

**MINUTES OF THE ANNUAL PARISH MEETING OF
NORTON-JUXTA-KEMPSEY PARISH HELD AT NORTON PARISH HALL,
LITTLEWORTH ON WEDNESDAY 21ST MAY 2014**

1. Apologies for Absence

Cllr. Bennett, Cllr. Fincher, Cllr. Mrs. Hewison, Cllr. James, Cllr. Richmond, Cllr. Mrs Way-Vautier and Mr. Reeves.

Attending –

Cllr. Turvey (Chairman), Cllr. Dawson, Cllr. Mrs McGovern, Miss Poole, Cllr. Adams (District and County Councillor), Mrs. Greenway (Clerk and Responsible Finance Officer) and 18 parishioners.

2. Welcome and Report from Cllr. Turvey, Parish Council Chairman

Attendees were welcomed to the Annual Parish Meeting. Cllr. Turvey thanked Parish Councillors, co-opted members and the Clerk for their work and Cllr. Mrs McGovern for serving as Vice-Chairman for 10 years, a position now held by Cllr. Fincher. Cllr. Turvey referred to the Chairman's Report included in the Parish Information Pack and reported on completion of the STW sewerage pumping station in Littleworth, Worcs CC flood alleviation work in Littleworth, potential improvements to the Parish Hall car park, issues associated with the development adjacent to St. Peter's Garden Centre (including highways and signage matters), New Homes Bonus funding/Parish consultation on projects for funding, Parish Hall operation/premises improvements, Worcester Parkway Station proposals and superfast Broadband provision. Cllr. Turvey welcomed questions.

3. Parish Information Pack

Attached as Appendix 1 and including:

a. Minutes of the 2013 Annual Parish Meeting 22nd May 2013

Accepted as a true record and signed by the Chairman, as proposed by Mr. Simms, seconded by Cllr. Mrs. Hewison and agreed by all.

b. Parish Reports – see Parish Information Pack attached as Appendix 1

- i. Planning** (see also item 4)
- ii. Allotments**
- iii. Playing Fields**
- iv. Public Rights of Way**
- v. Finance**
- vi. Norton Charities**
- vii. Police**

Cllr. Turvey welcomed question regarding the content of the Parish Information Pack.

4. South Worcestershire Development Plan (SWDP), developments with the Parish and Highways/adoption matters

As a summary of the report by Cllr. Turvey, the SWDP has been reviewed by the Planning Inspector, with the response that building development is adequate but housing numbers are not and revised numbers have been requested. As a result, additional sites are being identified for development. It is understood that a short public consultation will be undertaken regarding additional sites proposed. Wychavon DC does not currently have a 5 year land supply and this has resulted in planning refusals (for sites not identified in the SWDP) being overturned on appeal. It is important for the SWDP to be approved so that only sites identified within the Plan can be developed.

Planning applications have been submitted by Welbeck Land and St. Modwen's for c. 2,400 houses, plus business premises, on the area of land around the A38/A4440/Taylor's Lane/Norton Road, land from Norton Road towards the end of Brockhill Lane and land south of St. Peter's Garden Centre. A meeting has been arranged with Wychavon Planners to discuss the current

situation and consider these applications in detail, including traffic calming/restricted access arrangements and difference to the SWDP.

Highway matters are being progressed via Worcs CC Highways including rat run issues, traffic calming measures and speeding. Parking restrictions have been marked outside the livery yard along Church Lane in response to complaints about parking and road safety concerns. A vehicle activated sign is displayed at varying locations within the Parish to assist with speed reduction.

The A4440 dualling and Ketch roundabout work has started. It is understood that dualling the section from the Norton/St. Peter's island to Whittington is planned as the next phase, with funding in the process of being secured. Network Rail will be required to widen the railway bridge over the road as part of this work. Concerns regarding rat running through the Parish during the period of this work are being raised with Worcs CC Highways.

5. Police Report

As detailed in the Parish Information Pack.

6. Report from Cllr. Rob Adams (County and District Councillor)

Cllr. Adams reported on the 4 phase approach to the A4440 improvement/dualling work, New Homes Bonus funding, issues relating to the signage at the new Crookbarrow Road roundabout, Worcester City/Wychavon boundary, budget pressures/sharing of services at County and District levels, the Worcester Parkway Station, rat run concerns, scrutiny work and traveller sites within the SWDP. Cllr. Adams supported the Parish Council stance on planning matters, with the need for developments to be within the development area to protect the local area; support for any plans outside the development area could set a precedent for further future developments. Cllr. Adams welcomed questions and resident feedback. Questions are included within agenda item 9.

Cllr. Adams highlighted the increasing work load of Parish Councils and thanked the Chairman, Parish Councillors, co-opted members and the Clerk for their support and consistent hard work as a dedicated team. Cllr. Adams was thanked for his support.

7. Redevelopment of the Parish Hall Recreation Facilities and use of New Homes bonus Funding

Cllr. Dawson provided an update on plans to redevelop the tennis courts and play area at the Parish Hall and sources of funding that are being explored (including New Homes Bonus). \$106 funding has been earmarked to convert the tennis courts to a multi-use games area (MUGA) which will include one tennis court. It is hoped that the project will be undertaken towards the end of 2014 or early 2015.

8. Parish Reports

a. Norton Parish Hall

Cllr. Dawson, Trustee of Norton Parish Hall Charity, thanked Mr & Mrs Sparling for their voluntary work as Hall Manager, Booking Secretary, Treasurer and cleaners. Mrs Harris was also thanked for her voluntary work as Chairman of the Trustees. The Hall is an important asset within the community and more premises improvements are planned. Cllr. Dawson highlighted the need for more volunteers to help to run the Hall, particularly as the current team is very small. All volunteers will be welcomed.

b. Norton Community Trust

Mr. Hodgkins provided background to the Norton Community Trust (formerly known as Norton Community Games) and outlined events that have taken place since it was set up in 2011 and also those planned. The 2014 Community Games event will take place on 8th June. Any other ideas for events/activities would be welcomed as would more volunteers to help manage future events.

c. Norton Youth Club

Mr. Hodgkins advised that Norton Youth Club was set up in January 2012 for any youngster aged 11+. These well attended sessions run on Thursdays during term time, from 5-7pm, at Worcester Norton Cricket Club. Mr. Hodgkins explained activities offered and thanked Cllr. Adams for his support with funding and the volunteers for their help to run Youth Club.

d. WW1 Remembrance Activities/Events

Mr. Lucas provided background information about the 4 year period of remembrance relating to the centenary of WW1 and suggested activities within the Parish. This commemoration is particularly significant in view of the Parish's long association with the Worcester Regiment and Norton Barracks. Activities are being planned by a WW1 project group, with support from Youth Club, the Parish Council, the Regimental Museum and members of the community. Mr. Lucas welcomed any offers of help.

e. Norton Theatre Group

Mr. Simms thanked all those who supported the 2014 panto and advised that the 2015 production will be Beauty and the Beast (the 29th Parish panto). Dates for the 2016 and 2017 productions have been secured (on a rolling 3 year basis) and this will assist with planning. Rehearsals/auditions will start in September with details to be included within the Parish newsletter. Any volunteers will be welcomed.

9. Residents Questions

For ease of reference, questions asked during the meeting are summarised under this agenda item.

It was confirmed that the Parish Council and Cllr. Adams are in discussion with Wychavon DC and Worcs CC Highways regarding rat run/traffic management issues and the Norton Road layout within the SWDP. Speed checks are also being carried out due to speeding concerns. Cables have been laid across Church Lane, in the vicinity of the livery yard, to capture data including the volume of traffic and speeds. The Parish Council has requested the results of this traffic monitoring exercise for analysis. It was noted that residents consider speeding to be an issue and it is hoped that rotation of the vehicle activated speed sign will also assist in reducing speeds. Previous traffic monitoring along Wadborough Road did highlight some speeding, but this was not considered excessive or out of line with what would be expected by the Worcs CC Highways analysts. The hill down into Littleworth was highlighted as a particular problem and if possible, the vehicle activated sign will be installed in this location to remind drivers of their speeds. It is hoped that the 20 mph speed limit in the vicinity of the school will also assist.

There was a suggestion for the speed limit along Church Lane to be increased, so that parked cars would need to leave lights on, which may improve road safety. This suggestion has previously been considered by the Parish Council but it was believed that the negative implications of an increased speed limit would more than outweigh any benefit with road side parking. The possibility of white fences to mark the entrances to the villages will be explored with Cllr. Adams as a means of traffic calming.

Congestion at the Norton Road/St. Peter's roundabout was discussed along with the A4440 improvement work. It was confirmed that the Parish Council has requested yellow cross hatched boxes to be marked on the road, at the entrance/exit to Norton Road, to prevent cars parking across the road around the roundabout, preventing cars from entering/leaving Norton Road. A request has also been made for the right hand lane (down the hill from Whittington) to be made a right turn only (into St. Peter's). These requests were positively received by Worcs CC Highways and Cllr. Adams will press for progress.

Remedial work relating to the Crookbarrow Road housing development was discussed. It was confirmed that the developers are due to replace the bus shelter that they removed as part of the roundabout/highway work and that the dog waste bin will be replaced once the grass verge

reinstatement work is complete (as the last bin was damaged by contractors working on the site). Adoption matters appear to be progressing slowly and the Parish Council will continue to press for completion. The signs installed around the new roundabout were considered excessively large, out of character with the location and unnecessary for the local traffic. Cllr. Adams and the Parish Council are pressing for replacement with smaller signs and support the concerns of local residents. It is hoped that the pedestrian crossing will be operational by the end of May. The new roundabout is due to have a turfed centre and once the roundabout has been adopted, the Parish Council may request Worcs CC permission to plant the island.

The small size of the Parish Hall team was highlighted along with the very real need for more volunteers to help to spread the load. The type of work involved and the likely time commitment was explained, along with a request for members of the community to consider becoming a Trustee of the Parish Hall for a one year period. The future of the Hall is subject to there being sufficient people to help to run it. Information will be included in the next Parish Council newsletter to explain the structure of the Parish Hall, how it is run, the current situation and how the community can contribute.

In response to a question about car transporters accessing SMH, it was explained that the site is covered by various planning applications, with varying conditions attached to them and unfortunately the wording of these conditions is not always consistent. The Parish Council is working with Cllr. Adams and the Wychavon Planning Team to try to remedy.

10. Close of Meeting -

The Chairman thanked all those attending the meeting. The meeting was closed at 9.30pm.

Norton-juxta-Kempsey

May 2014

Annual Parish Meeting

Information Pack

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Playing Fields Report

Public Rights of Way Report

Financial Summary

Norton Charities Report

Police Report

Draft Minutes from the 2013 Annual Parish Meeting

Norton-juxta-Kempsey Parish Council

Parish Councillor	Main Areas of Responsibility (in addition to general Parish Council matters)
Cllr. Howard Turvey Parish Council Chairman	<ul style="list-style-type: none"> • Planning matters • South Worcestershire Development Plan working group • Public Rights of way • STW mains sewerage scheme working group
Cllr. Mrs Christine McGovern Parish Council Vice-Chairman	<ul style="list-style-type: none"> • Allotments • South Worcestershire Development Plan working group • Parish Council Newsletter • STW mains sewerage scheme working group
Cllr. Tony Bennett	<ul style="list-style-type: none"> • Planning matters • PACT representative • EnviroSort Liaison Group
Cllr. Chris Dawson	<ul style="list-style-type: none"> • Playing fields • Parish Hall matters
Cllr. Kevin Fincher	<ul style="list-style-type: none"> • South Worcestershire Development Plan working group • Planning matters • Parish Hall matters • STW mains sewerage scheme working group
Cllr. Mrs Diane Hewison	<ul style="list-style-type: none"> • Playing fields • Allotments
Cllr. David James	<ul style="list-style-type: none"> • Planning matters
Cllr. Peter Richmond	<ul style="list-style-type: none"> • Planning matters • Playing fields
Cllr. Sue Way-Vautier	<ul style="list-style-type: none"> • To be allocated
Mr. Mike Reeves (co-opted member)	<ul style="list-style-type: none"> • Flooding issues • STW mains sewerage scheme working group
Mr. Garry Dyer (co-opted member)	<ul style="list-style-type: none"> • South Worcestershire Development Plan working group
Miss Abigail Poole (co-opted member)	<ul style="list-style-type: none"> • To be allocated

Parish Clerk	Contact Details
Mrs Jane Greenway	18 Corunna Close Norton Worcs WR5 2PW

	Email: NJKparishclerk@aol.com
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	Tel: 01905 763515
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Annual Parish Meeting 2014 - Chairman's Report

Firstly my thanks to all my fellow Parish Councillors and to everyone in the Parish involved in community projects. Also the contribution made by our Clerk Mrs. Jane Greenway is much appreciated, as is the assistance given by Councillor Rob Adams who represents us both at District and County level.

Over the last year a considerable amount of time has been spent liaising with Severn Trent Water over the installation of new sewers on Wadborough Road, Littleworth in the area of the Parish Hall. This has been facilitated by the sale of a small parcel of land by the Parish Council to accommodate the pumping station. This work is now complete and the Parish Hall, amongst other properties, is now connected.

The land sale has generated some funds that we intend to use to improve the car park surface at the Parish Hall, which I am sure will be welcome by all users.

Planning matters have taken up a fair proportion of time too, although perhaps less than earlier years. The SWDP is in the process of examination, so there is not much more we can contribute in this stage. Welbeck and St Modwen have now both submitted planning applications in respect of the land covered by the South Worcester Urban Extension. We are liaising with the authorities to emphasise our remaining concerns about these applications and in particular those aspects of their applications that do not comply with the SWDP. As you may have read in the press the Inspector has stated that there were an insufficient number of houses, so this figure has been revised upwards and there will soon be another short period of public consultation regarding additional sites.

I reported last year that the development of the site on Crookbarrow Road is almost complete. Whilst the majority of the housing development was finished in that period, regrettably the same was not true of the new roundabout or the new play area. It was unfortunate that a higher priority was not given to these aspects. The good news is that that roundabout has now been completed, although we know there is some disquiet amongst residents about the size of the road signs, which we agree are inappropriate for an unclassified road and we have raised this matter with County Highways. The play area has been held up, as it has not received final ROSPA approval which again is unfortunate, and caused by a lack of attention to detail by the developers. The developers (via section 106 funding) are providing funding for the refurbishment of the tennis courts at the Parish Hall to create a multi-purpose play area, which we are hoping to combine with an update of the play area. This project is underway and we are planning for completion in the not too distant future.

The Crookbarrow Road development will mean the Parish Council receives some funding from the Government's New Home Bonus, as Wychavon has decided to share what they receive with local Parishes, which we very much appreciate as not all District Councils have had the same enlightened approach. These funds are released on an annual basis and we are seeking resident input on potential projects for these funds.

Whilst the Parish Hall is run as a separate charity, the Parish Council is extremely keen for this to be an effective facility for the community. I am therefore very grateful to all those involved in the management and operation of the Hall. You will see that there have been improvements made over the last year and these will continue.

We are aware that concerns have been expressed regarding the number and speed of vehicles using the minor roads in the Parish as a rat run. To help alleviate this, the SWDP calls for Norton Road and Broomhall to be made restricted access. We have therefore

asked Worcestershire County Council Highways to advise how these, and other measures, could be implemented to help reduce the speed and volume of traffic as the current situation poses significant safety concerns.

We have also recently been updated on plans for the Worcester Parkway Station. More detailed information should be available in the next few months and it is hoped that, if all goes to plan, the station will be operational within 3 years.

You may be aware that there is a Worcestershire County Council funded project to provide superfast broadband across the County. Parts of the Parish are already covered and we are hopeful that the remainder will be included in the not too distant future. As soon as we have some definite news we will let you know.

You will have seen a 2% change in Parish Council funding on your 2014/15 Council Tax bills. The Parish Council attempts to use its funds wisely, and limit any increase as far as possible. Apart from inflation, residents continue to request new facilities and other services so there is always continued upward pressure on this and we would welcome any comments on this matter.

Howard Turvey
Parish Council Chairman

**Summary of Planning Applications Considered by
Norton-juxta-Kempsey Parish Council**

Since the 2013 Annual Parish Meeting:

- 19 submissions have been considered from Wychavon District Council, Malvern Hills District Council, Worcester City Council and Worcestershire County Council.
- 10 of which were approved (2 were not supported by the Parish Council).
- 1 application was refused and also not supported by the Parish Council). The applicant has lodged an appeal against this decision.
- 8 applications are awaiting a decision.

Mrs Jane Greenway
Clerk to the Norton-juxta-Kempsey Parish Council

Allotments Report

Despite the ever changing weather, I can see that the majority of the allotments are looking well cultivated and planted, as I write this, the weather is beautiful but I hope it doesn't dry the ground up too much. Thank you to those allotment holders who take pride with their plots.

I know it can be very time consuming and it is down to dedication to keep the plots looking good.

Vacant allotments will be allocated as soon as possible. We do have a waiting list so if anyone wishes to give up or reduce the size of their plot please let me know.

Any issues I have been made aware of have been dealt with but if there are any concerns please contact me.

Keep up the good work.

Christine McGovern
Councillor with responsibility for Allotments
Tel: 01905 820459
Email: mcgovern260@btinternet.com

Parish Hall Playing Field/Recreation Facilities Summary

The playing fields continue to be used by an adult football team on Sunday mornings, with ad-hoc use by junior football teams and other private hirers.

The annual RoSPA inspection report, relating to the recreation facilities area at Norton Parish Hall, has been received which reveals no high risk items. Recommendations contained within the report are being considered by the Parish Council. A project to redevelop the recreation facilities at Norton Parish Hall is being progressed, along with redevelopment of the tennis courts into a multi-use facility. The project is being progressed with the help of Cllr. Chris Dawson who is working on funding opportunities and design.

S.106 funding from the development by St. Peters Garden Centre has been secured to redevelop the tennis courts into a multi-use facility.

The Parish Council is considering use of some of the New Homes Bonus to assist with funding of the redevelopment play area/recreation facilities. A questionnaire is being circulated to all Parishioners to seek their views on this proposed allocation of funding.

If you would like to be involved with these projects then please contact the Parish Clerk, Jane Greenway.

Dog fouling and dogs being allowed off their leads at the Parish Hall remains a problem. Please can dog owners clear up after their dogs and also keep dogs on a lead in the Parish Hall grounds, as there have been a number of recent incidents. If the problems continue, unfortunately consideration will be given to the Parish Hall grounds becoming a dog free zone, which would be disappointing for the majority of dog owners who assist us by being considerate of other users of the Parish Hall facilities. Thank you.

Mrs Jane Greenway
Clerk to the Norton-juxta-Kempsey Parish Council

Public Rights of Way Report

The Parish Council continues to work closely with Worcestershire County Council Countryside Service to maintain and improve the rights of way within the Parish.

The three main areas are: signing, accessibility, and vegetation clearance.

As a number of improvements had been made in previous years, the last year has seen a relatively low level of activity.

We continue to liaise with landowners to find appropriate locations where gates can be installed instead of stiles to improve accessibility, and a number of potential locations that have been identified where we hope to install new gates during the coming year. We also plan to replace a number of signs in the coming year.

We have an annual program of grass cutting on key paths to make use easier, and larger scale vegetation clearance occurs periodically where necessary. A proportion of the funding for this comes from Worcestershire County Council with the remainder from Parish Council funds.

We have an active Parish Path Warden, and volunteers who periodically walk the Rights of Way within the Parish and report any problems that they encounter. With ongoing financial pressure on both the County Council and the Parish, the budget for this work is limited, so we try to ensure that items are handled in priority sequence, and that maximum use is made of the available budget by using volunteers wherever possible.

Howard Turvey
Parish Path Warden

Norton-juxta-Kempsey Parish Council

Financial Report - Year to 28th February 2014 (11 months)

	Year to Date Actual	Annual Budget
<u>INCOME</u>		
Precept	31,320	31,320
Allotment, Ground & Garage Rental	2,097	2,025
Sports & Other Field Lettings	898	300
Investment Income & Bank Interest	41	20
Grants	500	250
Tax Rebates	2,365	0
Lengthsman Reimbursement	1,890	2,000
Pre-school Rent/Cost Reimbursement	2,232	2,435
Other Income	3,705	6,423
TOTAL INCOME	45,046	44,773
<u>EXPENDITURE (NET OF VAT)</u>		
<u>Capital Items</u>	0	7,048
<u>Parish Maintenance</u>	12,482	16,800
<u>Administration</u>		
Donations, Grants & Events Support	2,022	1,100
Newsletter	955	2,600
Audit/professional/legal fees	2,342	2,770
Election Costs	0	0
Parish Officers Honoraria (Clerk, RFO etc)	9,818	8,075
PAYE tax and NI paid to all employees	2,238	100
General Administration	1,741	1,600
Insurance - Capital & Public Liability	2,263	2,800
Subscriptions	947	900
Training for Members & Clerk	15	400
Councillor Expenses	13	250
Vandalism Costs	0	200
Chairman's Allowance	0	100
Reimbursement of training room fees collected	240	0
<u>Total Administration and Other</u>	22,593	20,895
TOTAL EXPENSES	35,075	44,743
VAT paid on expenses - recoverable	1,878	
NET SURPLUS/(DEFICIT)	9,971	29

Norton Charities Report

Charities within the parish of Norton-juxta-Kempsey are regulated by a scheme of the Charity Commissioners 28th July 1882.

The Charities originally received donations from;

- Thomas Knight in 1652 who left £100 for the poor of the parish.
- Elizabeth Stevens in 1668 who also left £100 for the poor of the parish.
- Parish Lands (1568) income from rent to be made available for the relief of poor, furnishing soldiers, amending the highway and other such works in the parish.
- James Alexander Walker (1880) to provide beef to the poor.
- In 1898 by way of order of the Charity Commission from the total income £6 a year was made available towards church expenses and any income left to provide bread and coal to the needy.

In 1905 an order was made that the interest from £600 being held within the above charities be used for educational purposes. This is now called the Educational Foundation Charity. In 1963, 268 shares were purchased with the balance of the charity and it is the interest from these shares which produces the income today. Main objective to help towards Educational needs for the children of the parish. Each year a Bible is purchased for the leavers of Norton-juxta-Kempsey First School.

In 1922 parish lands were sold and the proceeds to remain in the charity.

In 1972 the Knight, Stevens, Parish lands, and Walker charity were modernized to make a more effective way to use funds and is now called the Norton-Juxta-Kempsey relief –in-need charity. 454 shares were purchased and the interest from these is income. The scheme was approved in 1973 and could benefit anyone who lives in the parish and is in conditions of need, hardship or distress either in gifts in kind or grants of money. A yearly sum is given to the Church.

Both charities are managed by six Trustees:

- One Ex-Officio Trustee - Vicar of parish
- Three nominative Trustees - Appointed by the parish council of Norton-juxta-Kempsey, although they do not need to be a parish councillor
- Two Co-opted Trustees - shall be persons who through residence, occupation or employment, or otherwise have special knowledge of the parish of Norton-juxta-Kempsey.
- If a vacancy occurs any competent Trustee may be appointed.

Yearly accounts are examined and are available for anyone to see.

If you have any ideas or know of anyone who could benefit from funds from either of the charities please contact me.

Christine McGovern
Secretary/Treasurer/Trustee, Norton Charities

Tel: 01905 820459

Email: mcgovern260@btinternet.com

Annual Police Report for Norton-Juxta-Kempsey Parish 2013-14

The last 12 months has seen significant change within the team and the police as a whole. We lost our long serving CSO Ben Allchurch who not surprisingly joined the ranks of warranted police officers and is currently undergoing training with Warwickshire Police. I know Ben was well thought of by the parish and brought a great deal of commitment to the role. I have no doubt that Julie Pardoe who is currently off sick will also bring the same level of commitment to the role when she is back on her feet. We also have another new member of the team who is currently in training and we can expect to see him out on the patch around June time and he is CSO Steve Tinkler.

This report is based using the recorded crime figures between 12/5/13 and 13/5/14 the comparison is relating to the corresponding dates in 2012/13.

Overall the police recorded 291 incidents that were reported by members of the public this is compared to 286 incidents reported the previous year.

Of the 291 incidents the Parish had 64 recordable crimes (incidents where a specific offence has occurred) this was in comparison to 71 recordable crimes the previous year.

The breakdown of offences is as follows:

	2013/14	2012/13
Burglary Dwellings	1	3
Burglary Other (i.e. sheds)	2	4
Attempt Burglary	0	2
Theft	15	30
Criminal Damage	7	5
Assault	5	3
Other Offences	34	24

(Includes mostly domestic related incidents)

Over it has been a fairly good year for reducing crime particularly burglary and theft. The rural areas of the patch however are still being targeted particularly sheds and out buildings and the team again asks that the residents ensure that they have adequate security in place and failing that remove attractive and valuable items to a more secure place. There has been a reduction within Norton though. The figures clearly present the picture that Norton and the surrounding area is a safe place to both live and work, however we all have responsibility to ensure we maintain that.

On behalf of the team and myself I should like to offer my thanks to the Parish Council for all its help over the last 12 months. I would also like to say thank you to the Parish as a whole for its continued support of the local policing team and for the numerous calls we have received relating to suspicious activity all I ask is that you continue to do this.

Sean Woods PC3243

Safer Neighbourhood Constable

Pershore Rural North and South

Non-emergency phone number: 101

sean.woods@westmercia.pnn.police.uk

**DRAFT MINUTES OF THE ANNUAL PARISH MEETING OF
NORTON-JUXTA-KEMPSEY PARISH HELD AT NORTON PARISH HALL,
LITTLEWORTH ON WEDNESDAY 22ND MAY 2013**

11. Apologies for Absence

Cllr. Bennett, Cllr. James, Cllr. Richmond and Mr. Reeves.

Attending –

Cllr. Turvey (Chairman), Cllr. Dawson, Cllr. Fincher, Cllr. Mrs. Hewison, Cllr. Mrs. McGovern, Cllr. Adams (District and County Councillor), Mrs. Greenway (Clerk and Responsible Finance Officer), Mr. Dyer and 21 parishioners.

12. Welcome and Report from Cllr. Turvey, Parish Council Chairman

Cllr. Turvey welcomed attendees to the Annual Parish Meeting and general community update. Cllr. Turvey referred to the Parish Information Pack, circulated to all attendees, which included the Chairman's Report. Cllr. Turvey welcomed any questions.

13. Parish Information Pack

Attached as Appendix 1 and including:

a. Minutes of the 2012 Annual Parish Meeting 10th May 2012

It was proposed by Cllr. Mrs. McGovern, seconded by Cllr. Mrs. Hewison and all were in agreement that the minutes of the meeting held on the 10th May 2012 be accepted. The Chairman signed these as a true record.

b. Parish Reports – see Parish Information Pack attached as Appendix 1

- i. Planning** (see also item 4)
- ii. Allotments**
- iii. Playing Fields**
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- vi. Norton Charities**
- vii. Superfast Broadband**
- viii. Highways/Norton Adoptions**

Cllr. Turvey welcomed any question regarding the content of the Parish Information Pack during the residents' questions item at the end of the meeting.

14. South Worcestershire Development Plan (SWDP)/Planning

A summary of the background to the SWDP was provided along with details of Parish Council activities, public meetings held and responses to the SWDP Team at various stages of the consultation process. Current maps/plans were displayed and explained. The Parish Council has liaised with Wychavon DC, the SWDP Team and Welbeck Land to influence plans for the benefit of our Parish. The SWDP and Welbeck outline plans are now quite similar. The key items from the survey of residents in 2010 have been focussed upon and include retention of an open aspect from Crookbarrow Road across to the Malvern Hills (which has been achieved), retention of a semi-rural nature (increased green gaps/buffer zones have been achieved) and 'rat run'/ infrastructure concerns (discussions continue to agree the road layout around Norton Road to restrict traffic access). Other areas of continuing discussion were highlighted including the area to the south of the garden centre (re detail/layout of sports pitches and houses in the significant gap), access road/routes to/from the proposed development along Norton Road, plans for the area around Broomhall Cottages and the need for all land available for development to be considered, not just that owned by Welbeck.

Wychavon DC has voted to endorse the SWDP, which will now be considered by the Secretary of State with a response expected in September/October. This response may require further work or may allow for the Plan to be adopted. Once adopted, the SWDP will be the main plan for the area and it is hoped that the detail of the plan will be

enforced upon prospective developers.

In response to questions, it was confirmed that there are no other allocated sites for development within the Parish. It was noted that there are 2 traveller sites to be identified within the SWDP. Wychavon has fulfilled its requirements, but Malvern Hills and Worcester City have yet to do this and therefore Wychavon is resisting any plans for the site within its boundary. There are no plans to block off Norton Road, but to redesign this to change priorities and discourage use as a rat run. It was noted that transporters/HGVs will need to be able to negotiate any new layout. Whilst there are plans to dual the A4440 from Whittington to The Ketch roundabout, there are no plans to dual the bridge across to Powick and concerns have been raised that this will not resolve the bottleneck issue. Welbeck is considering management of the new development (in terms of open space, sports pitches etc.) by a Community Trust and this is being explored with input from the 3 District Councils and 3 Parish Councils that this development will span.

As a major application within the Parish, background was provided to the proposals for the old Regiment HQ site along with an explanation of concerns relating to the current plans. These include the lack of consultation by Rooftop Housing, the nature and number of proposed dwellings and the need to ensure that homes are allocated to ex-servicemen/disabled ex-servicemen. The Parish Council and local residents have objected to the current proposals and are discussing these with Wychavon DC. Cllr. Adams offered his support.

15. Severn Trent Water (STW) – Proposed First Time Sewerage Scheme, Littleworth

The proposed scheme was outlined by Ed Jones, Dalcour Maclaren, who are acting on behalf of STW for land/planning matters and Mark Lasance, NMC Nomenca, who are the main contractors for building the proposed pumping station. Representatives of STW have been liaising with the Parish Council regarding the proposed scheme which would include a pumping station on an area of the Parish Hall car park.

STW hope to start the 6 month project in October 2013, with a road closure of c. 3-4 months to lay the necessary pipe work. Contact details will be provided in case of need during the period of works. Reassurance was given that there will be no smell or noise from the pumping station which will be enclosed by a 1.8m panel fence. The road closure period will be minimised as far as possible and STW are in discussions with Worcs CC regarding the impact on the public and school buses. Shuttle buses have been suggested and are being considered. It was confirmed that there will be access to the Parish Hall at all times. If it is necessary to concrete the entrance to the car park, a temporary entrance will be provided. The Clerk will obtain dates of large events so that the contractors can plan for these and minimise their work compound. The Parish Council is exploring the possibility of re-surfacing the Parish Hall car park and hopes to minimise disruption by undertaking this work in conjunction with the STW project and the laying of the new pipes to connect the Parish Hall to the new mains sewer. A Worcs CC drainage scheme is also proposed in the proximity of the Parish Hall. The Parish Council is liaising with Worcs CC to link this with the STW work to minimise disruption to the area. It was confirmed that the proposed pumping station is to service existing properties, it is not linked to any development plans and it will not impact upon the pumping station at the end of St. James Close.

Contact details were provided in case of need, or queries can be sent to the Parish Clerk for forwarding the STW. Ed Jones and Mark Lasance were thanked for attending.

16. Police Report

CSO Allchurch was unable to attend and a report is included in the Parish Information Pack. The next mobile Police station at the Parish Hall will be held on 4th June at 10am. It was suggested that the Police & Crime Commissioner could be invited to a future Annual Parish Meeting to provide a short presentation, receive feedback from residents and answer questions.

17. Report from Cllr. Rob Adams (County and District Councillor)

Cllr. Adams reported on the post election make up of the County Council, budget cuts/priorities/ efficient working and resident survey results, which included roads/potholes and footways as a high priority. Vulnerable people and safeguarding issues are another top priority. Changes to the way health services are provided/managed were noted and also the offer from the new Police and Crime Commissioner to come and meet parishioners. Cllr. Adams supported the Parish Council stance on planning matters, with the need for developments to be within the development area to protect the local area; support for any plans outside the development area could set a precedent for further future developments. The Parkway Station proposals remain in the background, with work continuing to secure funding and to obtain agreement from operators to stop at a new station. Cllr. Adams is aware of flooding within the Parish and will ensure that this is considered as part of any Parkway plans. A mobile vehicle activated speed sign has been purchased from Cllr. Adams' member's budget which it is hoped will reduce speeding throughout the Parish. Additional road markings outside school are planned for September and ways to improve parking along Church Lane are also being investigated.

Cllr. Adams thanked the Chairman, Parish Councillors, co-opted members and the Clerk for their support and consistent hard work as a dedicated team. Cllr. Adams was thanked for his support.

18. Parish Reports

a. Norton Parish Hall

Mrs Harris provided a report as Chair of the Norton Parish Hall Management Committee and Trustee of Norton Parish Hall Charity which included the improved financial situation, the move of Norton Pre-school to its own premises, increased bookings/new hirers, maintenance work undertaken, competition from other venues, the balance between community/ commercial events and joint working with other community groups. It is hoped to provide more events for local residents in the future but this is very much dependent on attracting more volunteers to help the existing small team. Ideas for activities were welcomed as were new members of the team. The Hall Management Committee/Hall Trustees were thanked for all their hard work in turning round the finances of the Hall and for giving up their time to manage the Hall on a daily basis.

b. Norton Youth Club

Mr. Hodgkins was unable to attend the meeting but it was noted that the Norton Youth Club which runs on Thursday evenings (5-7pm) is very popular with young people from age 11 (or Year 6) and above. The leaders and volunteers running the club were thanked for their time.

c. Norton Community Games

Mr. Hodgkins was unable to attend the meeting. The annual Community Games was agreed as a very popular and successful event and all volunteers were thanked for their involvement.

d. Norton Theatre Group

Mr. Simms provided information about the Norton Theatre Group and the pantomimes staged at the Parish Hall since 1986. The 2014 panto will be Cinderella

with details of auditions and contact points included in the Parish Council newsletter. As well as actors, help is needed behind the scenes and all volunteers are always appreciated.

19. Residents Questions

In addition to questions during the meeting, the following matters were raised.

The locations for the new mobile vehicle activated speed sign will include Wadborough Road, Littleworth to help highlight speeding concerns to motorists. Speed checks have been undertaken by the Police and whilst there are some speeding cars, most vehicles are not travelling at excessive speeds.

The Worcs CC drainage scheme, in the vicinity of Coppice Cottage/the Parish Hall, will increase the capacity of the pipes under the road and into the field at the back of Coppice Cottage, improving the flow away from properties and Wadborough Road. The Parish Council has in previous years worked with Wychavon DC, land owners and Network Rail to improve the drainage across the fields and under the railway line to reduce the risk of flooding.

The new road layout along the A4440 southern link road is creating problems at the roundabout at the junction with Norton Road. Traffic travelling along the A4440 frequently blocks the island, making it extremely difficult to exit/access Norton Road. It is also creating difficulties for pedestrians and cyclists attempting to cross the A4440. Cllr. Adams noted these points and advised that he will press Worcs CC for further improvements/bridge crossings.

Disappointment was noted about the delay in the play area at the new Crookbarrow Road development and also the situation regarding the new roundabout/pedestrian crossing. It was confirmed that the Parish Council is pressing for these to be installed as soon as possible. It is understood that for health and safety reasons, the play area will be installed once the site has been completed and it is anticipated that this should be shortly. The roundabout/pedestrian crossing construction has been delayed due to long standing land ownership issues which have also delayed adoption of Crookbarrow Road. The Parish Council has highlighted to Wychavon DC that a planning condition for this development required the roundabout/pedestrian crossing to be constructed before any properties were occupied but unfortunately this condition has not been enforced. Worcs CC is in contact with the developers to try to resolve these issues as quickly as possible. The Parish Council has contacted the developers to highlight the safety issues due to all vehicles from the new development using the older part of Talavera Road, or drivers moving the barriers to use the roundabout entrance/exit, and the need to resolve the situation as a priority. It was suggested that the Parish Council explores Worcs CC views on 20mph zones within residential developments such as Brockhill, although it was agreed that there is a balance between a rural area and urbanisation with traffic calming measures.

The issue of lack of maintenance to some hedges within the Parish was raised. It was confirmed that in most instances, hedges are the responsibility of the land owner or in some instances Worcs CC or Wychavon DC. The hedge along Norton Road (parallel to Regiment Close) and that in front of the 'old section' of Crookbarrow Road (in front of the old Barracks HQ and the black and white cottage) remain under the ownership of the developers due to outstanding adoption issues. The developers will be requested to carry out hedge maintenance/undergrowth clearance. Other hedge matters can be reported via the Worcestershire Hub for the attention of Highways.

Dog fouling continues to be a problem and the Parish Council will consider purchase of additional bins. It was noted that there have been instances of inconsiderate behaviour by cyclists/skateboarders in the Norton area and this information will be passed to the Police so that the situation can be monitored. A new Parish Litter Picker has been appointed which it is hoped will improve litter problems.

The project to redevelop the recreation facilities and play area at the Parish Hall has progressed, with suggested designs produced and initial consultations undertaken. Further research is being undertaken regarding play area installations and funding opportunities will need to be identified for applications to be submitted. Whilst the project is live, due to other Parish Council work, progress has been slower than had been hoped and any offers of help would be appreciated via the Parish Clerk. Existing volunteers were thanked for their help to date.

20. Close of Meeting -

The Chairman thanked all those attending the meeting. The meeting was closed at 9.35pm.