

## Knightwick and Doddenham Parish Council

Council Members are summoned to the Annual Meeting of the Parish Council on Monday 16<sup>th</sup> May 2016 at 8.00pm in the Village Hall, Knightwick.

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

Members of the public may wish to raise matters of concern prior to the formal meeting.

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

1. To accept nominations and appoint a Chairman.
2. To co-opt councillors to fill two vacancies
3. Apologies for absence and members' declarations of interest.
4. To accept nominations and appoint a Vice-Chairman.
5. To appoint a representative to the Village Hall Management Committee (*for inf; 2015 G M Brewin*)
6. To appoint a representative to the Knightwick Charity Trustees (*for information; 2015 Cllr F Budden*)
7. a) Confirm the Minutes of the meeting of 21st March 2016 - Circulated in advance.  
b) Confirm the Minutes of the meeting of 22nd April 2016 - Circulated in advance.  
c) Confirm the Minutes of the meeting of 3rd May 2016 - Circulated in advance
8. Financial Matters:
  - a) Approve the Council's Accounts 2015-6 - Circulated in advance.
  - b) Approve the formal Annual Governance Statement - Circulated in advance.
  - c) Approve the formal Annual Statement of Accounts - Circulated in advance.
  - b) Approve payment - Council's Insurance Premium - £273.75
  - c) Approve payment - Council's Membership Fee WCALC - £182.79
  - d) Confirm - Clerk's Salary & Hours - 2015-16 (NALC - SCP27 - £12.317/hr, 242hrs/yr) (no change)
  - e) Confirm - Lengthsman Contract with WCC 2016-7 - £2141 (as for 2015-6).
  - f) Support the application for Discretionary Rural Rate Relief from Business Rates – Mr J Champken Flying Horse – £329.26 – Council's contribution - £41.16
9. Planning Matters:

Note the clerk's delegated responses to the following applications;

  - a) 16/00421/LBC Listed Building Consent to clad exterior on two elevations at Highfields Farm  
*'No Comment' returned.*
  - b) 16/00374/HOU Erection of timber shed The Flying Horse, Bromyard Road, Knightwick,  
*'The Parish Council of Knightwick and Doddenham objects to this development.*
    1. *The application is retrospective.*
    2. *It is not in keeping with the 16th century timber coaching inn listed building.*
    3. *The plan suggests the building is sited at the far end of the property. In reality there is a 3'6" access at the rear of this - effectively meaning the outbuilding is nearer to the houses than it appears in the plan.*
    4. *The tenant is using this outbuilding to store chemicals for his cleaning business. We are concerned about the environmental and fire hazard impact of this.*
    5. *The storage shed is sited extremely close to a LPG tank. This poses a potential fire hazard'*
10. Clerk's report on actions from previous meetings and correspondence received
11. Items for the Next Meeting
12. Confirm the date of the next meeting: 18/07/2016 at 7:30pm In the Talbot Hotel Knightwick.

