

**The minutes of Knighton on Teme Parish Council Annual Meeting
held at Knighton on Teme Parish Room at 7.50pm on 6th May, 2014**

Present: Cllrs Mrs Davies, Mrs Hogan, Messrs, Lewis, Bevan, Powell,

In attendance: Clerk, Mrs Karen Yates.

Cllr C Bevan chaired the meeting.

- 1) **Election of Chairman.** J Rugman had agreed to serve as Chairman if the meeting agreed with this. J Rugman was proposed by P Davies, seconded by J Hogan, agreed by all. A Declaration of Office to be signed at the next meeting.
J Hogan took the Chair
- 2) **Election of Vice-Chairman.** C Bevan was proposed by J Powell, seconded by R Lewis, accepted and agreed by all.
C Bevan re-took the Chair.
- 3) **Apologies:** J Rugman, R Collie, K Redfern, C Dell, Cllr K Pollock.
- 4) **Register / Declarations of Interest.**
Dispensations – none

Public Question Time

- 5) **District/County Councillor's Report.** Cllr K Pollock had sent a report.
The County Council still has to save £25m over two years, their aim is to switch from being a provider of services to becoming a commissioner of services by outsourcing. The Lengthsman Scheme is a good example of this. Adult social care and childrens services remain the largest budget users.
Changes to reporting problems is being trialled via the hub, feedback is welcomed. Roads continue to cause concern and is being looked at. A start date for Tesco coming to Tenbury is still awaited, some public realm work is to start in Autumn. The household recycling site is moving to Bromyard Road, freeing up parking spaces. Temporary parking on part of Palmers Meadow is also approved. We await to hear the news regarding the 291 bus to Kidderminster, sometime in June. Broadband continues to roll out, Knighton looks set for full coverage over most parts. My Divisional Fund has £10K to spend on local projects, applications are welcomed. Tenbury High School is well on its way to becoming an academy, confidence is high that results will become good soon.
- 6) **Minutes:** Minutes of the meeting held on 1st April, 2014 were approved.
- 7) **Correspondence:**
 - a) Items of correspondence noted.
 - b) Request for removal / relocation of post box at The Old Post Office, NB.
The A456 is unsuitable for the new post box due to numerous cables underneath the road. A site visit showed that the splay created outside the housing development in Bickley Lane would be the best option, the landowner has agreed. This was also agreed by the Parish Council. The Clerk to meet with Ms Potter from Royal Mail to sign an agreement with all parties involved on site tomorrow.
 - c) Housing Needs Survey for the parish. No reply had been received, the Clerk will request an update for the next meeting.

- d) Fire service coverage in Tenbury wells area – to be placed on the next agenda.
 - e) Standing Orders. All members had received copies of draft standing orders. The Clerk advised that any existing standing orders had been transferred over to the new ones, no issues had arose regarding new ones. Three members require a printed copy along with a master copy. C Bevan proposed, seconded by P Davies, all agreed.
- 8) **Planning**
- a) There were no planning applications.
 - b) The following determination was granted:
Cherry Cottage, KoT. Remove 3 soft wood windows and 1 metal window-replace with 4 new painted sapele hardwood windows.
 - c) Application determined under delegated powers: none.
 - d) Tyree, Woodgate Green. No planning application had come forward, this is being followed up with the owner.
- 9) **Finance.**
- a) The accounts and audit documents were circulated to all members. Alan Dale has audited the accounts, no concerns were raised. The Clerk explained that the precept has reduced and the receipts increased on the audit form due to the council tax support grant received. CALC have advised this is how it should be shown on the accounts. All agreed.
 - b) Draft financial regulations had been circulated to all members. Old regulations had been transferred over from the previous copy, no concerns were raised with any new instructions. The Clerk advised that we could still use cheques, and saw no reason to introduce electronic banking, direct debits or standing orders at present. 4 copies to be printed. To be reviewed as and when required. C Bevan proposed, seconded by P Davies, all agreed.
 - c) Insurance renewal for 2014-2015 (£382.46), all agreed.
 - d) CALC subscription (£235.89), all agreed.
- 10) **Highways**
- a) Lengthsman Scheme. Ian's account for April agreed at 15 hours (£180).
 - b) Blocked drains A456/Aston Bank junction, update requested.
 - c) Potholes between bus stop and Maes Corner – completed.
 - d) Blocked gully below Tavern Lane – reported, Lengthsman to investigate.
- 11) **Councillors' reports and items for future agenda.**
- Complaints have been received from residents near to the development in Bickley Lane regarding breaches of planning relating to noise and working at bank holidays, and the addition of 2 windows at plot 1. These will be passed to the planning department.
- Footpaths are being reviewed and landowners contacted around the parish regarding blocked ones.
- Relocation of seat at Newnham Bridge – next agenda.
- 12) **Date of next meeting:** 7.30pm on Tuesday 3rd June, 2014.

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

Signed
Chairman

Date