

**The Minutes of Knighton on Teme Parish Council Meeting  
held at 7pm on 11<sup>th</sup> January 2024 at the Parish Rooms**

**Present:** Cllrs D Hubbard, R Lear, J Barnes, Cllr Ms J Cornes, Cllr Ms L Quinn, Cllr Mrs E Mapp, Cllr Mrs J Spilsbury

**In attendance:** Clerk, Ms Rachel Lambert

**Members of the Public Present:** One member of the public

**PC84 Receive Apologies for Absence**

Cllr J Bradley, Cllr S Perry

Councillor D Chambers, District Councillor Godwin

**PC85. Declarations of Interest**

None.

**PC86. Declarations Personal and Prejudicial Interest**

None.

**PC87. Receive Questions from the Public**

None raised.

**PC88. Minutes of the 9<sup>th</sup> November 2023 Meeting**

The Minutes were adopted and signed by the Chairman.

**PC89. District/County Councillor's Report.**

Cllr Chambers had circulated his report to all members and a copy would be available on the Parish Council website.

The parish council noted the sad news received of the passing of Cllr Ken Pollock.

**PC90. Public Path Warden**

The role of public path warden had become available. The Clerk would contact the Countryside Centre to advertise the voluntary role within the Parish.

**PC91. Councillors**

**Cllr Mrs Spilsbury**

- reported that an Awards4All Grant was available for work to be carried out on the Parish Rooms. Three quotes had been received for the ground works at the front of the hall which would include incorporating an easier approached path for people with disability issues. It was agreed that the Grant would be applied for via the Parish Council. The Parish Rooms would pay £300 towards the set-up fee associated with the Grant. The Clerk would liaise with necessary information required for the grant application.
- There were plans for an Open Gardens scheme to take place within the Parish on 22 June 2024. So far 12 gardens had signed up to the event.

**Cllr Mrs Mapp**

- Reported of a blocked drain. Clerk to notify Highways.

**Cllr Ms Quinn**

- Reported had contacted Highways regarding the road which was prone to flooding near to Woodgates Green. Over time ditches have become filled with debris and there appeared to be no evidence of any gullies. Highways were to carry out a survey of the drainage in that area. Waiting to establish who has responsibility of clearing the ditches.
- Reported to Malvern Hills District Council requesting that the road was swept in the area to Woodgates Green as there was debris on the road.

**Cllr Ms Cornes**

- Inform the Clerk of the fallen sign on the corner of Dukes Lane.

**PC92. Clerk**

Nothing to report.

**PC93. Planning**

**Applications received.**

M/23/01629/HP – Construction of two storey extension, following demolition of shed, laundry, wc and dog kennels. Park Green, Bickley, Tenbury Wells, WR15 8LU

**Parish Council have submitted comments online to Planning Services with no objections**

M/23/01447/FUL – Proposed change of use of agricultural buildings to business uses – B8 B2 Class Newnham Court, Newnham Bridge, WR15 8JF

**Parish Council had submitted comments online to Planning Services with objections**

M/23/01664/AGR – Agricultural building for storage of agricultural plant, equipment and for general agricultural storage.

Land at (OS 61806950) Aston Bank, Newnham Bridge.

**Parish Council had no objections: applicant has withdrawn application**

**Determinations Received:**

M/23/01319/HP – Alteration of hipped roofs to gable ends to both sides and front, addition of flat roof dormer to rear roof slope to replace existing.

Ashbourne, Newnham Bridge, WR15 8JE.

**APPROVED BY MALVERN HILLS DISTRICT COUNCIL PLANNING DEPARTMENT**

**Planning applications determined under delegated powers – NONE**

**PC94a. Finance - Agree, check and minute accounts** – Cllrs Hubbard and Barnes agreed, checked and signed accounts.

**Accounts paid since last meeting**

a)	Parish Clerk, Salary – November & December 2023	£ 828.32
b)	HMRC – PAYE Payments for Month 7 and 8	£ 7.00

**Accounts Unpaid**

c)	Parish Clerk, Expenses for November & December 2023	£ 29.00
d)	Elan City Ltd – VAS Unit	£ 2580.00

**PC94b. Bank Reconciliation Statement –**

The council agreed the bank statement and signed by the Chairman.

It was agreed to reissue a cheque to Knighton on Teme church, as the replacement was accidentally destroyed by the receiving party.

The Clerk asked if a health check could be carried out on the parish council's laptop. This was agreed.

The Parish Council agreed to the purchase of a double waste bin, to be located in the layby near to The Talbot. Clerk to action.

The Clerk was asked to update the fixed asset register and advise the insurance company of the two VAS units that had now been purchased for Newnham Bridge.

**PC94c Discuss Precept 2024-2025**

The Clerk presented current and forecasted expenditure figures of the Councils income and expenditure until the year end as at 31 March 2024. The Parish Council included within the budget for 2024-2025:

- New Noticeboard to be erected at Wyrebrook.
- Costing for defibrillator options in the Newnham Bridge area.
- Singular waste bin unit.

The parish council unanimously agreed to retain the Precept at £10,000 for 2024-2025. The Clerk would notify Malvern Hills District Council.

**PC95. Discuss Highways Items**

Clerk to report the pothole had reopened near to The Boathouse.

**Overgrown Hedgerows:** It was noted that a landowner of had been written and spoken with regarding this and had been made aware that the parish council had received an unprecedented number of complaints concerning this. During discussions, Councillors commented on Jukes Lane, which in particular had now become very unsafe for vehicle users, pedestrians and horse riders as the hedgerow had reached the roadside and there were no safe passing points. As the hedges had grown so far into the road, there was no access to clear the ditches out, which was causing flood issues. The council unanimously voted to report this item to Highways requesting that the hedges to cut back and ditches reinstated. The parish would write to the landowner explaining of the decision from the meeting.

Further overgrown hedgerows were identified as being on need of hard cutting. The parish council would write to the owners to explain the concerns of safety to road users.

Cllr Barnes reported that a bracket on the Newnham Bridge sign on the A443 was loose. Clerk to report to Highways.

**PC96. Defibrillators**

The Clerk confirmed that public interest had been received in the forthcoming training on 7<sup>th</sup> February.

**PC97. Discuss Website/Emails**

The Council agreed to go ahead with the quotation for a new parish council website and .gov emails with Eyelid Productions.

**PC98. Discuss Bus Shelter at Bickley**

Parish council had put a new memorial sign in place at the bus shelter. The Clerk is to ask the Lengthsman to cut the hedging immediately surrounding the bus shelter so that it can be reached to maintain and treat the timber in the spring.

**PC99. Matters arising from last meeting**

The Chairman confirmed the second VAS unit had been purchased and would be installed along the A456 in Newnham Bridge.

The subject of visibility for dog and other walkers at night in the parish was becoming a safety factor. It was agreed that an article was to be published locally with advice for people walking dogs at night time to make themselves more visible to vehicle users, as there had been near misses with walkers in dark clothing.

The council was made aware of a spate of recent of the recent postal thefts from properties in Newnham Bridge resulting in fraudulent credit applications. Again, this was to be published for general community information.

The Chairman noted that the Spring Litter Pick date had been set for 24<sup>th</sup> March, to be advertised in Temespan.

The wildflower verges at Bickley Corner required replacement markers as the previous ones had been damaged. The Clerk to contact Highways.

**PC100. Correspondence for Information –**

- a) Emails received from local residents regarding planning application at Newnham Farms.
- b) Request to MHDC to empty overflowing bins.
- c) Email in connection to Village Hall re: work to roof.
- d) Email re: donation cheque sent to Knighton on Teme Church.
- e) Letter from MHDC Knighton on Teme Precept 2024-2025.
- f) Worcestershire County Council temporary footpath closure notice.
- g) Letter to resident of the parish asking for hedging to be cut back.
- h) Quotations received for litter bins and defibrillator.
- i) Letter received from resident asking for copy of Standing Orders.

**PC101. Items for Next Agenda**

- Website
- Litter Pick

**PC102. Date of next meeting:**

The next meeting will be 7<sup>th</sup> March 2024 at Parish Rooms at 7pm, Knighton on Teme.

The meeting closed at 8.45 pm

Signed ..... (Chairman) Date .....