

**MINUTES OF THE MEETING OF THE  
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON  
THE 18<sup>TH</sup> JULY 2013 AT NORTON PARISH HALL, LITTLEWORTH**

See Appendix 2 for public question time discussions.

**1. Apologies for Absence:** C. Dawson, D. James, Mrs. C. McGovern (late arrival), A. Bennett (early departure). These apologies were accepted and approved.

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

**2. Changes to Membership**

No applications for the Parish Councillor vacancy have been received. A 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. The Clerk has issued a reminder to members.

b) and c) None.

d) Previous dispensations granted were noted.

**4. Minutes of the Parish Council Meeting Held on 27<sup>th</sup> June 2013**

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

**5. 2013/159 Reports**

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

Cllr. Adams advised that a 6 month trial period has been agreed for Parish and Town Councils to have a 3 minute dedicated slot at Planning Committee meetings. The provision of hard copies of applications was not discussed at the full Council meeting but Cllr. Adams supports continued provision of these for larger applications. County will be working with BT to provide faster broadband across Worcestershire. The vehicle activated sign will be passed to the Clerk to arrange for approval of installation sites with Highways and for installation by the Lengthsman. The lack of a replacement for the Highways Officer covering our area was agreed as disappointing. The Clerk will highlight this to County Highways. The nature of the resurfacing work to Church Lane is not as expected, with patching rather than a full resurface. The Clerk will enquire whether further work is planned.

**b) Planning**

(i) Cllr. Turvey summarised the following current applications:

Approvals

**Newlands Farm, Church Lane** Repair and redecoration of the render to the rear elevation. Parish support.  
**Ref: W/13/01056**

Refusals - None

Awaiting Decision

**Regimental HQ, Crookbarrow Road. Ref: W/13/00858** Erection of 10 no. affordable dwellings comprising of a mixture of 1 and 2 bedroom flats and 3 bedroom houses. Parish does not support in the current format.

**Norton Parish Hall** Severn Trent Water proposed new sewage pumping station required in connection with the first time sewerage. Parish supports subject to neighbours' views being fully considered.  
**Worcs CC Ref: 13/000028/CM**

### Internal Consultation

**Land to the south of the City  
Of Worcester, Bath Road.  
Ref: W/13/00565/OUT**

Outline planning application, including approval of access (appearance, landscape, layout and scale reserved) for a mixed-use development with local centre to the south of Worcester.

**Woodhall, Pershore Road,  
High Park. Ref: W/13/01169**

Renovation and extension of existing dwelling to include part conversion of adjoining redundant agricultural building along with the demolition of existing steel framed agricultural structures.

Other - None

(ii) SMH Fleet Holdings – Cllr. Turvey outlined the situation regarding the confusion that appears to have arisen due to 2 different dated versions of the same plan number. A response was agreed to include comment that the October 2008 version of the plan is the latest one posted on the Wychavon website for the 2008 planning application. This is also the version submitted with the Parish Council request for the planning condition for the 2012 application and is the plan submitted to the Planning Committee as the basis for decision. The Clerk will submit the drafted response to Wychavon DC.

#### **c) Allotments**

The Clerk advised that vacant plots are being let, tenants have been contacted where plots are not being fully worked and a meeting has been arranged to discuss the fencing plans on 25<sup>th</sup> July. There has been an incident of fly tipping over the hedge by the main allotments entrance and this has been cleared by the litter picker. Also see agenda item 15.

#### **d) Playing Fields**

The Clerk advised that the pitches are being well booked for use during the summer, mainly for pre-season friendlies/training sessions. Also see agenda items 12, 13 and 14.

#### **e) Public Rights of Way**

It was agreed by all for the Clerk to arrange a second cut to the public rights of way and entrances at a cost of up to £350.

#### **f) Finance**

(i) The current account balance was £7,569.69 on 4<sup>th</sup> July with the deposit account balance at £77,925.61 on 1<sup>st</sup> July. To date there is no S.137 spend for the 2013/14 financial year.

(ii) There were no questions relating to the monthly accounts to 30<sup>th</sup> June (previously circulated). The Clerk will arrange a quarterly financial review with Cllr. Mrs Hewison.

#### **g) West Mercia Police**

CSO Allchurch was unable to attend, but provided a summary of crimes within the Parish since 1<sup>st</sup> June. The issue of speeding along Talavera Road, Norton has been raised with the Safer Roads Partnership but, due to the nature of the road, CSO Allchurch has been requested to undertake speed checks to establish the extent of the problem. CSO Allchurch will provide an update to the Parish Council once sufficient data is available.

#### **h) Parish Plan**

No further news to report.

#### **i) EnviroSort**

The Clerk advised that the EnviroSort Manager has responded promptly to issues raised and has confirmed that closer attention will be given to clearing out and covering wagons to help to reduce spillage of litter and glass. The increased frequency of such problems has been noted and they are investigating the reasons for this, so that they can be reduced. Cllr. Adams highlighted that a resident of Woodbury Park has reported increased noise from the facility, which appears to be due

to doors not being shut during operations. The resident has reported this to EnviroSort. Cllr. Bennett will follow up and arrange a date for the next Liaison Group meeting.

Cllr. Mrs McGovern arrived at 8.15pm.

#### **6. 2013/160 Proposed Development of the old Regiment HQ Site**

Cllr. Fincher provided an update following the meeting on 10<sup>th</sup> July with representatives from Wychavon DC, the Parish Council, Rooftop Housing and local residents. The land is still owned by the MoD and will be sold to Wychavon DC and then to Rooftop Housing in one transaction. Wychavon has agreed that due to the nature of the application, pre-application consultations should have been undertaken in line with their Statement of Community Involvement and an apology has been provided for this omission. The proposed number of 10 dwellings is explained as the minimum number that will make the site viable for the proposed use. The project is time sensitive as Rooftop and Wychavon funding for this proposed development, which includes Government grants, must be used in this financial year. It appears that Rooftop is the sole housing association involved in this project and is the major funder of the land purchase. Cllr. Fincher advised that the possibility of a Service linked charity purchasing the site has been explored but without success.

A letter has been received from Mr Hegarty, Managing Director Wychavon DC and has been circulated to Parish Councillors for information. This apologises for the lack of consultation and reaffirms their commitment to service/ex-service personnel.

Following the meeting, Rooftop will be providing a note to accompany the planning application to correct some application details and to outline their commitment to servicemen/ex-servicemen. Wychavon DC will write to all neighbouring residents, as some appear not to have received notification of this planning application. Wychavon has agreed to undertake light assessments from neighbouring property gardens and to review the height of the proposed dwellings. Plans for protection of the historically significant willow tree will be more clearly explained and the Parish Council has requested the opportunity to comment upon the proposed render for the properties. Cllr. Adams advised that he understands that amendments to the application are imminent and should be available on the Wychavon website very shortly. It was agreed to review the amendments and then consider arranging a meeting with Rooftop Housing, with Cllrs Fincher, Turvey, Richmond and Bennett offering to attend subject to availability. With the prior agreement of Wychavon DC, the letter received from Mr Hegarty will be circulated to neighbouring residents by Cllr. Fincher, along with an update on progress following the meeting.

The allocation ladder for these properties was discussed at the meeting on 10<sup>th</sup> July, including use of a wider geographic area for applicants, to ensure that the properties are allocated to those intended i.e. servicemen/disabled ex-servicemen. It was agreed that national scope would be acceptable based on a local allocation initially. These properties should not become part of the general affordable housing allocation.

It was proposed by Cllr. Richmond, seconded by Cllr. Turvey and agreed by all for Cllr. Fincher to be a Parish Council representative on the group that will decide upon the allocation hierarchy, to include national allocation if necessary. It was also agreed for the Parish Council to request inclusion in the process to 'vet' the allocation of properties to specific residents. The Clerk will write to Wychavon DC.

The application is likely to be considered at the Wychavon Planning Committee meeting on 15<sup>th</sup> August. It was agreed that a representative should speak on behalf of the Parish Council and this will need to be coordinated with the local residents.

#### **7. 2013/161 South Worcestershire Development Plan (SWDP)**

Cllr. Fincher provided an update on the SWDP and associated matters/planning applications. A flier has been circulated to residents highlighting the Welbeck outline planning application and

how comments can be submitted. A meeting has been held with representatives of Kempsey Parish Council and notes from this will be circulated to councillors as soon as possible. Points of common ground were noted. It was agreed for the Clerk to request an extension in the deadline for comments on this application to 31<sup>st</sup> July. Cllrs Turvey and Fincher will draft a response to the Welbeck planning application which will include the areas where this does not comply with the SWDP. This will be circulated to Parish Councillors by email for comment/approval.

Cllr. Turvey provided an update following the recent public consultation event regarding a proposal to site a supermarket on land adjacent to The Ketch island and associated highway improvements. It has been highlighted to the developers that they need to work together, considering the overall picture and the benefit of the community, rather than in isolation. Concern was expressed that as there appear no plans to dual the road across the bridge to Powick, the area around The Ketch island will continue to act as a bottleneck, which will be worsened due to the additional traffic being attracted to the area. It was agreed for Cllr. Turvey to draft a letter (for agreement by the SWDP working group members) to Wychavon DC, Malvern Hills DC and Worcester City Council highlighting concerns, areas of discrepancy with the SWDP and the need to consider the proposals as a whole.

It was suggested that the Welbeck outline application may not be determined until the Inspector has reported on the SWDP. It was agreed for the Parish Council to request a slot to speak with the Inspector reviewing the SWDP.

There is no further news regarding the Community Trust proposals for the Welbeck development. The Clerk provided an update on the Asset of Community Value nomination relating to the Worcester Norton Sports Club site and advised that Wychavon DC has deferred this nomination for consideration at its Panel meeting on 16<sup>th</sup> September, with a decision by the end of September. The Parish Council is keen to retain this area as open space and is exploring options in this respect.

#### **8. 2013/162 Land adjacent to St. Peters Garden Centre**

The Clerk advised that there has been no further news from the developers or Worcs CC regarding the roundabout/pedestrian crossing or adoption matters. It was agreed for the Clerk to contact Worcs CC for an update and for Cllr. Turvey to try to make contact with the developers. The Clerk advised that a holding response has been received from the Wychavon Enforcement Officer regarding the breach in the planning condition, with a full reply to follow. Despite chasing the developers there is also no news on when the play area will be installed and open for use.

Cllr. Adams advised that in response to a request from parents, he is investigating the possibility of a lollipop person assisting children crossing Crookbarrow Road for the school buses, pending installation of the pedestrian crossing.

#### **9. 2013/163 Neighbourhood Area Designation Consultations**

It was agreed not to submit a response to Wychavon DC regarding the Whittington proposals.

#### **10. 2013/164 Flooding Issues**

**a)** Proposed Worcs CC Highways flood alleviation work Wadborough Road/Parish Hall area – The Clerk advised that this work is now planned to coincide with the Severn Trent project, with completion during the period September to December 2013.

**b)** Severn Trent Water (STW) Wadborough Road sewerage scheme – The Wychavon DC objection to this proposal was noted and it was agreed for Cllr. Turvey to contact the Wychavon Planning Officer to discuss the objection points (which mainly relate to the impact upon the pedestrian access and the nature of the concrete access road to the pumping station) and to provide further details regarding the proposals to allay the concerns raised. No other objections appear to have been submitted to Worcs CC. As this project is likely to need Parish Council attention prior to the meeting scheduled in September, it was agreed to hold an additional Parish Council meeting

during August, with a suggested date of 14<sup>th</sup> August. The Clerk will confirm.

By way of update, the Clerk advised that the Land Registry statutory declaration is progressing although a better plan of the site is needed to support the application for registration. The Clerk will explore this with a recommended land surveyor. The Land Registry application will need to be supported by an indemnity in favour of STW and the Clerk is making enquiries of STW to establish the required value of this indemnity (which the Parish Council solicitor can arrange). The timescale for land registration is dependent on the Land Registry process and in the event that this cannot be finalised before completion of the sale of the land, STW has indicated that it should be acceptable to proceed on the basis of a certified copy of the Land Registry application plus the indemnity policy.

Despite chasing STW, the draft Heads of Terms, schedule of works and contractor details for the proposed tarmacking work are still awaited. The 3 month notice has been received which expires at the beginning of October. There is no further news on bus service provision during the duration of the proposed road closure, although it is understood that provision of mini-buses is being considered. The Clerk will monitor for further news.

Cllr. Bennett gave his apologies and left the meeting at 9.30pm.

#### **11. 2013/165 Employment Matters**

Following discussion, satisfactory completion of the 6 month probationary period for the litter picker was proposed by Cllr. Fincher, seconded by Cllr. Richmond and agreed by all. The Clerk will notify the litter picker.

#### **12. 2013/166 Parish Hall Recreation Facilities**

The Clerk provided an update following discussions with Jem Teal, Wychavon Community Development Manager, including project management advice, suggested project process, regulation compliance, consultations, funding opportunities and approved/recommended suppliers. It was agreed to invite the Community Development Manager to a meeting with representatives of the Parish Council and the working group, to discuss the project in more detail and to develop a clearer project plan, to help in progressing this project more quickly. Cllr. Richmond offered his involvement, subject to availability; Cllr. Dawson has also previously offered assistance. The Clerk will arrange a meeting to take place after the proposed visit to review the facilities at Crophorne Parish Hall.

#### **13. 2013/167 Parish Hall Car Park/Grounds/Outside Space**

a) Car park tarmacking proposal: The Clerk continues to chase STW for their contractor details. During a meeting to discuss pipe laying to connect the Hall to the new mains sewer, car park resurfacing was discussed with the contractor. Suggestions included resurfacing with standard tarmac plus bespoke land drains or semi-porous tarmac, which would remove the need for additional land drains, but would have a reduced lifespan of c. 8/10 years. Kerbing options will also need to be considered. The Clerk is in the process of obtaining a plan of the proposed pumping station and access road, to include dimensions, so that the area required for resurfacing can be calculated and a quote provided. Use of plastic 'grass' matting was not recommended by the contractor, with this being more suited for occasional rather than regular use.

b) It was agreed to consider the need for 2 football pitches at a future date due to time constraints within the meeting and the non-urgent nature of this item. The Clerk will agenda for a future meeting.

#### **14. 2013/168 Parish Hall**

a) See items below.

b) Septic tank drainage issues: Following the Parish Council agreement for the Hall Manager to arrange for the septic tank to be emptied as often as needed, with the cost borne by the Parish Council, there has been no need to empty the tank. This is being reviewed by the Hall Manager on

a regular basis, particularly before any large events. In view of concerns regarding the soakaway being blocked/silted up, this has been jetted at a cost of £120 plus VAT. It is hoped that this will improve the flow, so reducing the frequency of problems and tide the situation over until connection to the new mains sewer. Should a new soakaway be required, costs are likely in the region of £1,000.

c) Mains sewerage system connections Parish Hall and Pre-school: Cllr. Fincher and the Clerk have met with the recommended contractor that provided an estimate of costs, to discuss the project in more detail and to obtain firm quotes. The Parish Hall and Pre-school will obtain quotes from the STW contractors for comparison purposes. The Clerk has requested a plan from STW which identifies the precise location of the boundary connection point and whether a man hole is required on the Parish Hall side of the connection. The contractor has suggested a different lay out for the pipe work, due to the location of the output pipes from the Hall, which may result in increased costs for the connection to the site occupied by Pre-school. The quote will separately identify the costs for the Parish Hall connection and that for the Pre-school site. Whilst planning permission is not required for this work (as confirmed by Wychavon Planning), building regulations will be necessary and it was agreed for the Clerk to apply for these in due course, at a cost of £221. The contractor has advised that if instructed he would liaise with the building inspectors during the period of works.

d) Protective matting to enable car parking on the playing field: The Trustees are exploring ideas and costs for a protective cover to be laid on an area of the playing field to create an overflow parking area during the duration of the Severn Trent works. Concerns were expressed in terms of damage to the field and cars potentially being damaged by balls from football matches on the field. The suggestion was also made that Mr Smith, who rents a field close to the Hall from the Parish Council, may be agreeable to letting hirers of the Hall use part of this for parking. It was agreed for the Hall Trustees to explore ideas for consideration by the Parish Council.

e) Parish Hall insurance: Following discussions and a review of insurance quotes, it was proposed by Cllr. Mrs Hewison, seconded by Cllr. Richmond and agreed by all for the Parish Council to make a contribution of 50% of the cost of the buildings element of the insurance at the renewal in August 2013. Based on quotes received, this 50% share will be in the region of £800 and will be funded from Parish Council reserves. It was noted that under the Lease and Trust Deed responsibility to arrange and pay for insurance for the Hall lies with the lessee i.e. the Parish Hall Trustees, but on this occasion it was agreed for the Parish Council to contribute to the buildings insurance as the freeholder. The Clerk will advise Mrs Harris, Chair of the Hall Trustees.

f) Community event at the Parish Hall 24<sup>th</sup> August: After discussion, it was agreed for the playing field to be hired free of charge for this community event, which is being arranged by Littleworth residents and will also include booking of the Hall facilities. A £150 contribution to support this event was proposed by Cllr. Fincher, seconded by Cllr. Mrs Hewison and agreed by all funded from reserves. The Clerk will advise the hirers and highlight that they will be responsible for any damage to the field and that they must ensure adequate insurance is in place for activities such as bouncy castles.

## **15. 2013/169 Allotments**

a) Beehives: It was agreed to adopt the Worcester City Council allotments beehive procedures, as previously circulated. The Clerk will advise the enquirer.

b) The new NALC model tenancy agreement (previously circulated) was agreed for use for new tenants, with the addition that tenants are responsible for maintaining and keeping clear ditches forming part of, or adjacent to, their plot. The Clerk will ensure that the new agreement includes a clause that dogs are not allowed on the allotments.

## **16. 2013/170 Maintenance Work**

a) Churchyard mowing: The Clerk advised that no response has yet been received from Rev. Sloggett regarding maintenance of the additional seeded area. The Clerk highlighted that by arranging and paying for the churchyard mowing, the Parish Council could be deemed to be in part responsible for the churchyard and so incur some liability for this. It was suggested that perhaps in future the Church could arrange the churchyard mowing, with the Parish Council making a

contribution towards this. Concern was expressed that this may lead to the churchyard being less well maintained. It was agreed that the Clerk will advise Rev. Sloggett that whilst the Parish Council arranges the churchyard mowing, it is not in any way responsible for the churchyard and request confirmation that the Church has adequate insurance in place to cover any incidents that may arise in the churchyard. It was agreed that the Parish Council will continue to cover 50% of the costs for the original area of the churchyard to be mowed, but will be seeking full reimbursement of the costs incurred for mowing of the additional area (£40 per cut). The Clerk will advise Rev. Sloggett and will also clarify whether this additional area needs cutting at the same frequency as the rest of the churchyard.

b) Weed spraying procedures: Following information received from Worcs CC relating to HSE requirements, the new weed spraying procedures (previously circulated) were agreed for adoption.  
c) Strimmer: It was agreed for the Clerk to explore repair of the strimmer and if this is not possible, or not considered to be cost effective, quotes for replacement will be obtained for consideration.

#### **17. 2013/171 Highways Matters**

See item 5g above for an update regarding speed management along Talavera Road, Norton.

#### **18. 2013/172 School Transport Post 16**

Cllr. Fincher presented the question relating to school transport post 16 and funding of this, to the meeting of Worcs CC and a response is awaited.

#### **19. 2013/173 Grass Bank Salamanca Drive**

The summary as previously circulated by the Clerk was noted. It was agreed that in view of the covenants attached to the land it would be difficult to justify the cost to purchase the land. The feedback from residents was discussed, along with information from the Wychavon Community Support Officer. It was agreed for the Clerk to write to the land owner to request mowing of the whole area of the grass bank in view of the fire risk and also maintenance of the hedged/wooded area at the top of the bank. The Clerk will update the resident and include this item on future agendas to monitor the situation.

#### **20. 2013/174 Coppice Cottage Boundary**

The Clerk provided an update following a meeting with Mr. Reeves and a chartered surveyor recommended via the Land Registry. After discussion, it was agreed for the Clerk to contact the land surveyor (recommended by the chartered surveyor) to obtain an accurate and detailed plan of the Parish Hall site to support the Land Registry application. Preparation of this plan will include a review of the boundary with Coppice Cottage (as an adjoining piece of land) and provide further insight into the situation. The Clerk will progress and update the owners of Coppice Cottage.

#### **21. 2013/175 Dog Walking Areas**

Suggestions for dog walking/exercising areas were reviewed with further consideration to be given at a future meeting. The Clerk will agenda for the September Parish Council meeting.

#### **22. 2013/176 Youth Club**

Cllr. Fincher and the Clerk provided an update on the possibility of a Youth Club being set up in Littleworth. A slot has been identified at the Parish Hall, but finding volunteers to start/run the Club is proving difficult. Mr. Hodgkins (leader of Norton Youth Club) is continuing to make enquiries to progress this. At the last Community Groups meeting, it was noted that during wet/dark/winter months, space is tight for the numbers wishing to attend the Norton Youth Club and that the Wychavon Youth Bus (which visits once a month) is very popular. A donation to cover the costs of 3 additional visits of the Youth Bus, up to £150, was proposed by Cllr. Mrs Hewison, seconded by Cllr. Fincher and agreed with 3 votes in favour and 2 abstentions.

#### **23. 2013/177 Finance**

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

Accounts for Confirmation: None

Accounts for Payment:

<b>Creditor</b>	<b>Detail</b>	<b>Amount £</b>
Norton Community Games	Event support	300.00
Shear Perfection Ltd	One cut of Brockhill verges (£173) on 28/6, churchyard (£177) plus extra grassed area (£40) on 5/7 plus VAT	468.00
Day-2-Day Garden Services	Planting of patio tubs at the Parish Hall	48.00
New Farm Grounds Maintenance	2 cuts of the playing field (£121) plus one cut of FP20 (£108) plus VAT	274.80
Duplikate	Housing development colour printed fliers	107.50
R. Pullen	June/July 2013: play area inspections and maintenance work (7 hours), mileage and pay in lieu of holiday (Gross)	55.31
M. Abbott	June 2013: Litter picking/parish maintenance (mowing/strimming) 34.5 hrs, mileage, pay in lieu of holiday (Gross)	253.74
Mrs J. Greenway	Honorarium July 2013 (Gross)	1,000.95
Mrs J. Greenway	Expenses July 2013	113.79
C. Pawlowski	Winner summer newsletter number puzzle	10.00
M. Wilkes	Runner up summer newsletter number puzzle	5.00
J. Keville	Refund of allotment refundable deposit	30.00
	<b>TOTAL</b>	<b>2,667.09</b>
	<b>GRAND TOTAL</b>	<b>2,667.09</b>

**24. 2013/178 Correspondence for Information**

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

**25. 2013/179 Clerk's Report on Urgent Decisions since the Last Meeting**

As discussed during the meeting plus maintenance/service of Parish Council mower arranged.

**26. 2013/180 Items for Update to Local M.P.**

Cllr. Turvey has contacted Peter Luff MP for an update following Nick Boles' visit to Wychavon. Cllr. Fincher will provide an update regarding post 16 school transport. Correspondence from Peter Luff relating to traveller accommodation and the planning process was noted.

**27. 2013/181 Councillors' Reports and Items for Future Agenda**

Reports for the autumn edition of the newsletter are required by 18<sup>th</sup> August. The Clerk will chase the quote for the flag pole base and installation.

**28. 2013/182 Dates of Next Meetings:**

Additional Parish Council Meeting: Wednesday 14<sup>th</sup> August (TBC)

September Parish Council Meeting: Thursday 26<sup>th</sup> September

The meeting closed at 10.50pm.

<b>Correspondence Received for 18<sup>th</sup> July 2013 Parish Council Meeting</b>	
<b>Sender</b>	<b>Subject</b>
CALC	Updates on various matters and training, including....Wychavon Area Meeting, Neighbourhood Community budgets, Locality/Localism Act, New Parishes, Broadband update, Clerks' Gathering, dates for the diary, Funding information, news from NALC (forwarded to Parish Councillors for information).
Clerks & Councils Direct	July magazine
Community First	E-bulletin including funding information
Community First	E-bulletin including funding information
EnviroSort	Litter along Woodbury Lane/B4084 and wagon spillage
Go Shelters	Product information
J. Parker's Wholesale	Bulbs catalogue
Mr Goode	Fun Run – thank you to the Hall Manager for provision of facilities
Mr Hodgkins	Setting up a Littleworth Youth Club
Mr Lane	SWDP and Welbeck outline planning application
Mrs Delord	Regiment HQ Rooftop Housing planning proposals
Mrs Knott	Salamanca Drive grass bank maintenance
Ms Manuschka	Request for land between Courtnellan and Coppice Cottage, Wadborough Road, Littleworth to be considered as a dog exercising area.
NALC	Local Council Review online
Onside Independent Advocacy	Newsletter item re 'Onside' a local charity supporting vulnerable adults across Worcestershire
Peter Luff MP	Planning policy towards the travelling community
Rooftop Housing Group	Regiment HQ Rooftop Housing planning proposals and meeting with Parish Council
Rural Services Network	Rural News Digests (forwarded to Parish Councillors for information)
Rural Services Network	Rural News Digests and Rural Opportunities Bulletin (forwarded to Parish Councillors for information)
Soc. Local Council Clerks	The Clerk magazine July 2013
St. Richard's Hospice	Fun Run – thank you to all who provided support
West Mercia Police	Crime, suspicious activity reports and mobile Police station dates for Littleworth (forwarded to Parish Councillors). Monitoring and managing vehicles speeds along Talavera Road, Norton.
Worcs CC	Proposed Worcs CC drainage scheme along Wadborough Road, Littleworth now planned at the same time as the proposed STW work (Sept – Dec 2013)
Worcs CC Highways	<ul style="list-style-type: none"> <li>• Copy of public notice and draft Order Statement of reason for making an Order re additional road markings along Wadborough Road, Littleworth opposite NJK CE First School. Comments required by 8<sup>th</sup> August. (Parish Council has previously expressed support for this proposal)</li> </ul>
Wychavon DC	<ul style="list-style-type: none"> <li>• Chairman's invitation to Charity Clay Shoot on 23<sup>rd</sup> August (forwarded to Parish Councillors)</li> <li>• Update re Community Asset Nomination relating to Worcester Norton Sports Club</li> </ul>
Wychavon DC	Invitation to South Worcester Urban Extension members briefing session 9 <sup>th</sup> July (circulated Parish Councillors)
Wychavon DC	Regiment HQ Rooftop Housing planning proposals and meeting with Parish Council
Wychavon DC Planning	<u>Approval Notices:</u> – W/13/01056: Newlands Farm, Church Lane, Norton (Repair and redecoration of the render to the rear elevation)

**Public Question Time Discussions**

Cllr. Richmond spoke as a member of the public and a representative of Norton Theatre Group.

The dates for the 2014 pantomime have been agreed as 16/17/18 January however this is closer to the Christmas/New Year break than is ideal. Preferred dates would have been 23/24/25 January (which provides 3 weeks after New Year for rehearsals) but these dates did not appear to be acceptable to the Parish Hall.

The Theatre Group would appreciate the Parish Council's support in arranging the dates for the 2015 pantomime, to allow sufficient time for rehearsals. Dates requested for 2015 are 22/23/24 January. The Clerk will contact the Hall Manager to give advance notice of these dates and request that they are booked as a community event.

Cllr. Richmond confirmed that rehearsal dates from September 2013 have been arranged with the Hall Manager and no longer include Friday evenings.