

Knighton on Teme Parish Council  
<https://e-services.worcestershire.gov.uk/MyParish/Default.aspx>

Parish Councillors are summoned to attend an extraordinary meeting of the Parish Council on  
Thursday 10<sup>th</sup> February 2022 at 7pm at the Parish Rooms

**PLEASE OBSERVE SOCIAL DISTANCING, A FACE MASK IS RECOMMENDED**

**Agenda**

1 **Apologies:** To consider the acceptance of apologies for absence from Councillors.

2 **Declarations of Interest:**

- a Register of Interests: Councillors are reminded of the need to update their register of interests.
- 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.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(3) (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.

d To consider written requests from Councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.

**Public Question Time (7pm – 7.30pm)**

The time allocated is at the discretion of the Chairman. 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. Members of the public may not take part in the meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. A Councillor with a disclosable pecuniary interest in a particular issue may address the Council on the issue during public question time subject to the Councillor requesting prior dispensation from the Clerk.

3 **County/District Councillors Reports** – David Chambers/Douglas Godwin

4 **Minutes:** To consider the adoption of the minutes of the previous meeting (previously circulated).

5 **Safety along A456, Newnham Bridge**

- a VAS sign – to consider purchasing new VAS sign – quotes/information received Lengthsman agreement / Risk assessment – feedback from Highways
- b Installation of white village gates and VAS post with Highways – awaiting date

6 **Planning**

- a Applications received
- b Determinations received
- c Planning applications determined under delegated powers-none.

7 **Finance**

- a Clerks salary January-£265.46, February-£265.46
- b 3<sup>rd</sup> qtr accounts for approval
- c Review of bank mandate
- d Parish Room hire 2021 incl. defibrillator costs 2019-2021 - £245
- e Data Protection fee renewal - £40. Paid.
- f McAfee antivirus renewal 1yr - £69.99

**8 Highways**

- a Lengthsman a/c - December - £288, January-£288. Works update.
- b Cracked drain opposite Mill Lane – Severn Trent repair planned 11<sup>th</sup> January
- c Blocked drain outside High Hall. Camera work planned
- d Water leak at Bickley Lane/Tavern Lane junction – repairs planned.
- e Drains to be jetted around The Talbot – completed.
- f Overgrown hedge at Jewkes Lane – reported
- g Rubbish in layby – reported
- h Sewage on road outside Bannersfield - reported

**9 Broadband grant application** - update on feedback from BT Openreach / next steps

**10 Email addresses.** Upgrade to .GOV addresses – to pursue in the new financial year

**11 Vacancy for two Parish Councillors** – to consider applications received.

**12 Election of Vice-Chairman** – to elect a Vice-Chairman

**13 Vacancy for Parish Clerk** – feedback / to consider applications received / interviews.

**14 Spring litter pick** – to arrange a suitable date

**15 Councillors’ reports and items for future agenda**

For reporting minor matters of information and to raise items for future agendas.

**16 Date of next meeting** - To confirm the date of the next meeting – Tuesday 1<sup>st</sup> March, 2022

Chairman,

4<sup>th</sup> February, 2022