

To members of Knighton on Teme Parish Council

You are duly summoned to attend the annual meeting of Knighton on Teme Parish Council to be held at 7.45pm on **Wednesday 13th May, 2015** at Knighton on Teme Parish Room.

Agenda

1 Election of Chairman

2 Election of Vice-Chairman

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

4. 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:

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.

5 County/District Councillors Reports

- 6 Minutes:** To consider the adoption of the minutes of the last meeting (previously circulated).

7 Correspondence

- a) Correspondence – noted overleaf
- b) Recording Policy – to discuss adopting a policy regarding the recording of meetings
- c) Complaints procedure – to update our current policy

8 Planning

- a) Applications received:
- b) Determinations received
- c) Applications determined under delegated powers – none

9 Finance

- a) To approve the accounts & audit statements for year ending 31/3/2015 including risk schedules and fixed assets.
- b) Financial Regulations – to update our current policy
- c) Insurance renewal – 1/6/15 - £382.46 / review of other quotes received.
- d) CALC subscription - £259.55
- e) Transparency code for small councils – adhering to the code

10 Highways

- a) Lengthsman account for March/April
- b) Litter Pick – 12th April - review
- c) Loose dogs on footpaths – review of information/decision to take
- d) State of road outside caravan park
- e) State of road at Tanhouse Lane / give way sign
- f) Overgrown verge between The Talbot and Old Post Office

11 Vacancy for a Parish Councillor

12 General Power of Competence(GEPOC) – to consider passing a resolution to use the GEPOC

13 Councillors' reports and items for future agenda

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

14 Date of next meeting - To confirm the date of the next meeting scheduled for 2/6/2015.

Mrs Karen Yates,
Clerk to the Council,
6th May, 2015

Correspondence – May 2015 - Neighbourhood Planning leaflet, Clerks & Councils Direct