

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 24th March 2016** 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. Signing of Outstanding Undertakings and Declarations of Office**
- 3. Changes to membership**
- 4. Declarations of Interest**
 - a. Register of Interests: Re-elected Councillors are reminded of the need to update their register of interests and newly co-opted Councillors are required to complete and return the Register of Interests Form to the Monitoring Officer within 28 days of their co-option.
 - 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.
- 5. Minutes:** To consider adoption of minutes of Parish Council meeting held on 25th February 2016.
- 6. Progress reports for information** **7.55pm**
 - a. District and County Councillor Report (Cllr. R.C. Adams)
 - b. Finance (Responsible Finance Officer)
 - i. Balances and s137 expenditure
 - ii. Monthly accounts/bank reconciliation to 28th February 2016
 - c. West Mercia Police and PACT (PCSO Pardoe/PCSO Tinkler/PC Acaster/Cllr. Sparling)
To receive an update relating to the SmartWater initiative.
 - d. St. James the Great Church, Norton (Rev. Don Sloggett)
Also see agenda item 23.
- 7. Annual Risk Assessment and Review of Fixed Asset Register (Clerk)** **8.05pm**
To review and approve annual Risk Assessment and Fixed Asset Register.
- 8. Reserve Levels (Cllr. Fincher/Clerk)** **8.10pm**
To review the current Reserve Policy.
- 9. S106, New Homes Bonus and other Funding Opportunities (Cllr. Fincher/Clerk)** **8.15pm**
To consider funding opportunities and suggested projects for funding.
- 10. Current Planning Applications (Cllr. Richmond/Cllr. Fincher)** **8.25pm**
To consider report on current applications.
- 11. South Worcs Development Plan and Associated Matters (Cllr. Fincher)** **8.30pm**
To consider any update and actions, including current consultations on draft Affordable Housing Supplementary Planning Document and Traveller and Travelling Showpeople Site Allocations Development Plan Documents (Preferred Options). Comments due by 25th April 2016.
- 12. AVL Proposals for Development of Land adjacent to Norton Road (Cllr. Fincher)** **8.40pm**
To consider proposals and feedback from residents.
- 13. Development on Land adjacent to St. Peters Garden Centre (Cllr. Fincher/Clerk)** **8.50pm**
To consider update including adoption matters, future verge ownership/maintenance responsibilities, outstanding remedial work and actions.
- 14. Worcester Parkway Station (Cllr. Fincher)** **8.55pm**
To consider any update and actions.
- 15. Severn Trent Sewerage Scheme and Associated Matters (Working Group/Clerk)** **9.00pm**
To consider update including contract wording and land registration.

- 16. Employment Matters** (Cllr. Fincher/Clerk) **9.05pm**
 a. To consider update regarding employment of an Assistant Clerk.
 b. To consider update regarding Pensions auto-enrolment.
 c. To consider payment to groundsman and litter picker in lieu of holiday entitlement not taken.
- 17. Parish Hall Recreation Facilities Project** (Cllr. Dawson/Clerk) **9.15pm**
 To consider annual safety inspection (report previously circulated) and groundsman training.
- 18. Parish Hall Car Park/Playing Fields/Outside Space** (Working Group/Clerk) **9.20pm**
 To consider football team update, maintenance work to Parish Hall grounds, playing field drainage, Pre-school container relocation and quotes received.
- 19. Parish Hall** (Cllr. Fincher/Cllr. Dawson) **9.30pm**
 To consider report from landlord representatives and a contribution towards Hall hire costs for a community event.
- 20. Norton Pre-school** (Cllr. Fincher/Clerk) **9.40pm**
 a. To consider update regarding change in constitution/ownership, implications and actions.
 b. To consider request for Pre-school to undertake improvements to the area used by Forest School.
- 21. Allotments** (Cllr. Brooker/Clerk) **9.45pm**
 To consider update on billing, reallocation of plots, installation of mains water to 'garage side' of the allotments, feedback from allotments meeting and future rent levels.
- 22. Public Rights of Way** (Cllr. Fincher/Clerk) **9.55pm**
 To consider update following meeting with WCC Footpaths Officer, Parish Paths Partnership (P3) Scheme application for 2016/17 (due by 29th April) and public right of way maintenance for 2016.
- 23. St. James the Great Church** (Cllr. Fincher/Cllr. Dawson) **10.00pm**
 To consider update following meeting regarding Heritage Lottery Grant.
- 24. Kempsey Pre-Submission Neighbourhood Development Plan** (Clerk) **10.05pm**
 To consider consultation and the Council's response (due by 30th April).
- 25. 382 Bus Service** (Clerk) **10.10pm**
 To consider update regarding meeting with WCC to discuss current and future service provision.
- 26. Worcester Norton Sports Club** (Cllr. Fincher) **10.15pm**
 To consider update relating to WNSC redevelopment plans and associated matters.
- 27. Highways and Drainage Matters** (Cllr. Fincher/Mr. Reeves/Clerk) **10.20pm**
 a. To consider update regarding parking at school times in Littleworth.
 b. To consider update regarding Church Lane hedge maintenance.
 c. To consider recent highway flooding within the Parish and actions.
 d. To consider any update regarding the watercourse adjacent to the garden centre/Sobroan Close.
- 28. Lengthsman Scheme** (Cllr. Fincher/Clerk) **10.25pm**
 To consider membership of the Worcs CC Lengthsman Scheme for 2016/17.
- 29. Salamanca Drive Grass Bank** (Clerk) **10.30pm**
 To consider feedback received from residents.
- 30. Refurbishment of the War Memorial** (Cllr. Fincher/Clerk) **10.35pm**
 To consider quotes received for refurbishment work and funding of work.
- 31. Notice Boards** (Clerk) **10.40pm**
 To received update regarding supply and installation of the new Crookbarrow Road notice board and maintenance of notice board outside school.
- 32. World War I Centenary** (Cllr. Mrs Way-Vautier/Clerk) **10.45pm**
 To consider update on activities, proposals for information boards and any required actions.
- 33. Badges and Identity Cards for Parish Councillors** (Cllr. Hughes/Clerk) **10.50pm**
 To consider update on badges and provision of ID cards for Parish Councillors.
- 34. Wychavon Parish Games 2016** (Clerk) **10.55pm**
 To consider invitation to participate in the Wychavon Parish Games
- 35. Norton Charities** (Clerk) **11.00pm**
 To consider reappointment of the existing Parish Council appointed Trustees.
- 36. Finance** (Chairman) **11.05pm**
 a. To consider payments to be made/confirmed as on list attached.
 b. To consider a donation to Norton Theatre Group to cover the cost of the portaloos for the pantomime (£120)
 c. To consider a donation to NJK CE First School to assist with swimming transport costs.
 d. To consider renewal of NALC Local Council Review subscription (£17)

- 37. Correspondence for Information** (Chairman/Clerk) **11.10pm**
The attached appendix of items will be available for inspection at the meeting.
- 38. Clerk's report on Urgent Decisions since the last meeting** (Clerk) **11.15pm**
- 39. Items for update to local M.P.** (Chairman)
To consider any items for communication.
- 40. 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. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
- 41. Date of next meeting**
28th April 2016

Signed

Jane Greenway

Mrs Jane Greenway

Clerk to Norton-juxta-Kempsey Parish Council

18th March 2016

PLANNING APPLICATIONS – March 2016

Approvals

**Winnells Farm, Church Lane,
Norton. Ref: W/15/02627/PP**

New build detached annexe accommodation. Parish does not support.

**Land at Broomhall Way
Worcester City Ref: P15L0319**

Use of land for car boot sales to be held on more than 14 days per year. Parish submitted comments re parking and limitation on dates.

Refusals - None

Awaiting Decision

**Land to the south of the City of
Worcester, Bath Road. Malvern
Hills DC Ref: W/13/00656/OUT
Welbeck Land**

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.

**Land north of Taylors Lane, south
of and part north of A4440
Broomhall Way, Worcs.
Malvern Hills DC Ref: W/13/01617
St. Modwen Developments**

Outline application with all matters reserved except for access, for a mixed use development comprising residential development up to 255 dwellings, employment (B1) (b and c), B2 and/or B8, access, footpath, cycleways and highway infrastructure, pedestrian/cycle bridge over A4440, public open space, landscaping and associated development and drainage.

**Land adjacent to Lobelia Close,
Cranesbill Drive, Broomhall Green
and the A4440 Broomhall Way
Worcester City Ref: P13A0617
St. Modwen Developments**

Erection of pedestrian/cycle bridge over A4440 Broomhall Way to facilitate access to a mixed use development comprising of up to 255 dwellings and employment (B1) (b and c), B2 and/or B8, on land between Taylors Lane and the A4440 Broomhall Way.

**Middle Battenhall Farm
Worcester City Ref: P13B0632
Miller Homes**

Outline planning application for the construction for up to 200 dwellings, open space, new vehicular junction and access and associated infrastructure

**Land at Broomhall Way
Worcester City Ref: P14L0266**

Outline planning permission for the erection of up to 103 dwellings with all matters reserved, excluding access. Parish supports subject to revision of application.

**Land at Broomhall Way
Worcester City Ref: P14L0266
(amended application)**

Outline matters application for the erection of up to 81 dwellings with all matters reserved, excluding access.

**Land at Woodbury Lane, Norton
Ref: W/15/02133/PN**

Resubmission of planning application W/14/00719/PN – proposed erection of an industrial building and associated infrastructure, parking, access, SuDs and landscaping to accommodate relocation of Molten Metal Products. Parish does not support.

**Land adj. Pattann Bungalow,
Abbotswood, Littleworth
MHDC Ref: 16/00008/FUL**

1 no. 4 bed house. Parish does not support.

**Birch House, 48 Wadborough Road,
Littleworth. Ref: W/15/000347/PP**

Attached garage. Revised proposal for W/15/02318. Parish supports.

**The Conifers, 14 St James Close
Littleworth. Ref: W/15/03262/PP**

Shed (retrospective). Parish supports.

Internal Consultation

**4 Orchard Grove, Littleworth
Ref: W/16/00555/PP**

Erection of summer house in back garden and removal of existing shed.

**Granary Barn House, Hatfield Lane,
Norton. Ref: W/16/00548/PP**

Single storey rear extension and alterations to fenestration and chimney (resubmission of W/15/01461/PP).

**Maple Cottage, Hatfield Bank,
Norton. Ref: W/16/00605/PP**

Conversion of existing detached garage into a 3 bedroom annexe including new doors, windows and additional dormer on front elevation.

Other

Appeal re Tree Preservation Order application decision:

**19 Salamanca Drive, Norton
TPOA/15/040**

Removal of tree from TPO protected tree from grass verge adjacent to property.