Advertising

It was agreed for cars parked within the Parish as advertising for a dealership to be reported via the Worcestershire hub. Cllr. Adams added that this is a matter that Worcs CC is currently reviewing.

27. 2013/23 Insurance Claim – Car Park Gate Incident

The Clerk read out the case closed letter from Zurich Insurance, with no payment having been made. The Clerk advised that despite the mechanism to secure the gates when open, there have been occasions when this hasn't been used. It was agreed for the Clerk to purchase 2 padlocks to lock the gates open and to provide a spare key to the Hall Manager in case of need.

28. 2013/24 Bus Shelter Crookbarrow Road

The Clerk provided feedback received that the Crookbarrow Road bus shelter roofs leak and that parishioners would welcome a side panel as protection from the weather. It was agreed for the Clerk to obtain quotes for roof repairs and suggestions for side panels. Concerns were noted in respect of adapting the existing shelters.

29. 2013/25 Worcs CC Consultation

It was agreed that no response was required to the initial consultation: (District of Wychavon – Non-urban Areas) (Civil Enforcement Area) (Waiting Restrictions and Street Parking Places) Consolidation Order 2001 (Variation No. 1) Order 2013 relating to an exemption to vehicles used for the purposes of Wedding and Funeral services.

30. 2013/26 Finance

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

Accounts for Confirmation:

Creditor	Detail	Amount £
Shear Perfection Ltd	Supply of stone and filling of potholes in Parish Hall car park (£750) plus cutting of allotment hedge opposite the Parish Hall (£432) + VAT	1,418.40
Duplikate	Winter newsletter and 'SWDP' flier net of advertising revenue	541.26
Day-2-Day Garden Services	Planting of tubs on the Parish Hall patio	124.57
Royal British	Donation in respect of poppy wreath supplied for	

Legion	Remembrance Sunday	50.00
R. Pullen	Nov/Dec 2012 – play area inspections and maintenance work (6.5 hrs), mileage and pay in lieu of holiday (Gross)	52.98
Mrs J. Greenway	Honorarium December 2012 (gross figure reported)	647.46
Mrs J. Greenway	Expenses December 2012	75.04
Severn Trent Water	Allotments water bill (June – December 2012)	67.74
HMRC	Quarterly payment (tax collected £80.40 and Employers NI £1.09)	81.49
TOTAL		3,058.94

Accounts for Payment:

Creditor	Detail	Amount £
S. Noon	Winner of newsletter number puzzle	10.00
Mrs L. Bilboe	Runner up newsletter number puzzle	5.00
Mrs C. McGovern	Refreshments for Norton Theatre Group after panto party	34.17
The Helping Hand Company	2 adult litter picker kits	54.00
R. Pullen	Dec/Jan 2012 – play area inspections and maintenance work (1.5 hrs), mileage and pay in lieu of holiday (Gross)	15.13
Mrs J. Greenway	Honorarium January 2013 (gross figure reported)	623.42
Mrs J. Greenway	Expenses January 2013	56.20
Fleet (Line Markers) Ltd	2 bags of line marker	13.15
The Information Commissioner	Data Protection Act 1998 – Data Controller Registration renewal	35.00
Zurich Municipal Insurance	Annual insurance premium	2,801.23
TOTAL		3,647.30
GRAND TOTAL		6,706.24

b) Renewal of the Society of Local Council Clerks membership at a cost of £127 was proposed by Cllr. James, seconded by Cllr. Bennett and agreed by all. The Clerk will arrange.

31. 2013/27 Correspondence for Information

See Appendix 1 for a list of correspondence received.

32. 2013/28 Clerk's Report on Urgent Decisions since the Last Meeting

As discussed during the meeting.

33. 2013/29 Items for Update to Local M.P.

Nothing at this time.

34. 2013/30 Councillors' Reports and Items for Future Agenda

Cllr. Mrs McGovern asked for newsletter items by 18th February.

35. 2013/31 Annual Parish Meeting

It was agreed that a Friday evening is not an ideal date. The Clerk will discuss the possibility of using the Hall on another evening with the Hall Manager.

36. 2013/32 Date of Next Meeting: Thursday 28th February 2013

The meeting closed at 10.30pm.

Correspondence Received for 31st January 2013 Parish Council Meeting	
Sender	Subject
Allotment Officers' Forum	December meeting notes
CALC	Updates on various matters and training, including 2013/14 budget and precept, Councillor Code of Conduct/interests/dispensations, Lengthsman Scheme, Street lighting scrutiny report, SWDP, HMRC payroll real time reporting, Wychavon Area meeting notes, West Mercia Police & Crime Commissioner info, news from NALC and new Legal Topic Notes (forwarded to Parish Councillors for information)
Clerks & Councils Direct	Magazine Jan 2013
Community First	Community based oil buying scheme (forwarded to Mr Reeves who runs the Norton Heating Oil Club for info), Funding Bulletin (copy to PHMC)
CPRE	Campaigns updates/actions (forwarded to Parish Councillors for information). Fieldwork magazine Winter 2012
Diane Malley	Payroll services
Glasdon	Product information
Go Shelters Ltd	Supply of various types of shelter (e.g. bus shelters)
Gregory Gray Associates	Spies Kunststoffe proposed development, Woodbury Lane, Norton – due to commercial reason, no longer able to proceed with the proposal at this site
Harriet Baldwin MP	Notice for parish notice boards
Iain Selkirk	Internal audit for 2012/13
Ivan Carter Gas	Newsletter advertising enquiry
Malvern Hills DC	Land off Norton Rd (field adj. to Little Treasures). Clearance of waste building materials and debris has progressed sufficiently for the District Council not to proceed with formal enforcement and recommending closure of the enforcement file.
MP Consultancy Services	Community Development Trust linked to South Worcester proposed developments
Mr Taylor	SWDP consultation – ensuring the Parish Council has been notified
Mr. Goode	Norton Fun Run – route and road closures to minimise impact upon Church/car park
NALC	Local Council Review magazine Winter 2012, Local Council Review online
National Trust	Croome Park newsletter item
Norton Community Games Group	Norton Fun Run flier – Sunday 14 th July 11am. Flier to be published in the Parish Council newsletter and is on the Parish Council online events calendar
Now Print Ltd	Parish Council newsletter printing
Open Spaces Society	Growth and Infrastructure Bill and the threat to village greens
Parish Hall Manager	Car park lighting has been improved and funded by the Parish Hall
Pershore High School	December newsletter
Playsafety Ltd	Reminder that RoSPA play area inspection will be undertaken during March 2013
Police & Crime Commissioner	Introduction/outline of role, consultation on Draft Police & Crime Plan & Precept Options (views by 28 th Jan) (forwarded to Parish Councillors for information)
Rev Sloggett	Parish Fun Run proposed road closures and impact upon use of the Church car park
Rural Services Network	Rural News Digests and Rural Opportunities Bulletin (forwarded to Parish Councillors for information)
Soc. Local Council Clerks	Membership renewal. The Clerk magazine Jan 2013
St. Richard's Hospice	Worcestershire Women of the Year 2013(forwarded to Parish Councillors for information), Heartbeat magazine Spring 2013 plus raffle tickets
SWDP Team	Draft submission document consultation – test of soundness and legal compliance. Deadline for comments: 5pm, 22 nd February 2013
Taylor Wimpey and Persimmon Homes	Provision of funding towards the cost of a new notice board in Crookbarrow Road
Valuation Office Agency	Request for Information re Pre-school building. Spoken to VOA and for occupiers to complete. VOA to send form to Pre-school for completion.
Welbeck Land	South Worcester development
West Mercia Police	Crime reports, warnings (forwarded to Parish Councillors for information). Parking outside school and livery yard in Church Lane.
Worcs CC	Initial consultation: (District of Wychavon – Non-urban Areas)(Civil Enforcement

	Area) (Waiting Restrictions and Street Parking Places) Consolidation Order 2001 (Variation No. 1) Order 2013. Responses by 19 th February.
Worcs CC	Invitation to Budget Consultation Briefing 21 st January (forwarded to Parish Councillors for information)
Worcs CC	Minerals and Waste Planning – annual monitoring report
Worcs CC Planning	Approval notice: 12/000042/CM – Severn Trent Water (proposed new pumping station required in connection with the first time sewerage project along Wadborough Road, on land between nos 97 and 99 Wadborough Rd, Littleworth)
Worcs CC Planning	Approval notice: 12/000066/REG3 – NJK CE First School (New hall and 2 classroom extension to replace temporary double mobile)
Wychavon DC	2013 Community Grants Scheme (forwarded to Parish Councillors and Parish Hall for information)
Wychavon DC	2013/14 precepts and finalising funding requirement
Wychavon DC	Applications for current New Homes Bonus (estimated at c. £11,000) and New Homes Bonus event – 27 th February 6-8.15pm Civic Centre Pershore (advise of attendees by 17 th Feb)
Wychavon DC	Final version of the Village Facilities and Rural Transport Survey
Wychavon DC	New Homes Bonus (£1,228) - confirmation of allocation towards the cost of replacing the worn flooring in the main hall at Norton Parish Hall
Wychavon DC	Refuse/Recycling and Garden Waste Services following snow disruption (forwarded to Parish Councillors for information)
Wychavon DC (Drainage)	Flood alleviation work – Cooksholme Meadow SSSI field. Confirmation that no further work is considered necessary at this time.
Wychavon DC (Drainage)	Retirement of Ray Grundy, Land Drainage Inspector and appointment of Gary Beatson
Wychavon DC (Housing Officer)	Update on allocations of affordable housing on Crookbarrow Road development
Wychavon DC (Planning)	Approval Notice: 16 Gallipoli Drive – proposed single storey rear extension
Wychavon Oil Engine and Preservation Society	Advertising event on 24 th March on the Parish Council website events calendar page
Zurich Insurance	2013 insurance renewal and online building valuation tool. Car park gate incident/claim – file closed with no payments having been made.

Public Question Time Discussions

Eight local residents attended in connection with the Severn Trent Water (STW) first time sewerage proposal.

As a representative of the local residents, Mrs Collins provided background information to the Parish Council and concerns were highlighted as summarised below:

- The formal application for this scheme was submitted to STW on 14th April 2008.
- In the almost 5 years since, huge efforts have been made to progress the scheme and residents don't want this to fail.
- There is a time limit of 2015 after which the scheme may expire.
- A statement was read out and a copy provided to the Parish Council (supported by local residents) outlining concerns about delays in the scheme progressing, due to commercial terms for the sale of land to STW not being agreed, a change of proposed/preferred site and the potential for the site to be developed for housing.
- The site between Coppice Cottage and Courtnellan is not considered appropriate for housing due to flooding and parking issues plus the current lack of mains sewerage.
- The sale price of the site should not be the determining factor; the huge benefits of the scheme to local residents must also be factored into discussions.
- The STW scheme needs to progress in conjunction with the proposed Worcs CC flood alleviation scheme as both are vitally important to residents. It is important to ensure that one will not preclude the other. If the STW proposal on the Parish Hall car park will preclude the Worcs CC scheme, then this should also be factored in to the Parish Council considerations.
- There appears a lack of information and progress from Worcs CC.
- The change of site to the Parish Hall car park will result in further delays due to another planning application needing to be submitted by STW and further site feasibility studies being undertaken.
- Background to ownership of the land owned by the Parish Council.
- A request was made for Mrs Collins (or one of the other residents) to be co-opted to provide resident's views in respect of the STW pumping station project and to attend Parish Council meetings in the absence of Mr. Reeves.

Cllr. Turvey responded on behalf of the Parish Council as summarised below:

- The Parish Council has no intention at the present time to sell the land between Coppice Cottage and Courtnellan for housing development. The site is not included within the SWDP and is outside the current development boundary.
- The Parish Council very much supports the STW scheme in principle and is keen for this to progress as quickly as possible.
- The land between Coppice Cottage and Courtnellan is a valuable asset to the Parish Council and assets need to be managed for future Parish Councils. It may be that this site could be considered for inclusion in a future development plan by a future Parish Council e.g. in 20 years time. The Parish Council has a responsibility to manage assets and to sell these at the best consideration. A land agent has been appointed to assist with this process.
- A positive meeting has been held with STW and the site in the corner of the Parish Hall car park is being considered by STW.
- The best long term solution is being sought for all parties and it is believed that the Parish Hall car park site can deliver this. The site between Coppice Cottage and Courtnellan is still available for consideration as a 'plan B', albeit in need of further discussions/negotiations.

- The Parish Council first met with STW c. 18 months ago following a tentative enquiry about the scheme and potential sites.
- STW were exploring both sites from an engineering perspective and submitted their planning application before the site was secured and whilst discussions were continuing about the location.
- The Parish Council is endeavouring to get STW and Worcs CC working together. STW has indicated that if they wish to progress sooner than Worcs CC, they will ensure that their scheme will not preclude the Worcs CC flood alleviation scheme.
- Comments and points raised will be considered during the Parish Council meeting.

Cllr. Adams arrived at 8.05pm and agreed to follow up matters with Worcs CC to press for progress with their flood alleviation scheme and for liaison with STW to ensure the compatibility of both schemes. Cllr. Adams confirmed that he has been advised that the budget has been allocated for this Worcs CC project.

Mr Lucas also attended the public question time to highlight that storage is becoming an issue at the Parish Hall, with new users wanting the Hall to accommodate storage for them. The panto has assisted by reducing their storage needs. The Trustees/Hall Management Committee have considered various options for future storage and Mr. Lucas will put details in writing to the Parish Council for review and consideration.

Parishioners were thanked for attending the public question time session, for highlighting their concerns and for providing additional information to the Parish Council.

Public question time ended at 8.15pm.