

To Members of the Norton-juxta-Kempsey Parish Council

You are duly summoned to attend the next meeting of Norton-juxta-Kempsey Parish Council to be held at 7.45pm on Thursday 26th October 2023 at Norton Parish Hall, Littleworth.

Public Question Time: From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting at 7.45pm. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting.

Agenda

- 1. Apologies: To receive apologies and to approve the reason for absence** **7.45pm**
- 2. Changes to membership**
To consider co-option to fill current Parish Councillor vacancy.
- 3. Declarations of Interest**
 - a. Register of Interests: Councillors are reminded of the need to update their register of interests and to return their Register of Interests Form to the Monitoring Officer within 28 days of taking office.
 - b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d. Written requests for granting of a dispensation (S33 Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
- 4. Minutes (Chairman)** **7.50pm**
 - a. To consider adoption of minutes of the Parish Council Meeting held on 28 September 2023
 - b. Review of minute action summary
- 5. Progress reports (for information, reporting by exception)** **8.05pm**
 - a. District Councillor Report (Cllr Adams and Cllr Mrs Turier)
 - b. County Councillor Report (Cllr Mrs Robinson)
 - c. Finance (Responsible Finance Officer)
 - i. Balances
 - ii. Monthly accounts/bank reconciliation to 30 September 2023
 - d. Social Media/Website Communications (Cllr Pollard)
 - e. West Mercia Police/PACT/Anti-social Behaviour (Police/Cllr Job)
 - f. St. James the Great Church, Norton
- 6. Community Apiary (Apiary Group)** **8.25pm**
To consider update and actions.
- 7. Parish Green Spaces Working Group (Cllr Fincher)** **8.30pm**
To consider update from working group and actions.
- 8. Public Rights of Way (PRoW) (Cllr Fincher/Clerk)** **8.40pm**
To consider update and Worcestershire County Council proposals for PRoW maintenance from 2024/25 onwards.
- 9. Worcestershire County Council - Tree Warden Scheme (Cllr Fincher)** **8.50pm**
To consider seeking a volunteer Tree Warden
- 10. Open Space/Verge, Highways and Drainage Matters (Cllr Fincher/Cllr Arrow/Clerk)** **8.55pm**
To consider update incl. Active Travel Corridor (ATC), Parish Council representatives attending a WCC Full Council Meeting to highlight ATC deficiencies and the lack of action to improve these, Barracks curtilage wall repairs and extension of parking restriction period (single yellow lines Wadborough Road, Littleworth).
- 11. Sentry Statue (Cllr Job)** **9.05pm**
To consider landscaping update.
- 12. Norton Connector (Cllr Waizeneker)** **9.10pm**
To consider update.
- 13. Planning (Cllr Richmond/Cllr Fincher/Cllr Waizeneker)** **9.15pm**
 - a. To consider report on current applications and complaint received in connection with applications W/23/00991/TDC5 and W/22//02549/PIP.
 - b. To consider other planning matters (incl. those associated with the SWDP Review/Parkway Garden Town proposals) and utilisation of Community Infrastructure Levy (CIL) payments.

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| 14. Parish Council Owned Land (Cllr Fincher/Clerk) | 9.25pm |
| To consider tree survey report and recommendations. | |
| 15. Allotments (Cllr Richmond/Assistant Clerk) | 9.35pm |
| To consider update. | |
| 16. Parish Hall Recreation Facilities and Outside Space (Cllr Fincher) | 9.40pm |
| To consider update incl. playing field drainage proposals/quotes (baseball area), slab maintenance, landscaping around conifer stumps/stump carving quotes, Hall rainwater outflow system, playing field stump grinding quote (corner of field), open air gym proposals, Sovereign Play inspection outcome and report and use of Parish Information Board. | |
| 17. Parish Defibrillators (Cllr Stafford) | 9.55pm |
| To consider update regarding installation of defibrillator within the Brockhill area of the Parish. | |
| 18. Parish Hall (Cllr Fincher – Parish Council Chairman & Chair of the Hall Trustees) | 10.00pm |
| To consider Parish Council representative report. | |
| 19. Worcester Norton Sports Club/Worcester Norton Community Interest Company | 10.05pm |
| To consider update from Parish Council WNCIC representative (Cllr Fincher). | |
| 20. Santa Sleigh Visit (Cllr Dawson) | 10.10pm |
| To consider update and funding/volunteers to assist. | |
| 21. Employment Matters (Chairman/Clerk) | 10.15pm |
| To consider any matters/updates. | |
| 22. Remembrance Sunday – 12th November (Cllr. Fincher) | 10.20pm |
| To consider arrangements. | |
| 23. Parish Council Newsletter (Clerk) | 10.25pm |
| Content for the winter newsletter required by close of 7 November. | |
| 24. Neighbourhood Plan Parish Aspirations Document (Cllr Arrow/Cllr Pollard/Cllr Waizeneker) | |
| To receive update regarding quarterly review due. | |
| 25. Policies (Chairman/Clerk) | 10.35pm |
| To adopt the Council's policy on camping on the Parish Hall playing field. | |
| 26. Finance (Chairman/Responsible Finance Officer) | 10.40pm |
| a. To consider payments to be made/confirmed. | |
| b. To consider a signatory change to Parish Council bank mandate. | |
| 27. Correspondence for Information (Chairman) | 10.45pm |
| Items of correspondence will be available for inspection at the meeting. | |
| 28. Clerk's report - Urgent Decisions & Expenditure Delegation since last meeting (Clerk) | |
| 29. Items for update to local M.P. (Chairman) | |
| To consider any items for communication. | |
| 30. Councillors' reports and items for future agenda (Chairman) | |
| Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. <u>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</u> | |
| 31. Date of next Parish Council Meeting | |
| 30 November 2023 | |

Signed

Jane Greenway

Mrs Jane Greenway, Clerk to Norton-Juxta-Kempsey Parish Council
19 October 2023

PLANNING APPLICATIONS – October 2023

	<u>Application</u>	<u>Description of Proposal</u>
<u>Approvals:</u>	Grange Farm, Hatfield Lane W/23/01088/HP	Retrospective planning to replace fire damaged outbuilding: carport/garage/storage. Parish Council does not support due to application being retrospective.
<u>Refusals:</u>	None	
<u>Awaiting Decision:</u>	Land At (Os 9017 5117), Mucknell Farm Lane, Stoulton W/22/01955/FUL	Development of a 1MW solar farm and associated infrastructure. Parish Council objects.
	Norton House Farm, Woodbury Lane, Norton W/22/01543/FUL	Conversion of barns/storage buildings to 3 No. dwellings and construction of a domestic car garage and bin store. Parish Council objects.
	Woodbury Holdings, Woodbury Lane, Norton W/23/00991/TDC5	Technical Details Consent following Permission in Principle approval (22/02549/PIP) for one self-build dwelling. Parish Council objects.
	Longbarn House, Hatfield Lane W/23/01295/HP	Erection of an Oak Framed Garden Room. Parish Council supports.
	Retreat Inn, Woodbury Lane, Norton W/23/01207/FUL	Replacement barn and 3 no. 1 bedroomed log cabins and 4 no. touring bays, 2 no. tent bays and a toilet block. Parish Council objects.
	Norton Hall Lodge, Persore Road, High Park W/23/01642/HP	Loft conversion with rear dormer, infill of canopy areas with internal alterations and front boundary wall with new gate.
	Rockilla, Hatfield Bank, Norton W/23/01707/FUL	Erection of a live/work unit and associated works. Parish Council objects.
	Land At (OS 8659 5192), Yew Tree Court, Norton Road, Norton W/23/01836/FUL	Construction of 2 No. dwellings. Parish Council comments submitted.
<u>Internal Consultation:</u>	Grange Farm, Hatfield Lane W/23/01987/FUL	Erection of agricultural barn (retrospective).
<u>Other:</u>	Planning Inspectorate Ref: APP/H1840/W/23/3321573 Land At (OS 8732 5164) Church Lane Norton W/22/01835/PIP	Permission in Principle for up to 4 dwellings. Parish Council objects.