

# Knightwick and Doddenham Parish Council

## Minutes

**For Monday 13<sup>th</sup> November 2023 at 19:00 hrs. at the Talbot Hotel, Knightwick.**

**Present;**

Cllr M Bellamy (Chair), Cllr G Evans, Cllr F Budden, Cllr M Horton

R Timney (Clerk), (Cllr Mifsud after cooption)

Cllr Barbara Jones Williams Apologies from Cllr Hanks.

**Public Question Time prior to the formal meeting;**

Cllr Williams submitted a report about district council matters including up coming Christmas events and applying for postal votes online.

Cllr Hanks submitted a report on County Council matters including new on demand bus services in parts of Worcestershire and very difficult financial matters with this year's County spending.

**Formal meeting commenced at 19:05 hrs**

**1. Apologies for absence and members' declarations of interest. No new declarations.**

**2. Confirm the minutes of the Meeting of the Council on Monday 18<sup>th</sup> September 2023**  
*(circulated in advance)* **Approved**

**3. Cooption of Councillor.** Following posted notices on boards and website and personal approaches Councillors interviewed and accepted the application of Simon Mifsud to become a coopted member of the Council. **Acceptance of Role form was completed and Cllr Mifsud took his place.**

**4. Financial Matters**

a) Note the following payments made as delegated actions since the last meeting:

Clerk	30/10/2023	Salary SO	£209.36
HMRC	20/10/2023	PAYE for Q2	£52.20
Clerk	26/09/2023	Salary SO	£261.56

Income to the PC (below)

MHDC	27/09/2023	Precept 2 <sup>nd</sup> payment	£750
R. Timney	29/09/2023	PAYE over payment	£52.20

**Approved**

b. Noted payroll services provided by PAYEase for £10 per month with no set up charge – reviewed at end of financial year.

c. Budget setting process for 2024 / 25 financial year was discussed.

Last year's budget and additional items will be considered at the Jan meeting of the PC. Initial thoughts are to add a £500 new projects fund, to ear mark £300 for website costs.

**2023/20**

## 5. Planning Matters

### **M/23/01252/HP. Associated Ref:M/23/01253/LB Location: Knightwick Manor, Suckley Road, Knightwick, Worcester, WR6 5QE**

Description of Proposal: Reinstatement of 5 dormer windows to east elevation, 3 dormer windows to south elevation, 1 dormer window to west elevation and 2 dormer windows to north elevation. Reinstatement/Insertion of sash windows 2 sash windows to the south elevation.

**Supported**

### **M/23/01253/LB. Associated Ref:M/23/01252/HP Location: Knightwick Manor, Suckley Road, Knightwick, Worcester, WR6 5QE**

Description of Proposal: Further external alterations

**Supported**

## 6. Clerk's report. Covered in other items

### 7. Footpaths

Cllrs welcomed Adrian Sunter, the Parsh Footpath Warden. Adrian reported on his work to make minor repairs, replace signage and on reporting issues to the County Council – public rights of way officers.

The Footpath Warden will be invited to ongoing PC meetings and walking routes will be established and publicized by the PC.

The PC will seek to recruit a volunteer Tree Warden.

**8. Highways and Flooding.** After wet weather councillors noted several issues, including large puddles and streams flooding onto highways. Councillors and individuals are encouraged to report floods on roads to the highways department of the County Council through their online reporting portal at <https://www.worcestershire.gov.uk/council-services/travel-and-highways/tell-us-about-road-highway-or-travel-route-issue>

In relation to the County Council's strategic flooding review; Councillors wish to highlight that any flooding of The Talbot is a risk to this vital village asset.

No further progress made on controlling speeds across the new Teme bridge on the A44.

### 9. New parish council notice boards.

Cllrs decided to progress replacing the Talbot notice board with the welcome support of County Cllr Hanks and District Councillor Jones – Williams.

Cllrs will consider the location and utility of the notice board on the A44 in Doddenham.

The bus shelter notice board will remain for now but Clerk to approach the Knightwick Doctors Surgery for an external sign there.

### 10. Items for the next meeting

Budget setting for 2024/25

### 11. Confirm the date of the next meeting: Monday 15<sup>th</sup> January 2023 agreed.