

**The minutes of Knighton on Teme Parish Council Meeting  
held at Knighton on Teme Parish Room at 7.30pm on 2<sup>nd</sup> December, 2014**

**Present:** Cllrs Messrs J Rugman, C Bevan, R Lear.

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

1) **Apologies:** R Lewis, J Powell, R Collie, C Dell

2) **Register / Declarations of Interest.**

**Dispensations** – none

**Public Question Time**

3) **District/County Councillor's Report.**

4) **Minutes:** Minutes of the meeting held on 4<sup>th</sup> November, 2014 were approved.

5) **Correspondence:**

- a) Items of correspondence noted.
- b) Request for removal / relocation of post box at The Old Post Office, NB.  
This is still being progressed.
- c) Station Yard – tidiness of site. Completed.

6) **Planning**

- a) There were two planning applications  
14/01482/HOU. The Old Post Office, NB. Lowering of kerb to front A443.  
Recommend approval.  
14/01134/CLE. Knighton Lodge, KoT. Lawful development certificate for the  
existing use of former Public House together with existing flat as a single  
dwelling. No comments regarding the facts as stated.
- b) The following determination was granted:  
Upper Lowbourn, KoT. Conversion of existing single storey outbuilding into  
ancillary residential accommodation.
- c) Application determined under delegated powers: none.

7) **Finance.**

- a) Draft budget / precept. A second draft budget had been prepared following  
further information received regarding election fees and subscriptions.  
Election fees are estimated at £600 for a contested election, £26.49 if  
uncontested. Following a further review of reserves, it was identified that these  
are healthy and should an election occur, fees could be paid from the reserves.  
It was further suggested that £300 be put towards increasing the  
grants as follows: £150 each to Temespan, Knighton on Teme PCC, Lindridge  
Pre-school and Tenbury CAB. £300 should be put towards decreasing the  
precept.

A precept of £4520 will be requested.

The above was proposed by J Rugman, seconded by C Bevan, all agreed.

- b) Review of bank signatories. All forms and ID have been taken into the bank, the Clerk will check progress.
- c) Clerks salary (£673.14) & expenses (£19.22) were approved.
- d) Photocopies charges amounting to £12.00 were made payable to Brimfield & Little Hereford GPC.

**8) Highways**

- a) Lengthsman Scheme. Ian's account for November was approved - £160.
- b) Noticeboard at Bickley – J Powell to advise.
- c) State of Church Lane/Hill – vegetation overgrowth. Completed.
- d) Risk assessments - Concerns raised regarding the seat at Maes Court, the bus shelter and the notice board at Wyrebrook Orchard are in hand.

**9) Vacancy for a Parish Councillor.**

No other applications have come forward apart from Jonathan Barnes. It was proposed by C Bevan, seconded by J Rugman to co-opt Jonathan as a member, the Clerk will contact him.

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

Work has been carried out below Tavern Lane on the highway, clarification has been sought. A passing place at the top of Aston Bank which is used by vehicles has developed into a large hole. Clarification will be sought from highways where responsibility lies.

The hole in the verge between Aston Court and Aston Bank Farm has finally been repaired.

**11) Date of next meeting:** 7.30pm on Tuesday 6<sup>th</sup> January, 2015.

There being no other business, the meeting closed at 8.15pm.

Signed .....  
Chairman

Date .....