

Knightwick and Doddenham Parish Council

Minutes of the Meeting of the Council held at 8pm on Monday 21st November 2011 in the Village Hall, Knightwick.

Present;

Mr S K Munday - Chairman

Mrs G Evans

Messrs; F Budden, P Edwards, G M Brewin (Clerk).

Apologies:

D Kirkbright, B Munt,

C Smith (County Councillor), D Hughes (District Councillor), A Warburton (District Councillor),

Visitors:

Two parishioners.

Questions from members of the public:

None

The formal meeting commenced at 8.00pm.

1. Members' apologies for absence and declarations of interest.

The apologies from Cllrs D Kirkbright and B Munt were accepted. There were no declarations of interest in agenda items.

2. Co-opt Mrs E Robertson as a member of the council.

Mrs E Robertson introduced herself and answered questions from council members. The chairman said that after the agenda had been published several other parishioners had responded to the same advertisement as Mrs Robertson and the council would therefore postpone the co-option to fill the two vacancies to the January meeting. He thanked her for applying to be co-opted and the clerk would contact her again prior to the January meeting.

3. Confirm the minutes of the meeting on 12/09/2011.

These had been circulated in advance. They were agreed as a true record and signed by the chairman.

4. Reports; County Councillor, District Councillors, Parish Footpath's Warden.

Cllr C Smith – County Councillor:

In sending his apologies for absence Cllr Smith reported that WCC was still in the process of making savings to meet the governments target.

Mr B Lee, Parish Footpath's Warden:

In sending his apologies for absence, Mr B Lee reported that he had the repair of the notice board by the Bus Stop in hand. He would investigate the anomaly of the footpaths at Highfields.

5. Financial Matters;

a) Consider the clerk's half-year financial report and proposals for the budget and precept to be agreed at the January meeting. (Circulated in advance)

After a discussion it was agreed that the precept should not be increased at this time of tight financial restraint and that additional items of expenditure would be funded from existing resources.

b) Approve payment: British Gas – Village Hall Electricity - £79.42 - Approved

6. Planning Matters;

a) Note the clerk's delegated response to Planning Applications –

Talbot Hotel, Knightwick, Garden Room Extension, ref 11/01292/LBC, 11/01289/FUL

'This council recommends approval this application'

b) Guys Cottage, Knightwick, New Vehicular access, ref11/01442/HOU

'This council recommends approval this application'

Both noted and agreed.

7. Assent to the Worcestershire Agreement; Circulated in advance.

It was agreed to assent to this agreement; the clerk would complete the document and return it to WCALC

8. Consider establishing a Parish Emergency Plan; Notes circulated in advance.

After a discussion it was agreed that there was no need for a Parish Emergency Plan.

9. Consider a Maintenance Plan for the Village Hall and associated funding.

The clerk was asked to go ahead and arrange the clearance of the surrounds etc to the building within the existing budget. Other maintenance work would be considered in the Spring next year.

10. Clerk's Report & Correspondence

The clerk reported that he had not contacted the new owners of the Old Rectory, as there was no effluent spillage onto the footpath and the location of the boundary railings was not considered a problem by MHDC Planning Office.

He advised members that the 'Change of Use' planning applications for St Mary's Church had been withdrawn.

The pavement along Ankerdine Hill was in a poor condition and WCC Highways would repair this as resources allowed.

The barriers on the Teme Footbridge have been replaced by WCC Highways.

He was still waiting for a response from the new area manager at WCC Highways on matter of the Vehicle Restraints and reduced visibility on the A44 and the Spoil Heap in the A44 Layby.

HM Customs and Revenue required the council to register for PAYE even though the clerk's salary fell below the PAYE lower limit and he had done this!

11. Items for the next meeting

Formal confirmation of the Parish Precept 2012-13

Highways matters

Village Hall maintenance.

12. Confirm the date of the next meeting: 16th January 2012

Agreed

The meeting closed at 9:16pm

Chairman