

**The minutes of Knighton on Teme Parish Council Meeting
held at Knighton on Teme Parish Room at 7.30pm on 5th July, 2016**

Present: Cllrs Mrs P Davies, Messrs J Rugman, R Lear, D Hubbard, J Barnes,

In attendance: Clerk, Mrs Karen Yates, Cllr C Dell.

Mr J Rugman chaired the meeting.

1) **Apologies:** R Collie, C Bevan, J Powell, K Redfern, Cllr K Pollock.

2) **Register / Declarations of Interest** – none

Dispensations – none

Public Question Time

3) **District/County Councillor's Report.** Cllr Dell thanked the community for the village fete held at the weekend. The district council is improving its customer service and telephone messaging. Tenbury Wells Business Park is included in their 5 year plan for local employment. Their Chairman is walking the whole district and is in our area on 1st September, parish councillors are welcome, this is in aid of local mental health charities. Discussions continue over Eastham Bridge.

4) **Minutes:** Minutes of the meeting held on 7th June, 2016 were approved.

5) **Correspondence:**

a) Items of correspondence noted.

6) **Planning**

a) There were no planning applications.

b) The following determination was read out

16/00470/PDN The Bank. KoT. Notification for prior approval for a proposed larger home extension. Refused. (Not consulted – for information only)

c) Development at Bickley Lane. Nothing to report. An update to be sought for the next meeting.

7) **Finance.**

a) Clerks salary £232.02. Wage slip to be checked.

b) Pension scheme. The Clerk confirmed again that the staging date is 1st August and that a declaration of compliance has been started. Draft letters were approved, from the PC to the Clerk and vice versa highlighting the terms and conditions that apply. These were duly signed. The declaration of compliance will be completed following 1st August, the system will then be monitored each pay date to ensure the thresholds do not change.

c) Draft revised Financial Regulations were circulated highlighting changes to the procurement of contracts that were made as per the model suggestion. It was proposed by J Barnes, seconded by R Lear to approve these changes, all agreed.

- d) Draft revised Standing Orders were circulated highlighting changes required due to 7c above. It was proposed by D Hubbard, seconded by P Davies to approve the changes, all agreed.

8) **Highways**

- a) Lengthsman Scheme. Account for June approved at £192.
Hours to be reviewed. The trees overhanging Tavern steps to be cut back.
- b) Blocked gully at High Hall – an update has been requested.
- c) Potholes above Aston Bank bridge have been reported.
- d) Potholes reported in Bickley – completed.
- e) Potholes on the Shropshire border – reported.
- f) Potholes/road degeneration outside the bus shelter – previously reported, but no repairs were deemed necessary.
- g) Overgrown trees and shrubs around Station House have been reported.
Members suggested that WM Housing be asked if there are any plans for Station House, concerns about its state of repair were voiced, as was our continued support to a future housing project. To be placed on the next agenda.

9) **Presentation on the work to the roof of Knighton Church.**

The Chairman advised the meeting with the help of photographs of the work carried out on the tower of the church. The church dates back to 1200, and is considered unusual, so worth saving. The tower was built at that time with cedar laths, its age and woodpeckers had caused major damage. Photographs show before and after pictures. A Heritage Lottery Fund Grant of £100K was sought, of which 70% was funded, the rest was made up of donations and church funds. Following inspection, a further £100K of work was found to be needed, and extra £113K was agreed. Thick oak was used to solidify the structure, with calculations for the weight being carried out by John Wheatley, the Architect assigned to the project. The tower is now quite bright, but will weather naturally as it ages.
The Chairman was thanked for his talk.

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

There being no other business, the meeting closed at 8.20pm.

Signed
Chairman

Date