

## **Knightwick and Doddenham Parish Council**

Minutes of the Annual Meeting of the Parish Council on Monday 16th May 2022 at 19:00 hrs. at the Talbot Hotel, Knightwick.

Present;

Chair, Cllr B Munt

Cllrs: C.Cllr Ms K Hanks, Ms G Evans, Ms M Horton, Ms K L Parkinson, F Budden, M J C Bellamy, D Steel, G M Brewin (Clerk)

Apologies: Cllr P Edwards,

Visitors: None

**Agenda** *The meeting was opened by the current chairman Cllr B Munt.*

1.

### **To accept nominations and appoint a Chair.**

Unanimously Cllr B Munt was agreed as the Chair for the forthcoming year.

Cllr Munt signed the Acceptance of Office and took the Chair. He thanked members for their support over the past year and expressed the council's appreciation of the help received from County Cllr Ms K Hanks and District Cllrs Ms S Rouse and P Whatley. He also thanked the Clerk for his continuing service to the council.

2

### **Apologies for absence and members' declarations of interest.**

The Chair advised that he had received a letter of resignation from Cllr P Edwards. The council in noting this expressed their thanks to Cllr Edwards for his long-serving contribution to the life of the village and asked the clerk to put in process the co-option of a replacement.

It is hoped that a candidate for co-option will come forward by the next meeting on 18th July. Those interested in joining the council are asked to contact the clerk to the council for details.

There were no declarations of interest in agenda items.

3.

### **To accept nominations and appoint a Vice-Chair.**

Unanimously Cllr Ms G Evans was agreed as the Vice-Chair for the forthcoming year

4.

### **To appoint a representative to the Knightwick Charity Trustees**

Unanimously Cllr F Budden was agreed.

5.

### **Confirm the Minutes of the meeting of 10th January 2022 - Circulated in advance.**

These were agreed and signed by the Chair.

6.

### **Financial Matters:**

- a) Approve the Council's Accounts 2021-22 - Circulated in advance. Approved
- b) Approve the Council's Exemption Certificate - Circulated in advance. Approved
- c) Approve the formal Annual Governance Statement - Circulated in advance. Approved
- d) Approve the formal Annual Statement of Accounts - Circulated in advance. Approved
- e) Approve payment - Council's Insurance Premium - £349.94. (Last year of 3yr agreement.) Approved
- f) Approve payment - Council's Membership Fee WCALC - £235.45 inc vat Approved
- g) Confirm - Lengthsman Contract with WCC 2022-3 - £2141 (as for 2021-2).
- h) Note – Local Govt Services revised staff pay rates. Clerk's salary changes to £13.75/hr from 1/4/21 - Noted
- i) Confirm - Clerk's Salary & Hours - 2021-22 (NALC - SCP27 - £13.75/hr), 242hrs/yr (£277.29/mth)  
Confirmed
- j) Confirm that the council continues to hold the residual proceeds of the sale of the Village Hall (currently £13575) in trust for 'other charitable purposes or objects for the benefit of the inhabitants of the area'.  
Confirmed

7.

### **Planning Matters:**

None

8.

**Confirm the adoption the General Power of Competence viz**

This Council declares that it meets the criteria set by the Secretary of State under the Localism Act 2011 (s8) in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. viz:

- i. At least two-thirds of total number of councillors must have been elected
- ii. The Clerk holds CiLCA 2012 or other relevant qualification.

And therefore confirms the adoption of the General Power of Competence as set out in the above act.

9.

**Clerk's report on actions from previous meetings and correspondence received**

The clerk reported that there had been no response to the council's request to WCC for the traffic order to be restored on the A 44 layby. Informally he had been advised that the council would incur considerable expense in pursuing a legal challenge which could not be considered likely to succeed. It was agreed to take no further action on this matter.

The clerk also reported that he had continued testing the quality of the water in the river Teme both at Martley and the Knightwick and had not found any evidence of sewage or agricultural run-off in the samples taken. Testing would continue at regular intervals.

10.

**Items for the Next Meeting**

It was agreed that the following resolution be considered at the next meeting.

*'As the council has had no applications for funding from the Village Hall Charity residual fund it is proposed to reduce the Parish Precept for the year 2023-24 by £2000 and transfer a similar amount from the fund to the council's account, as way of returning the assets of the old Village Hall to the parish.'*

11.

**Confirm the date of the next meeting: 18/07/2022 at 7:00pm In the Talbot Hotel Knightwick.**

Agreed

In closing the meeting the Chair noted that Dr Andrew Bywater was retiring from the local General Practice after many years of service to the community and he considered it appropriate that the council acknowledged this with a formal letter of thanks.

This was agreed unanimously and the clerk was asked to draft this for the Chair's approval.

The meeting closed at 20:00 hrs

Minutes confirmed ..... 18/07/22