

**The minutes of Knighton on Teme Parish Council Meeting
held virtually at 7pm on 7th May, 2020**

Present: Cllrs R Lear, K Redfern, R James, J Barnes, R Bolton

In attendance: Clerk, Mrs Karen Yates, Cllr D Godwin, Cllr K Pollock

Mrs K Redfern chaired the meeting.

1 **Apologies:** D Hubbard, E Mapp, R Higginson

2 **Register / Declarations of Interest
Dispensations**

Public Question Time

3 **District/County Councillor's Report.**

Cllr Godwin advised he had messaged all Clerks regarding Council aid available and that where zoom meetings were taking place he attended when he could. Planners are aware of work taking place at Station House and of the local listing request. Administration changes at Malvern are in hand and some farmland has been bought for tree planting at Hallow to increase the carbon footprint.

Cllr Pollock had circulated his report to members, to be placed on the website. Covid19 situation in the County has stabilised. The economy has been hit hard, Harriet Baldwin visited Tenbury recently, it is good to see shops opening, schools have above average attendance, home schooling has not worked well and highways crews continue to be busy.

4 **Minutes:** Minutes of meeting held on 3rd March, 2020 were approved.

5 **Correspondence**

6 **Planning**

a There were no planning applications.

b There were no determinations.

c Planning applications determined under delegated powers

20/00456/HP Station House, Newnham Bridge. New access driveway and alterations to Station House. No objections.

Clerk to check with the owners they are aware of the local listing application.

d Newnham Farm hedge removal. Enforcement have received no response from the landowner to a request to meet and discuss the matter, a section 330 notice has been served giving 21 days for information to be submitted.

e Commonwood Villa. A meeting will be arranged now that some restrictions have been lifted.

f Planning complaint re: Tavern Lane development. Responses have been received from Planning who consider the boundary treatment acceptable, building works are not within Planning remit and any dispute should be resolved under the Party Wall Act along with legal advice. A private building regulation company was used who state it is up to local authority building control to enforce any action. Local authority building control advise it is a civil matter for the neighbour to resolve. Further advice was sought from Trading Standards via CAB who outlined rights and obligations. This was passed to the neighbour for information. The Parish Council has now closed this matter.

7 **Finance**

a Clerks salary April £259, May £259, June £259. Paid. July £259 + expenses £28.23. Agreed.

b Photocopies April-June 2020 - £13.62. Agreed.

- c To approve the annual governance statement for y/e 31/3/2020. K Redfern proposed, seconded by R Lear, all agreed.
- d To approve the accounting statements for y/e 31/3/2020. K Redfern proposed, seconded by J Barnes, all agreed.
- e To approve the Certificate of Exemption for y/e 31/3/2020. K Redfern proposed, seconded by R Lear, all agreed.
- f To approve the asset register and risk schedule for y/e 31/3/2020. K Redfern proposed, seconded by J Barnes, all agreed.
- g Zurich Insurance renewal - £311.30. Agreed. Paid.
- h CALC subscription - £370.51. Agreed. Paid.

8 Highways

- a Lengthsman Scheme. May - £288. Paid. June - £288. Agreed
- b Overgrown hedges at Woodgates Green. A stage 2 letter for non-compliance has been sent following a site visit on 22nd June. It was reported about 2 months ago a car crashed into the hedge but was not reported as there were no injuries.
- c Jewkes Lane hedges – to consider requesting cutting back. This has been requested previously and cut back by highways. Areas to be cut back to be advised.
- d Drain below Tavern Lane – to be jetted.
- e Potholes at Bickley x3 – reported, awaiting feedback.
- f Missing cover outside Mill Lane. completed.
- g Litter pick -29/3/20. Cancelled. A further litter pick was agreed for 27th September. The purchase of litter picks will be looked into
- h Blocked drain above Tavern Lane – to be jetted.
- i Blocked drain outside White House, NB. To be jetted.
- j Collapsed drain at High Hall – to be jetted.
- k Cracked drain opposite Mill Lane – passed to Severn Trent for repair.
- l Bickley Lane verges. A complaint had been received that some verges were missed in the recent cut, it was reported but J Hogan kindly agreed to cut them.
- m Consideration of yellow flood gates at Eastham Bridge. This was a proposal to request if gates could be provided at the Talbot junction that would close the road when flooding occurred. This is a police/local authority/emergency decision that is not within our remit to request.

9 Promotion / inclusion of community ideas.

\$106 monies, inclusion of traffic calming measures. We have been advised to contact the safer roads partnership before any request is submitted which we have already done so this project to be removed. It was noted that a traffic survey has been carried out and reports show speeds are outside the acceptable limits. The SRP to be contacted to request what measures can be taken in light of this report. The Clerk advised that the double white line request near to Bickley Lane junction has been approved.

- 10 **Website Accessibility Requirements.** Consideration of Worcestershire Council accessibility statement. The Clerk advised that Worcestershire Council have advised that their accessibility statement will relate to our website used as part of the MyParishWebsite pages.

11 Councillors' reports and items for future agenda.

- 12 **Date of next virtual meeting:** 7pm on Tuesday 1st September, 2020.
There being no other business, the meeting closed at 8.10pm.

Signed (Chairman)

Date