

# Annual Meeting of the Knightwick and Doddenham PC Minutes

For Monday 20<sup>th</sup> May 2024 at 19:30 hrs. at the Talbot Hotel, Knightwick.

**Present;**

Cllr M Bellamy (Chair), Cllr F Budden, Cllr M Horton, Cllr G Evans, Cllr S. Mifsud

R Timney (Clerk), Cllr Barbara Jones Williams, County Councillor Hanks, Adrian Sunter (footpaths warden)

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

Cllr Jones Williams submitted a report about district council matters including Civic Service celebrations to be held and speeding on the main road.

## **Formal meeting commenced at 19:06 hrs**

**Item 1. Election of Chair and Vice Chair of the Parish Council.**

**Chair:** Cllr M. Bellamy Elected

**Vice Chair:** Cllr G. Evans Elected

**1. Apologies for absence and members' declarations of interest.**

No new declarations. Apologies from Cllr R Bonham, Cllr A Draper

**2. Confirm the minutes of the Meeting of the Council on Monday 18<sup>th</sup> March 2024**

*(circulated in advance)*

**Approved**

**3. Confirm Representatives on local bodies.**

**Knightwick Charity Trustees** Cllr F. Budden appointed.

**4. Financial Matters**

a) Note the payments and income since 18<sup>th</sup> March 2024 meeting (circulated to cllrs)

**Expenditure**

Date	To whom	For what	Amount
28/3/2024	RT	Clerk salary	225.52
29/4/2024	RT	Clerk salary	225.52

**Income**

Date	from whom	For what	Amount
19/3/2024	WCC	Lengthsman	150.00
30/4/2024	MHDC	50% precept	2243.50

**Balance remaining £ 17,074.54**

**Approved**

**2023/24/01**

- b) To approve draft accounts – with Duffy Regan for Independent Examination.  
**Next meeting**
- c) To consider opening an interest bearing savings account.  
**Approved @ £9k from currenty account.**
- d) To approve renewal of insurance cover with Hiscox @ £411.05 for a 3 yr period.  
**Approved**
- e) Confirm Clerk's pay at NALC Scale point 13, for 242 hrs per year. (£281.72/m inc PAYE)  
**Approved**
- f) Approve membership payment to CALC and NALC – professional PC support £265.56 – contacts and information to be circulated to councillors.  
**Approved**

## 5. Planning Matters.

- a) **No applications were pending.**
- b) **Neighbourhood Plan.** Cllrs will press on with drafting an update to the Neighbourhood Plan and continue to consider the implications of the up coming development of the South Worcestershire Development Plan.

## 6. Clerk to report.

**The notice board** has been ordered for delivery in the next two weeks. Lengthsman to be asked to set it up outside the Talbot.

**The website** review will be considered once any firm proposals for change come from the County Council – (who currently host the service for the PC). CALC will offer advice and options if such a proposal emerges.

## 7. Footpaths and villages tour number 2.

**To take place on 1<sup>st</sup> June**, 6pm at the Talbot with the help of the Footpath Warden.

## 8. Highways and Flooding.

- a) **Regular works for the Lengthsman.** Councillors to recommend specific areas where work is required on a regular basis and to discuss at next meeting.
- b) **Easinghope Lane/ Munns Lane flooding measures.** Cllr Mifsud reported that a solution to slow down the flow of water down Easinghope Lane through “leaky” dams in the stream was opposed by a landowner so more work needs to be done to address the issue.

## 9. River water monitoring.

Cllr Draper will report on the matter at the next full meeting in July.

10. **Lengthsman Contract.** Consider continuing for another year.

**Approved**

## 11. Items for the next meeting.

Approval of accounts and audit materials.

## 12. Confirm the date of the next meeting:

3<sup>rd</sup> June 2024 at the Talbot – for financial matters in the main, and the next regular PC meeting 15<sup>th</sup> July 2024.

**Approved**

**Meeting closed at 20.24.**

