

Norton CMRF Community Liaison Group

**Inaugural Meeting
Monday 24th September 2007, 7pm**

Education Room, Hill and Moor MRF

In attendance:

Cllr Derek Prodger MBE (Chair)	Cabinet Member for Environment
Cllr Rob Adams	Local Member
Ian Barber	Severn Waste Services
Fernando Capelastegui	Severn Waste Services
Paula Arrow	Norton Hall Nursing Home
Doug Lucas	Norton-Juxta-Kempsey Parish Council
Mike Reeves	Norton-Juxta-Kempsey Parish Council
Bob Marchant	Stoulton Parish Council
Martin Baker	Whittington Parish Council
Tony Aston	Woodbury Park Residents Association
Peter Morgan	Woodbury Park Residents Association
Ian Holebrook	Worcestershire County Council
Richard Woodward	Worcestershire County Council

Also present:

Jack Hegarty	Wychavon District Council
Martyn Hencher	Worcestershire County Council

1. Welcome by Severn Waste Services, and introductions

1.1 Ian Barber welcomed the members to the inaugural meeting of the Community Liaison Group (CLG) for the Commingled Materials Reclamation Facility (CMRF) at Norton.

2. Chairman's introduction

2.1 Cllr Derek Prodger MBE invited members to introduce themselves to the Group.

3. Terms of reference

3.1 Draft terms of reference were distributed at the meeting and a discussion ensued, featuring the following main points:

3.2 a) Why we are here

3.3 It was clarified that in 1a), "development of the CMRF" would initially mean construction and commissioning. The operation and conduct of the site were covered in 1b).

3.4 **b) How we will share information**

3.5 Cllr Prodger outlined the importance of sharing information, and that this was a two-way process. Mike Reeves asked that updates on progress be given in the form of a written report distributed a week in advance to give members adequate chance to digest and understand the content.

3.6 Bob Marchant asked that the Group tackle residents' existing concerns, as given at the planning meeting. Jack Hegarty stated that a number of these concerns were reflected in the planning conditions. Doug Lucas felt that it was important for the Group to translate the planning conditions into a more understandable form for residents, and asked that the Group be given the opportunity to discuss the interpretation of the conditions. Cllr Prodger agreed to talk to Mark Middleton in Planning regarding this.

**Derek
Prodger**

3.7 Cllr Rob Adams stated that there was a broader interest among parishes not present at the meeting, such as Drakes Broughton. It was agreed that minutes be sent to these parishes, and to local MPs Peter Luff, Mike Foster and Sir Michael Spicer.

**Martyn
Hencher**

3.8 Members were asked to consider who ought to be sent minutes so that a mailing list could be compiled.

All

3.9 Worcestershire County Council and Severn Waste Services would both be putting the minutes of the meeting on their websites. The parishes were asked to consider how they would feedback to their own residents. Options to explore included existing or bespoke parish newsletters and the Wychavon magazine.

3.10 It was suggested that Worcestershire County Council and Severn Waste Services have a dedicated webpage for a range of information, rather than just minutes. It was noted that this should be a supplement to village newsletters, which would be the most important means of communication.

**WCC /
SWS**

3.11 Ian Barber envisaged that the Group would be dealing with fairly routine matters interspersed with occasional key periods. Severn Waste would be happy to pay for advertorials in local free newspapers on behalf of and approved by the Group on big issues.

3.12 **c) Conduct of meetings**

3.13 There was general agreement that the conduct of the meeting would be a satisfactory model for future meetings.

3.14 Mike Reeves expressed concern over the Chair being held by either Worcestershire County Council or Severn Waste Services. Some members indicated that a more neutral Chair might be preferable.

ACTION

- 3.15 It was noted that the Hill and Moor CLG is chaired by the local Member and that this was the model that had been proposed for the Norton CLG.
- 3.16 The Group agreed that the issue of the Chair be reviewed at the next meeting.
- 3.17 Jack Hegarty was proposed as Chair. However, Jack is attending the meetings in the capacity of independent observer and therefore felt that he should not chair the meeting. Jack Hegarty and Cllr Rob Adams would discuss the matter.
- 3.18 It will be important for the members of the Group to talk and work collectively.
- 3.19 Other bodies, such as the Environment Agency, would be invited to attend the meetings where issues relevant to them were being discussed.

**For
Agenda**

**Jack
Hegarty /
Rob
Adams**

4. Future meetings

- 4.1 The frequency of future meetings would need to allow sufficient time to assemble information and resolve questions, as well as preparing and distributing minutes.

5. Update on the project

- 5.1 The planning permission cannot be changed. Copies were distributed at the meeting. Planning conditions can be divided into three types:
- Conditions precedent – these have to be completed before development can start. Work is currently in progress to discharge these.
 - Pre-occupation conditions – these include environmental issues, such as establishing operational protocols for controlling dust and odour. Some of these issues are also covered under the Waste Management Licence.
 - Absolute conditions – these include such things as limits on the tonnages processed at the site, operating hours etc.
- 5.2 Severn Waste Services is focussing first on the conditions precedent on highways and access. The direct access was unchanged from the outline permission granted by Wychavon District Council in 2004. The Company is now required to make a submission on the detailed design, which must be vetted by Worcestershire Highways, and work carried out by a Council-approved contractor.
- 5.3 Severn Waste is also making submissions under section 278 of the Highways Act 1980, in accordance with Planning Condition 3. These are contributions towards traffic mitigation, such as moving the signage. It is proposed to make these submissions within a couple of weeks.
- 5.4 The Company has completed a legal agreement under section 106 of the Town and Country Planning Act 1990 to promote approved routes to the

site, in order to avoid rat running of HGVs through nearby villages. A map showing approved and prohibited routes was distributed at the meeting. This was one of the key issues for residents. The agreement will be policed in three ways:

- Satellite tracking installed in Company HGVs. Severn Waste Services has also offered to fund similar installation in District Council vehicles.
- Periodic auditing by the Planning Authority
- Reports from the local community

5.5 Severn Waste Services was required to do a survey to determine whether there are any Great Crested Newts on the site. This had to be undertaken within a specified time window, and so the original design work had to presume that there might be a presence and mitigation, in the form of a pond, was designed in. The survey had now been carried out and discovered that there are no Great Crested Newts on the site, so the Company may slightly modify the landscaping. The Company was happy to show the proposals to the Group.

5.6 The CMRF will also require a Licence or PPC permit as deemed appropriate.

5.7 The Company hopes to appoint a contractor and technology provider within a couple of months, with a view to starting building work in January 2008. The CMRF would take 18 months to build, meaning commissioning would take place in mid-2009.

5.8 The Company will bring a Gantt chart to the next meeting.

**Ian
Barber**

6. Q&A, and items/questions requiring attention at the next meeting

6.1 It was agreed that the planning permission conditions precedent would be discussed at the next meeting.

6.2 It was agreed that a Highways Liaison Officer from Worcestershire County Council be invited, who would be able to answer questions on highways issues relating to planning conditions.

**Derek
Prodger**

6.3 Members were asked to contact Martyn Hencher by 15th October with any and all questions so that they be forwarded to the relevant people and be properly answered at the next meeting.

All

7. Date of next meeting

7.1 It was agreed that the next meeting would take place on Tuesday 30th October 2007 at 7pm, at Hill and Moor MRF.

[Subsequent note: to enable all members to attend, this meeting has been rescheduled to Monday 29th October, 7pm, at Hill and Moor MRF, as originally suggested at the meeting.]

ACTION

8. Any other business

- 8.1 Tony Aston raised concern over topographic work being done dangerously on the B4084. Ian Barber confirmed that surveyors had been doing basic level work in the area and that he would look into the issue.

**Ian
Barber**

9. The meeting closed at 8.15pm