

**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 Tuesday 1<sup>st</sup> May, 2018 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 (7.30pm – 8pm)**

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 – C Dell / K Pollock**

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

**7 Correspondence**

- a) General Data Protection Regulation – in force May 2018. Preparation and training.
- b) Smartwater – feedback / next steps

**8 Planning**

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

**9 Finance**

- a) Clerks salary May £235.40
- b) J Rugman expenses £10.40 (smartwater boxes)
- c) Accounts/Audit for year ending 31<sup>st</sup> March, 2018
- d) Insurance renewal for 2018-2019 with Zurich - £301.81
- e) CALC subscription - £324.29
- f) Norton anti-virus software - £14.99

**10 Highways**

- a) Lengthsman - April account
- b) Dog fouling – quotes for bins, confirmation of locations
- c) Pothole at Monks Bridge – reported
- d) Speeding concerns through Newnham Bridge

**11 Vacancy for a Councillor**

**12 Councillors' reports and items for future agenda**

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

**13 Date of next meeting** - To confirm the date of the next meeting Tuesday 5<sup>th</sup> June, 2018



Mrs Karen Yates,  
Clerk to the Council,  
24<sup>th</sup> April, 2018