

**MINUTES OF THE MEETING OF THE  
NORTON-JUXTA-KEMPSEY PARISH COUNCIL HELD ON  
THE 26<sup>TH</sup> FEBRUARY 2009 AT NORTON PARISH HALL, LITTLEWORTH**

Public question time discussions are included as Appendix 2.

**1. Apologies for Absence** – L. Wallbank, Cllr. Adams (late arrival).

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

**2. Chairman Position**

The list of responsibilities circulated with the agenda was agreed with the addition of Cllr. Reeves for flooding issues and Cllr. Bennett for Wychavon Area CALC meetings. In the event that Cllr. Bennett is unable to attend meetings, a deputy will be sought subject to availability.

**3. Declarations of Interest**

Cllr. Lucas declared a personal and prejudicial interest in agenda item 7, SWJCS, due to land ownership within the newly defined and published development area and agenda item 15, Parish Hall gates quote due to family connections.

**4. Minutes of the Parish Council Meeting Held on 29<sup>th</sup> January 2009**

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

**5. 2009/30 Reports**

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

Cllr. Adams provided a brief report after agenda item 7. He advised that the Parish precept for a Band D property at £29.56 was well within the average for Wychavon DC at c. £38. Cllr. Adams will provide the figures for Wychavon DC parishes to the Clerk for information.

**b) Planning Committee**

i) The Clerk summarised the current applications:

Approvals

**10 Wadborough Rd,  
Littleworth. Ref: W/08/03204** Demolition of existing garage & erection of single storey side and rear extension including new garage. Parish supports.

**SMH Fleet Solutions,  
Church Lane  
Ref: W/08/02902** Proposed extension of car parking storage area by filling up of the existing clay pit/lake with inert material (topsoil and subsoil) to create surfaced and drained parking area. Parish does not support. To development Control Committee.

**SMH Fleet Solutions, Church  
Lane. Ref: W/08/02815** Proposed workshop. Parish does not support. To Development Control Committee.

**23 Keren Drive, Norton  
Ref: W/09/00037** Raise roof line by 5 degrees (600mm) and convert space into residential use. Parish supports.

Refusals - None

Awaiting Decision

**Norton Hall Nursing Home  
Ref: W/07/00182** Two storey and single storey extensions to provide additional bedrooms, new dining room and lounge. New access & drive and new sewage treatment plant. Parish supports with concerns noted. To Development Control Committee.

**Stoulton Manor, Mucknell  
Farm Lane, Stoulton.  
Ref: W/08/03285**

Demolition of existing farm house, change of use of site to a new monastery, construction of a new community building, conversion of existing barns to ancillary and guest accommodation, construction of a new oratory within the courtyard. Construction of outbuildings for biomass boiler and associated landscape works. Parish supports subject to modifications to entrance of existing access road or alternatively a new access being created. To Development Control Committee.

Internal Consultation - None

Other - None

Cllr. Reeves added that it is understood that landscaping issues will be addressed by conditions within the SMH planning approvals and that Cllr. Adams is making enquiries to establish if the Parish Council may have full details of the planning conditions.

#### **c) Allotments Committee**

Cllr. Mrs. McGovern advised that work has started on most plots and the few that have not yet been worked will be monitored. The plumber has visited the site regarding the water leak and has advised that a concrete foundation is needed for the water trough for stability. The Clerk will make enquiries for quotes.

Cllr. Bennett arrived at 7.55pm

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

The Clerk advised that the RoSPA play area inspection will be completed in March when a report will be produced for the Parish Council. Football bookings are being deferred, with the adult team playing away games to allow the pitch to dry out to a playable condition. Suggestions regarding pitch maintenance will be discussed under agenda item 18.

#### **e) Footpaths Committee**

Cllr. Turvey provided an update on progress under the PIP (Parish Improvement Plan) including contractor work on ditch crossings and path clearance, land owner installations and path obstructions. In response to a question, Cllr. Turvey advised that installation of dog gates would need land owners agreement and installation. Such work isn't included in the PIP but could be included in the P3 Grant application for 2009/10. The Clerk advised that following installation of the new gate into the churchyard from the new car park, an area of the churchyard next to the gate is in need of some clearance work. It was proposed by Cllr. Reeves, seconded by Cllr. Bennett and all agreed that the Shear Perfection quote for £100 should be accepted. The Clerk will arrange.

#### **f) Finance**

(i) The current account balance was £11,850.53 on 13<sup>th</sup> February with the deposit account balance at £28,605.44 on 3<sup>rd</sup> February, plus Treasury Stock of c. £15k.

(ii) The Clerk reported on the accounts circulated with the agenda, reiterating that contingency/unallocated funds have been fully utilised, therefore any further costs not included in the budget will need to be covered from reserves. Income and Expenditure Lines that will show a significant variance to budget were highlighted and the shortfall will be funded from reserves. This includes items such as the cost of repairs to the play area safety surface (health & safety issues), legal fees associated with registration of Parish Council land ownership and Parish Officers honoraria due to increasing numbers of hours needing to be worked. This was noted. The Clerk and Chairman also commented on the tight budget for the forthcoming year and the need to manage expenditure,

without using reserves for day to day costs but for urgent items or items of a capital nature.

**g) Parish Hall Management Committee**

The Treasurer's Report to 2<sup>nd</sup> February was noted. Following discussion, it was agreed that the Clerk will ask for a year to date position to accompany the monthly figures and will also enquire whether an annual budget has been set. It was noted that during the panto, part of the Hall is unavailable for some regular Hall users e.g. Norton Toddlers, and this reduces January income.

**h) West Mercia Police**

WPC Storr/CSO Fogwill were unable to attend and there was no report. The Clerk will establish when the camera will be installed in Crookbarrow Road.

**i) Brockhill Recreation Area**

Cllr. Reeves advised that at a recent meeting with the cricket Club members it was agreed to take the proposals to the main Club Committee at the beginning of March for comments and approval to proceed further. Costs for initial ground work will be sought for the next Parish Council meeting. The potential for problems to be created by older children/youths was discussed along with the potential need for CCTV. Cllr. Reeves confirmed that the Police will provide input to the proposals and their views will be sought. The need to work with older children/youths to gain support and co-operation was agreed and consideration will be given to inclusion of equipment for this age group in the proposal.

**j) Parish Plan**

Cllr. Turvey advised that a Parish event is planned for Sunday 26<sup>th</sup> April from 2.30pm at the Hall. This will include a presentation about the history of the Parish and will seek input from attendees about what they would like to see in the future, followed by a Parish walk. A summary of Community Spirit leaflet responses will be circulated in due course, these included requests for Parish walks and events about the history of the Parish. Publication of the Parish Plan early next year remains on target and printing costs will need to be considered when setting the budget for 2010/11. Cllr. Turvey will contact Cllr. Adams regarding funding opportunities.

**6. 2009/31 EnviroSort**

**a)** Cllr. Lucas advised that there had not been a Liaison Group meeting since the last Parish Council meeting. The next meeting is due in April. Cllr. Lucas will contact Severn Waste to progress a site visit by Parish Councillors (when health & safety issues allow). Cllr. Lucas will follow up press opportunities at the next Liaison Group meeting. It was agreed that this needs to be carefully managed to ensure that information is conveyed appropriately and correctly. The Parish Council continues to aim to build a good, constructive working relationship with Severn Waste to ensure that planning conditions are complied with and that the impact of the facility on the Parish is kept to the minimum possible. This message will be conveyed to parishioners via the next Parish Council newsletter. The Parish Council remains independent to the J7 Waste Action Group.

Cllr. Adams arrived at 8.25pm.

Proposals for a commercial CMRF in Kidderminster were noted. Cllr. Lucas advised that following feedback to Severn Waste concerning HGVs using the Church Lane route, he has been advised that at present not all vehicles are under the control of Severn Waste but that endeavours are made to advise all suppliers of routing arrangements and this situation is being monitored. Cllr. Lucas will seek clarification in writing to define what constitutes 'local' collection vehicles. Severn Waste will raise the request for signs to read 'No access to EnviroSort' to be installed on the Southern Link Road and other routes that could provide short cuts. It was confirmed that no B4804 junction improvements are planned. Cllr. Adams advised that the B4084 will be safety assessed early next year and the Parish Council will have the opportunity to comment on this

consultation. The Clerk will provide details of the Joint Municipal Waste Management Strategy for Hereford and Worcestershire to Cllr. Lucas.

b) The J7 Waste Action Group letter regarding the Environmental Permit application (circulated prior to the meeting) was discussed. Cllr. Lucas advised that environmental issues are incorporated within the planning conditions. It was agreed to write to the Environment Agency along the lines that the Parish Council is aware of the concerns raised and that it wishes to see the EnviroSort facility operate to the correct environmental standards and to ensure that this is carried out, particularly in view of the close proximity of residential properties. The Clerk will draft for approval by Cllr. Turvey.

#### **7. 2009/32 West Midlands Regional Spatial Strategy (RSS)/South Worcestershire Joint Core Strategy (SWJCS)**

This item was discussed after item 27 as agreed. Cllr. Lucas left the meeting at 10.10pm in view of his prejudicial interest.

Mr. Dyer advised that it appears the SWJCS event on 23<sup>rd</sup> February was well attended. He confirmed that the previously circulated question regarding the SWJCS was asked at the Wychavon Council meeting on 24<sup>th</sup> February which he and Cllr. Mrs. McGovern attended. The response from Wychavon DC was tabled, discussed and noted as disappointing. Mr. Dyer will draft a response to Wychavon DC for circulation to members for comment and approval prior to this being sent. It was agreed that the Parish should be included in discussions regarding development areas and fully consulted prior to press releases that impact upon the Parish. The next full Wychavon DC meeting is due in April and it was agreed that the petition covering the whole Parish needs to be completed by this date. The Clerk will confirm the meeting date.

Cllr. Turvey confirmed the meeting with Fred Davies (Acting Policy Manager SWJCS) on 3<sup>rd</sup> March at 7.30pm at the Parish Hall. Six members of the Parish Council plan to attend this meeting along with Cllr. Adams. Cllr. Adams will invite the SWJCS Wychavon DC representatives to this meeting. Attendees from the Parish Council will meet at 7pm. The letter to Fred Davies circulated prior to the meeting was discussed and agreed. The Clerk will email the letter in view of the 3<sup>rd</sup> March meeting and post a hard copy. Consideration will be given to drawing up a map to depict the green gap that the Parish considers necessary. A discussion took place concerning green belt land. It was considered that the Parish Council is positive and forward looking and does not adopt a 'NIMBY' approach which is evidenced by acceptance of appropriate levels of development in the past e.g. Brockhill. The problems relating to future housing stock are recognised but the levels being planned appear completely excessive. The need to obtain professional/legal advice remains under consideration.

The Southern Link Road dual carriageway work is planned in 2015, with no housing until after this date. It was noted that the Conservative Party plan to abolish regional planning bodies and adopt a 'bottom up' approach to local planning. It was suggested that a communication is circulated to inform Parishioners of the Parish Council concerns and stance regarding the SWJCS and the plans for a petition. The timing of this needs to be agreed and may be most informative once development areas have been clarified and specific sites identified.

Cllr. Turvey referred to the Rural Facilities Survey undertaken in 2007, explaining that whilst our responses were accurate based on the mapped areas being surveyed, the implications of the survey and the use of the information gathered were not made clear. The survey has been used to inform the village categorisation within the SWJCS and the mapped area for the survey for Norton only includes the area surrounding the Church and not the Barracks area. This may not impact hugely on the results, but may reflect the view that appears to have been taken regarding what constitutes Norton within our Parish. Cllr. Turvey will highlight this to the SWJCS to ensure that all constituent villages, hamlets and settlements are fully recognised within our cohesive Parish.

## **8. 2009/33 Flooding Issues**

Cllr. Reeves advised that the contractor has been updated on progress and that he has installed a scheme in Malvern that may be appropriate to our plan. This involves installation of a swale type ditch (c. 3m wide x 0.5m deep) which would remove the need for an underground pipe which would inevitably need clearance/replacement in the future. The contractor has pencilled in September to undertake the work once approved. The Clerk passed the Wychavon DC Flood Alleviation Grant Scheme papers to Cllr. Reeves for completion of the application.

The Clerk reported on outstanding flood related footpath work. Following discussion of the footpath that runs from opposite the school to the rear of St. James Close, it was proposed by Cllr. Reeves, seconded by Cllr. Mrs. Hewison and agreed by all for removal of the broken metal grid 'manhole' cover and replacement with a bespoke cover at a cost of £195. The Clerk will instruct the Shear Perfection.

## **9. 2009/34 Consultation Paper: Communities in Control – Real People, Real Power: Code of recommended practice in local authority publicity**

No Councillors were available to review and comment upon this consultation paper.

## **10. 2009/35 Norton Pre-school**

Cllr. Lucas referred to the additional information regarding these proposals which was circulated prior to the meeting. He advised that Pre-school is looking for acceptance in principle of the proposal to move to a bespoke building erected on land at the Parish Hall, with full details to be investigated, discussed and agreed once the proposal has been accepted in principle. It was suggested to form a committee to discuss the detail and provide reports and recommendations to the Parish Council. Suggested membership was 2 Parish Councillors, 2 members of the Hall Management Committee plus Pre-school representatives. Cllr. Lucas and Cllr. Mrs. Hewison volunteered to join this committee. Pre-school was noted as a desirable facility within the Parish. Cllr. Lucas added that the motivation behind the move is to gain bespoke facilities, not to reduce costs. Legal advice will be sought as necessary e.g. regarding lease agreement.

It was proposed by Cllr. Lucas, seconded by Cllr. Richmond and agreed by all for the Parish Council to agree in principle for Pre-school to erect a bespoke building on land at the Parish Hall, subject to the suggested committee being set up and also subject to agreement of the detail by the Parish Council. The Clerk will draft a letter to Pre-school for approval by Cllr. Turvey.

## **11. 2009/36 Allotments**

**a)** The Clerk summarised the feedback received (circulated with the January agenda). After discussion it was agreed that the Clerk will contact those on the waiting list to establish if they would be prepared to take on a plot on this previously unworked land that may be subject to being water logged. The Clerk will also obtain estimates of costs to prepare the land and provide on-site parking. It was noted that the land is subject to a public footpath. The Clerk will update the local residents.

**b)** The Clerk summarised the feedback received as circulated with the January agenda. After discussion it was agreed that the Clerk will seek quotes and advice upon when best to prune the tree adjacent to plot 1. The Clerk will also seek quotes for installation of 3 French drains, one adjacent to plot 5 and two running either side of the main entrance path. These can be maintained by the Lengthsman. Allotment holders can then dig channels along the side of their plots to run in to the French drains. In terms of plot 26, in view of the public footpath running adjacent to the plot, the allotment holder would need to install either a French drain along the side of the plot or dig a drainage channel c. 1.5m in from the public footpath to remove any trip hazard. The Clerk will provide feedback to the allotment holders.

c) The Clerk read out the letter regarding Pre-school children using part of plot 37. After discussion it was proposed by Cllr. Reeves, seconded by Cllr. Richmond and agreed by all that this would be agreed for a 12 month trial period, subject to children being supervised by Pre-school staff at all times and use would only be permitted during the operational hours of Pre-school, children remain the responsibility of and under the control of Pre-school. The tenancy will still be held entirely by the tenant and the plot must be maintained when Pre-school is closed for holidays. The Clerk will advise the tenant and obtain written confirmation of the arrangement and terms from the tenant and Pre-school prior this commencing.

**12. 2009/37 The Hidage, Littleworth**

a) Matter not discussed as this has not yet been put in writing by the resident.

b) The Clerk advised that following referral of a parking issue at The Hidage to Wychavon DC, the Enforcement Officer has investigated this and advised that there is no breach in planning and that this is a civil matter. It was agreed that the Clerk will update the complainant. In response to the issue raised regarding adoption of The Hidage, the Clerk advised that via Cllr. Adams, an adoption map has been received from Worcs CC which clarifies the adoption status. It was agreed for the Clerk to provide a copy of this map to the enquirers subject to the agreement of Worcs CC.

**13. 2009/38 Parking outside Broomhall Cottages**

The complaint was discussed and it was agreed that the Clerk will contact the police for advice, advise the Clerk at Kempsey Parish Council of the situation (as Broomhall Cottages fall within Kempsey Parish) and update the enquirer.

**14. 2009/39 Bus Service from Hatfield**

The request was discussed. Cllr. Adams advised that over the next few months a questionnaire will be sent to Parish Councils seeking information regarding traffic and transport issues. It was agreed to feed the request received into this consultation. The Clerk will advise the enquirer.

**15. 2009/40 Quotes to Repair and Paint Parish Hall Car Park Gates**

Cllr. Lucas left the meeting. The Clerk read out the quote options. After discussion and in view of the competitiveness of the quote, it was proposed by Cllr. Reeves, seconded by Cllr. Bennett and agreed by all to accept the quote for welding, cleaning and repainting of the three gates and metal fence at a cost of £440, to be financed from reserves. The Clerk will instruct. Cllr. Lucas returned.

**16. 2009/41 Quotes to Modify Allotment Fence to Accommodate a Dog Waste Bin**

Cllr. Adams advised that the scheme to provide dog bins by Wychavon DC may have ceased due to budget cuts. The Clerk will clarify the position.

**17. 2009/42 Quotes for Maintenance of Allotment Hedge opposite Parish Hall**

Only one quote has been received to date. After discussion, the Clerk will pursue further quotes for maintenance of the hedge to a height of 6 feet. It was proposed by Cllr. Mrs. Hewison, seconded by Cllr. Richmond and agreed by all that the Clerk may accept a quote of up to £150 without referral back to the Parish Council. Once the work has been undertaken the Clerk will advise the allotment holder that hedge maintenance is the responsibility of the allotment tenant.

**18. 2009/43 Quotes for Goal Mouth Maintenance**

The suggestions made by current pitch users (circulated with the agenda) and the quotes received were discussed. It was agreed to investigate the suggestions made with the local FA and to obtain quotes for these proposals for the closed season. As a short term measure, the Clerk will ask Mr. Pullen to purchase lawn sand and apply this to the waterlogged goal mouth and centre circle areas to improve drainage and surface levels/firmness. The Clerk will update the current pitch users.

**19. 2009/44 Quotes for Tennis Court Maintenance**

a) The quote received to re-fix the one set of tennis court net posts was discussed and compared to

the cost of the original installation. In view of the trip hazard due to raised tarmac, it was proposed by Cllr. Bennett, seconded by Cllr. Richmond and agreed by all to accept the quote of £483 to undertake this work. This will be financed from reserves. The Clerk will instruct Maurice Moore.

**b) Over-marking of court lines.** Following discussion it was agreed not to proceed at this time due to budget constraints and the non-urgent nature of the work. The Clerk will advise the enquirer.

**20. 2009/45 Quotes for Bus Shelter Maintenance**

The Clerk advised that one quote has now been received for installation of polycarbonate to replace the 7 vandalised windows in the bus shelters in Crookbarrow Road. Acceptance of the £385 quote was proposed by Cllr. Reeves, seconded by Cllr. Bennett and all agreed. The Clerk will investigate claiming on insurance for this work and will arrange the work following installation of the camera in Crookbarrow Road. In the event that a claim is not be made on the Parish Council insurance policy, then this work will be financed from reserves. The Clerk will place a notice in the next newsletter highlighting the cost of recent bus shelter vandalism.

**21. 2009/46 Quotes for Installation of Benches on Grass Verge Church Lane/Crookbarrow Rd**

The quote received for bench installation was discussed. To ensure competitiveness, the Clerk will obtain further quotes. It was proposed by Cllr. Reeves, seconded by Cllr. Richmond and agreed by all that the Clerk may accept a quote of up to £250 without referral back to the Parish Council.

**22. 2009/47 Annual Insurance Renewal**

The existing cover was reviewed and agreed as adequate. The Clerk will obtain a quote to enable consideration to be given to insurance of the tennis court equipment.

**23. 2009/48 Parish Council Website**

After discussion it was agreed for all members of the Parish Council to review the website at [www.worcestershire.gov.uk/MyParish](http://www.worcestershire.gov.uk/MyParish) clicking on 'N' and then selecting NJK parish. The site for Chaddesley Corbett Parish Council has been fully populated as part of the pilot and provides an example of what our site could look like. Content of our website will be reviewed for agreement at the next Parish Council meeting.

**24. 2009/49 Parish Council Bank Accounts**

After discussion, it was proposed by Cllr. Bennett, seconded by Cllr. Mrs. Hewison and agreed by all for the Clerk to use telephone banking to access account information and manage the accounts, including transfers between Parish Council bank accounts. The existing account signatory arrangements will remain unchanged.

**25. 2009/50 Calor Village of the Year Competition**

Cllr. Lucas explained the competition and the level of prize money (c. £300 for the winner). Cllr. Lucas offered to complete the entry form which will be circulated for comments. This was agreed.

**26. 2009/51 Finance**

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

Accounts for Confirmation:

<b>Creditor</b>	<b>Detail</b>	<b>Amount £</b>
Southern Electric	Regiment Close street lighting Jan/Feb 2009	38.60
Security Patrol Services	Locking of Parish Hall gates 12/1/09 to 8/2/09 (Invs. 13920, 13944, 13967 & 13991)	112.72
Duplikate	Parish Plan Community Spirit Leaflets	195.00
O.H.M.S Ltd	Annual mower service and parts	197.55
Chloe Bitcon	Donation towards Girl Guide Centenary trip	50.00

P. Skeys	Lengthsman work Jan & Feb	315.00
	<b>TOTAL</b>	<b>908.87</b>

Accounts for Payment:

<b>Creditor</b>	<b>Detail</b>	<b>Amount £</b>
John Stallard & Co	Professional charges and paid disbursements re Parish Council land ownership registration	1,115.52
Mrs C. McGovern	Reimbursement for refreshments for after Panto party	33.73
Mrs J. Greenway	Honorarium Feb 2009	753.56
Mrs J. Greenway	Expenses Feb 2009	67.77
	<b>TOTAL</b>	<b>1,970.58</b>
	<b>GRAND TOTAL</b>	<b>2,879.45</b>

b) After discussion, it was proposed by Cllr. Reeves, seconded by Cllr. Lucas and agreed by all that £50 will be donated towards the cost of the Guides and Young Leaders trip to the Czech Republic. The Clerk will arrange.

**27. 2009/52 Correspondence for Information**

See Appendix 1 for a list of correspondence received. The Clerk brought the following correspondence to the attention of the Council: extension of the 40 mph speed limit along the B4084 (in line with request from Parish Council) and Worcs CC street lighting initiative (Clerk to obtain estimate of costs for next Parish Council meeting).

Agenda item 7 SWJCS was discussed at this point in the meeting.

Cllr. Bennett gave his apologies and left at 10.50pm.

**28. 2009/53 Clerk's Report on Urgent Decisions since the Last Meeting**

The Clerk advised that there was nothing further to report other than those items already discussed during the meeting.

**29. 2009/54 Items for Update to Local M.P.**

Mr. Dyer and Cllr. Adams are arranging a meeting with Peter Luff M.P. The Clerk read out Mr. Luff's response to the recent Parish Council letter and it was agreed that the Clerk would respond to the query raised regarding comments in Mr. Luff's report in the Winter edition of the Parish Council newsletter.

**30. 2009/55 Councillors' Reports and Items for Future Agenda**

Cllr. Bennett provided background to the British Legion Poppy Fund and reported on the collection for 2008. The British Legion will be writing to the Parish Council to seek a donation. The Clerk will add consideration of the Worcs CC street lighting initiative to the next agenda. Cllr. Lucas suggested the possibility of archiving local historic photos held by a parishioner using digital photography with copies held by the Parish Council. The Clerk will add to the March agenda.

**31. 2009/56 Date of Next Meeting – Thursday 26th March 2009**

The meeting closed at 11.05pm.

<b>Correspondence Received for 26<sup>th</sup> February 2009 Parish Council Meeting</b>	
<b>Sender</b>	<b>Subject</b>
Barton Willmore	Timetable re planning application to develop land east of M5, south of J6 for employment
CALC	Updates on various issues. Invitation and agenda for CALC Wychavon Area Meeting – 4 <sup>th</sup> March 7.30pm at Civic Centre, Pershore
Caloo	Outdoor fitness equipment
Community First	Calor Village of the Year Competition
Community First	Newsline newsletter Feb09
CPRE	RSS examination in public preliminary meeting and Housing Technical Seminar
Dept for Children, Schools & Families	Managing Risk in Play Provision: Implementation Guide
Iain Selkirk	Internal Auditor letter of appointment
Janet Long (Guide Leader)	Request for a donation towards cost of trip for guides and young leaders to the Czech Republic in August 2009.
Mrs. Radford	Request for fully supervised Pre-school children to make use of a small area of plot 37 for planting
Parish Plan – NJK Our Future	Agenda for meeting on 23 <sup>rd</sup> February
Pershore High School	Newsletter Jan/Feb09
Peter Luff M.P.	Response to our letter dated 11 <sup>th</sup> February
Peter Morgan	Environmental Permit application for the EnviroSort
RoSPA	Annual play area inspection date – March 09
Rural Services Community	Weekly e-newsletters
Rural Services Network	Membership
Safe & Sound Playgrounds	Newsletter
Shear Perfection Ltd	Quotes: – Clearance work at churchyard – Installation of benches on grass verge Crookbarrow Rd/Church Lane
Smart Cut Ltd	Newsletter Jan09
Soc. Local Council Clerks	Invitation to Regional Conference & re-launch of reformed Worcs branch
St. Richard's Hospice	Fundraising - ShareGift
SWJCS	Suggested changes and ongoing consultation
Worcs CC	Extension of 40 mph speed limit along B4084, to extend to beyond the railway bridge after Woodbury Lane. Comments by 6 <sup>th</sup> April.
Worcs CC	Highways News Feb 2009
Worcs CC	Pershore Area Forum - 26 <sup>th</sup> March, Pershore Town Hall, 7pm
Worcs CC	Records Office depositor evening – 10 <sup>th</sup> March 7-9pm
Worcs CC (via CALC)	Joint Municipal Waste Management Strategy for Herefordshire & Worcestershire
Worcs Telecare	Newsletter
Wychavon Community Action Partnership	Pershore Volunteer Centre newsletter and planning for success in funding. Volunteering Forum 17 <sup>th</sup> March
Wychavon DC	'Game On' Sports Development newsletter
Wychavon DC	Advert for a member of the Independent Remuneration Panel (by 20 <sup>th</sup> Feb)
Wychavon DC	Flood Alleviation Support Grant Scheme (applications by 30 <sup>th</sup> April)
Wychavon DC	Planning approval notice: – W/08/3204: 10 Wadborough Rd – demolition of existing garage and erection of single storey side and rear extension incl. new garage – W/08/2815: SHM, Church Lane – proposed workshop – W/08/2902: SHM, Church Lane – Proposed extension of car parking storage area by filling up of the existing clay pit/lake with inert material (topsoil and subsoil) to create surfaced and drained parking area.
Wychavon DC	Planning Decision Notices to be emailed with effect from 23 <sup>rd</sup> February
Wychavon DC	Provision of printing/photocopying services

Wychavon DC	Wychavon Bursary Award winner John Maughan (nominated by Hartlebury P.C.)
Wychavon Sport	Invitation to join the 2009 Wychavon Parish Games

Notes from the Public Question Time Prior to the Parish Council Meeting

No members of the public attended.

Mr. Clive Corbett, Head Teacher at Pershore High School attended the meeting to provide details of facilities available to the wider community as follows.

Opportunities within School

- Available to all members of the catchment area
- Charges levied only to cover costs
- Sports facilities (widely used)
- Technology and IT facilities
- Halls
- Training/conference room
- Adult education opportunities (exam entry fee)

Opportunities at Outdoor Education Centres

- Worcs CC is seeking more income from Outdoor Education Centres e.g. Malvern and Upton Warren
- A County bursary is available each year which is mainly utilised by schools, but local organisations working with children can apply for funding for organised trips to the Outdoor Education Centres. This funding is available to subsidise/fund such trips. Applications should be sent to Mr. Corbett before the end of March.
- Letters have been sent to schools regarding the above, with responses requested by April.
- Bishops Wood falls within this umbrella and may be appropriate for Pre-schools.

Mr. Corbett was thanked attending.