

**The minutes of Knighton on Teme Parish Council Meeting
held at 7pm on 5th April, 2022 at the Parish Rooms**

Present: Cllrs R Lear, R Bolton, D Hubbard, E Mapp.

In attendance: Clerk, Mrs Karen Yates.

Mr D Hubbard chaired the meeting.

1 **Apologies.** J Barnes, J Ruffles.

2 **Register / Declarations of Interest.**

Dispensations

Public Question Time

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

Cllr Chambers had circulated his report to all members.

4 **Minutes:** Minutes of meeting held on 1st March, 2022 were approved.

5 **Safety along A456, Newnham Bridge.**

a VAS sign – Further quotes being sought, to be placed on the next agenda. A note was made to check insurance costs when purchased.

Lengthsman agreement / risk assessment to be reviewed when VAS in place.

b Installation of white village gates – still awaiting date with Highways.

6 **Planning**

a The following planning application had been received:

M/22/00291/HP. 3&4 Station Close, Newnham Bridge. First floor extension to no. 3 and two storey extension to no. 4. Addition of porch to no. 3.

The Parish Council have no objections to this application, having local knowledge of the property it would appear to meet highway parking requirements.

b There were no determinations.

c Planning applications determined under delegated powers. None.

7 **Finance**

a Clerks salary – revised March account to include backpay. Agreed.

b Clerks salary – K Yates, contract for services for April - £424.15. Agreed.

c Review of bank mandate. To be reviewed when Clerk in place.

d Zurich insurance renewal - £323.55. Agreed.

e Charity donation to Lindridge School. Cllr Mapp advised that since COVID, resources in all departments are stretched due to lack of fundraising projects. It was proposed by D Hubbard, seconded by R Lear to donate £200 towards general school finds. All agreed.

f Audit and accounts for y/e 31/3/22. The Clerk has finalised the accounts and prepared the audit, it needs to be back with the Auditors by 30th June. The books will now be forwarded to Internal Auditor for inspection.

8 **Highways**

a Lengthsman Scheme. No payment for March as per contract. The road verge between Upper Lowbourn and Field Farm to be looked at by the Lengthsman. No response from Cllr Godwin regarding the sweeper issue through Newnham Bridge.

Contracts for 2022-2023 were signed and agreed.

b Cracked drain opposite Mill Lane. Work planned for 21st April.

c Water leak at Bickley Lane/Tavern junction. Re-reported, being monitored.

d Drains to be jetted around The Talbot – reported, the jetter is due.

e Drains require jetting outside The Forge – reported, they have also been marked.

It was suggested that local maps would be useful for identifying problem drains/gullies.

f Overgrown hedges in Jewkes Lane – landowner is still being pursued by Highways - the first of two letters are to be sent to the landowner.

g Notice board in Wyrebrook Orchard. Cllr Bolton to look into a replacement.

9 **Broadband issues in the parish.** Awaiting feedback.

10 **Email addresses.** To be pursued in the new financial year.

11 **Vacancies for two Parish Councillors.** No applications received.

12 **Election of Vice Chairman.** To be further discussed when a full council is in place.

13 **Vacancy for a Parish Clerk.** Two applications had been received from existing local Clerks, interviews to be set up shortly.

14 **Spring litter pick** – 3rd April. Very successful day, 20 volunteers in total attended. Ideas to get youngsters involved are needed, it was also suggested that village signs be placed at the village entrances on the day of the litter pick, to advertise further and improve safety.

15 **Queen’s Platinum Jubilee.** The Parish Rooms and Caravan Park are to hold parties on different days. Pop up pubs are being looked into bi-monthly by the Parish Rooms Committee and the Caravan Park. The Clerk to forward information regarding jubilee coins to Cllr Mapp.

16 **Councillors’ reports and items for future agenda.** The state of the road in Church Hill to be reported again.

17 **Date of next meeting:** 7.20pm on Tuesday 3rd May, 2022 at the Parish Rooms.
Annual Parish meeting – 7pm on Tuesday 3rd May, 2022 at the Parish Rooms.
The meeting closed at 8.05pm

Signed (Chairman) Date