

## **Knightwick and Doddenham Parish Council**

### **Minutes of the Meeting of the Council held at 7:30pm on Monday 18th July 2016 in the Talbot Hotel, Knightwick.**

#### **Present;**

Chair; Cllr B Munt,

Cllrs: Ms M Horton, P Edwards, D Steel.

Dist Cllrs Ms S Rouse, A Warburton.

G M Brewin (Clerk)

**Apologies:** Cllrs Ms G Evans, Ms K L Parkinson, County Cllr P Tuthill.

**Visitors** - None

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

None

#### **Reports; County Councillor, District Councillors, Parish Footpath's Warden et al.**

Cllr. A Warburton reported on current matters at MHDC.

#### **Agenda**

1.

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

The apologies from Cllrs Ms G Evans and Ms K L Parkinson were accepted.

There were no Declarations of Interest in agenda items.

2.

##### **Confirm the minutes of the Annual Meeting of the Council - 16th May 2016,**

These were agreed as a true record and signed by the chairman.

3.

##### **Financial Matters;**

a) Consider a donation to the Footprints Magazine - £200.00 - Agreed

b) Pay, Village Hall Insurance - £180.93 - Agreed

c) Pay, L Cotterill - Accounts audit - £60.00 - Agreed

d) Note, Clerk's delegated payment - G Herbert Banks, Formal Valuation Fee - £240.00 - Noted

e) Note, Clerk's delegated payment - Footprints (late payment 2015-6) £150.00 - Noted

f) Pay, Village Hall Fire Extinguisher Service - £37.80 - Agreed

g) Support - The Community Liaison volunteers at Knightwick Surgery

It was agreed to offer a contribution of £50 towards the cost of notice boards etc.

4.

##### **Planning Matters;**

Note Clerk's delegated response to Planning Appln. 16/00856/HOU - Timber garage proposed forward of the dwelling The Castle, Ankerdine Hill

'No comment' returned - Noted

5.

##### **Sale of the Village Hall**

Clerk to advise on progress. All outstanding documentation had been completed.

Most of the contents of the hall had been cleared and the remainder would be removed within the next few weeks. The plaque in the hall entry lobby listing pupils killed in the 1914-18 war should be relocated. He would investigate possible locations and report.

6.

##### **Neighbourhood Plan – Progress etc.**

Clerk to report. The final consultation draft was available subject to some small alterations. He had a printed copy for members to review and would email the file (88 pages) to members for reference.

7.

##### **Clerk's Report,**

Correspondence, Actions from the previous meeting, etc

All relevant items had been circulated as received via email.

All actions from the previous meeting had been completed.  
The locally-audited accounts were now with the external auditor.  
The Council's accounts for 2015-6 as required by the Accounts and Audits Regulations 2015 are published on the council's website within the WCC Site.  
The Knightwick and Doddenham Parish Council - Annual Report 2015-16 complying with the Local Audit and Accountability Act 2014 will be prepared within the next month and circulated to members for approval.

**8.**

**Items for the next meeting**

Sale of the Village Hall  
Neighbourhood Plan  
Co-option to fill the outstanding vacancy.

**9.**

**Confirm the date of the next meeting:**

Monday 19th September 2016 at 19:30 at the Talbot Hotel Knightwick. – agreed.

The meeting closed at 8:17pm with thanks to the Talbot Hotel for its hospitality.

*Minutes confirmed ..... 19th September 2016*