

**The minutes of Knighton on Teme Parish Council Meeting  
held at Knighton on Teme Parish Room at 7.30pm on 3<sup>rd</sup> March, 2015**

**Present:** Cllrs Miss R Collie, Mrs K Redfern, Mrs P Davies, Messrs J Rugman, C Bevan, J Powell, J Barnes,

**In attendance:** Clerk, Mrs Karen Yates, 1 member of the public.  
Cllr J Rugman chaired the meeting.

- 1) **Apologies:** R Lear, R Lewis, Cllr K Pollock, Cllr C Dell
- 2) **Register / Declarations of Interest** - none.

**Dispensations** – none

**Public Question Time**

- 3) **District/County Councillor's Report.**
- 4) **Minutes:** Minutes of the meeting held on 3<sup>rd</sup> February, 2015 were approved.
- 5) **Correspondence:**
  - a) Items of correspondence noted.
  - b) Community Oil Buying Scheme. Details of a scheme run by Community First were discussed, it was agreed the Clerk email all members details of the scheme, and keep on file should anyone approach us who may be interested in joining.
  - c) Elections – 7<sup>th</sup> May, 2015. The Clerk attended a briefing at Malvern the previous evening, nomination papers were given out to members. Changes were outlined and guidance handed out. It was agreed the Clerk take the papers to Malvern as a bulk delivery, only papers hand delivered will be accepted. The Clerk to make an appointment with staff to check papers, advise members when this will be as soon as possible after 23<sup>rd</sup> March, in order to rectify any mistakes. The annual meeting has been changed to Wednesday 13<sup>th</sup> May, the previous meeting on 5<sup>th</sup> May is not valid as members do not take office until 12<sup>th</sup> May.
  - d) South Worcestershire Development Plan (SWDP) consultations on Community Infrastructure Levy, Developer Contributions, Affordable Housing and Travellers Sites were noted.
- 6) **Planning**
  - a) There was one planning application:  
15/00182/HOU. Melrose Cottage, Tavern Lane, NB. Single storey oak framed orangery extension. Recommend approval.
  - b) There were no determinations
  - c) Application determined under delegated powers: none.

7) **Finance.**

- a) Clerks salary (£687.96) incl. pay award wef 1/1/15 and expenses (£21.86)  
Clerks pay award was proposed by K Redfern, seconded by J Powell, all agreed.
- b) Photocopies payable to Brimfield & Little Hereford GPC of £13.80 agreed.

8) **Highways**

- a) Lengthsman Scheme. Ian's account for February was approved - £216.  
The wildlife posts have been secured.
- b) Verge / passing place near to Lower Aston Farm – completed.
- c) Spring litter pick – date set for 12<sup>th</sup> April, re-advertise in Teme Span,  
K Redfern to organise notices.
- d) Salt supplies – criteria for purchasing grit bins and salt stocks were advised,  
noted for future reference.
- e) Countryside protocol, footpaths and dogs. Following complaints of loose  
dogs on footpaths in fields with livestock, guidance was sought. The dog  
warden had passed on some information, and advised that enforcement was  
limited as it is considered a civil matter. K Redfern outlined latest legislation  
around Dog Control Orders, stating that education is key to highlighting the  
problem to some dog owners. It was agreed to circulate the guidance to  
members and place on the next agenda for discussion.
- f) Potholes outside the bus shelter and Commonwood Villa have been reported,  
these are dangerous, an update will be sought for the next meeting.

9) **Website** – updates ongoing

10) **Councillors' reports and items for future agenda.**

The landowner to be contacted about cutting back the hedge at the top of Church Road.

11) **Date of next meeting:** 7.30pm on Tuesday 3<sup>rd</sup> March, 2015.

There being no other business, the meeting closed at 9.10pm.

Signed .....

Chairman

Date .....