

## 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 29<sup>th</sup> November 2018** 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 any applications for co-option.
- 3. 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.
- 4. Minutes (Chairman)**
  - a. To consider adoption of minutes of the Parish Council meeting held on 25<sup>th</sup> October 2018.
  - b. Review of minute action summary.
- 5. Progress reports for information** **7.55pm**
  - a. District and County Councillor Report (Cllr. Adams)
  - b. Finance (Responsible Finance Officer)
    - i. Balances and s137 expenditure
    - ii. Monthly accounts/bank reconciliation to 31<sup>st</sup> October 2018
    - iii. 2017/18 financial year end and annual audit process
  - c. West Mercia Police and PACT (Police/Cllr. Kelly)
  - d. St. James the Great Church, Norton (Rev. Badger)
- 6. 2019/20 Budget and Precept** (Cllr. Fincher/Responsible Finance Officer) **8.10pm**
  - a. To consider the process, timescales and matters relating to production and agreement
  - b. To consider quotes received for 2019/20 Parish maintenance and public rights of way work
  - c. To consider projects and other additional items of expenditure for inclusion in the 2019/20 budget
- 7. The General Data Protection Regulation (GDPR)** (Clerk/Cllr. Kelly) **8.15pm**

To receive update regarding the action plan to achieve compliance.
- 8. Planning** (Cllr. Richmond/Chairman) **8.20pm**
  - a. To consider report on current applications.
  - b. To consider SWDP update, SWDP Review Issues and Options consultation and Council response (due by 5pm 17 December).
- 9. Reports of Anti-Social Behaviour** (Chairman/Clerk) **8.30pm**

To consider update on anti-social behaviour matters.
- 10. Parish Hall Car Park Resurfacing** (Car Park Resurfacing Group) **8.35pm**

To consider update and quotes for ancillary works and any refined specification.
- 11. Parish Hall Recreation Facilities and Outside Space** (Clerk) **8.45pm**

To consider reports/updates/actions, including replacement of play area gates/self closers.
- 12. Norton Pre-school** (Chairman/Clerk) **8.50pm**

To consider update regarding draft lease.
- 13. Worcester Parkway Station** (Chairman/Cllr. Turvey) **8.55pm**

To consider update/actions, including Parkway Active Travel Corridor proposals and station name.
- 14. Southern Link Road Works & Crossing Points** (Chairman/Cllr. Turvey) **9.00pm**

To consider update and actions, including bridge installations.

- 15. Public Open Space/Verge Maintenance, Highways and Drainage Matters** (Chairman) **9.05pm**  
To consider updates and actions, including replacement/servicing of Parish Council strimmer.
- 16. Neighbourhood Plan** (Cllr. Lucas) **9.10pm**  
To consider update from working group, discussion re ‘indicative housing requirement’, terms of reference and external funding bids.
- 17. Employment Matters** (Chairman/Clerk) **9.15pm**  
To consider any updates, reports and actions.
- 18. Allotments** (Cllr. Kelly) **9.20pm**  
To consider update and actions.
- 19. Public Rights of Way** (Cllr. Turvey – Parish Paths Warden) **9.30pm**  
To consider update and actions, including improvement of bridleway to Stonehall Common.
- 20. Bus Services/Littleworth Bus Shelter** (Chairman/Clerk) **9.40pm**  
To consider update, bus shelter maintenance costs and actions.
- 21. Parish Hall** (Cllr. Fincher – Parish Council Chairman and Chair of the Hall Trustees) **9.50pm**  
To consider report from Parish Council representative.
- 22. The Norton Worcestershire Regiment Group** (Chairman/Clerk) **9.55pm**  
To consider update, draft New Homes Bonus/Sentry statue application prior to submission and a Parish Council representative to attend the Localism Panel meeting on 21 January 2019.
- 23. Worcester Norton Sports Club** (Chairman) **10.00pm**  
To consider any update and actions relating to WNSC redevelopment plans/associated matters.
- 24. Parish Council Owned Lands** (Chairman) **10.05pm**  
To consider update, quotes received and actions.
- 25. The Wychavon Chairman’s Diamond Jubilee Community Recognition Award 2018/19** **10.15pm**  
To consider nominations (21 December).
- 26. Finance** (Chairman) **10.20pm**
- a. To consider payments to be made/confirmed.
  - b. To consider renewal of Society of Local Council Clerks membership at a cost of £175.
- 27. Annual Parish Meeting 2019** (Clerk) **10.25pm**  
To consider date for 2019 Annual Parish Meeting
- 28. Correspondence for Information** (Chairman/Clerk) **10.30pm**  
Items of correspondence will be available for inspection at the meeting.
- 29. Clerk’s report - Urgent Decisions & Expenditure Delegation since last meeting** (Clerk) **10.35pm**
- 30. Items for update to local M.P.** (Chairman)  
To consider any items for communication.
- 31. 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.
- 32. Dates of next and 2019 meetings**  
24th January, 28th February, 28th March, 25th April, 16th May (Annual Meeting), 27th June, 18th July, 26th September, 24th October and 28th November. Annual Parish Meeting: to be agreed.

Signed

*Jane Greenway*

Mrs Jane Greenway  
Clerk to Norton-Juxta-Kempsey Parish Council  
23<sup>rd</sup> November 2018

## PLANNING APPLICATIONS – November 2018

### Approvals

**39 Mandalay Drive, Norton**  
**Ref: W/18/01906/HP**

Two storey rear extension. Parish supports subject to conditions.

### 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. Additional Information Jan 2018: ecology update. Approved with s106 agreement outstanding.

**Land adj. to Lobelia Close, Cranesbill Drive, Broomhall Green & A4440 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

### Internal Consultation - None

### Other - None