

**The minutes of Knighton on Teme Parish Council Meeting
held at Knighton on Teme Parish Room at 7.30pm on 5th December, 2017**

Present: Cllrs C Bevan, J Rugman, R Lear, J Powell, J Barnes C Albert, R Collie, K Redfern,
In attendance: Clerk, Mrs Karen Yates, Michael Simpson-Project Manager-We Don't Buy Crime-West Mercia Police.

Mr J Rugman chaired the meeting.

Welcome to Michael Simpson who had come along to talk to us about Smartwater, a registering and marking system to deter crime and identify stolen property. 'Immobilise.com' is a website used by the police that you can register for free your property which can then be used to identify stolen property.

'We don't buy crime', is a website used to detail lost property which can then be passed to second hand shops to alert them to stolen goods. You should advertise the fact that your property is marked by stickers in windows, which acts as another deterrent. Police currently have a large amount of property that they do not know who it belongs to.

Smartwater in partnership with the police market the kit to groups at a subsidised rate of £8.90. This was taken up in Cleobury Mortimer successfully and crime has reduced.

Smartwater comes as a bottle of liquid that can mark 50 items, unique to its owner with a registration form to fill in. UV light identifies the product. Some funding may be available via Police & Crime Commissioner.

Michael would be willing to come along to an open event to market this in the parish if required.

Thank were given to Michael who left the meeting.

- 1) **Apologies:** D Hubbard, K Pollock
- 2) **Register / Declarations of Interest** – none
Dispensations – none

Public Question Time

- 3) **District/County Councillor's Report.** Cllr K Pollock had circulated his report to all members.

- 4) **Minutes:** Minutes of meeting held on 7th November, 2017 were approved.

5) Correspondence

- a) General Data Protection Regulation – preparation and training. As part of the audit procedures, it was agreed to review and delete old data in all formats that the Clerk holds. Members should do the same, if unsure about anything, pass to the Clerk to keep/delete. A draft privacy notice to be drafted for the next meeting. Worcestershire Council have confirmed that the current website will continue. It is unclear as to whether the Clerk can be the DPO due to conflict of interests, we await further information and training from CALC.

6) Planning

- a) There were no planning applications.
- b) The following determination was read out:
17/00659/HP & 17/00660/LB. Aston Bank Cottage, KoT
Demolition of modern outbuilding and replacing with a cart shed with ancillary living accommodation and drive (Removal of condition 9 of planning permission 16/00729/HOU).
Refused.
- c) Planning applications determined under delegated powers: none.
- d) The Tavern-possible unauthorised development. Nothing to report.

7) **Finance**

- a) Clerks salary December-£235.40, and expenses £34.70, agreed.
- b) Draft budget 2018-2019. A further draft budget to be placed on the next agenda.
- c) Grants for 2018-2019, to be placed on the next agenda.
- d) Internal auditor enquiries. No conflict on interests have arisen, Clerk to meet Graham Worton in the new year, he has been confirmed as our internal auditor.
- e) Photocopies for October-December 2017. £13.14, agreed.
- f) MS Office – request to be purchased for use on the laptop at £89.99. To be placed on the next agenda.
- g) 2nd quarter accounts for approval. Agreed.

8) **Highways**

- a) Lengthsman Scheme. Account for November-£180. Agreed.
- b) Pothole in Church Hill – confirmed no potholes to fill. Completed.
- c) Pothole on A456 outside Monks Bridge - reported.
- d) Drain below Tavern Lane – reported.
- e) Passing places on Aston Bank. Concerns have arisen of traffic meeting on Aston Bank and not being able to pass safely due to gateways/verges not being safe to use. Landowners will be approached in the first place to see if gateways can be improved to be used as a passing place.
- f) Dog fouling – a response will be sought from Cllr Dell regarding emptying of bins.
- g) BT rattling lid on A456 – reported.

9) **Councillors' reports and items for future agenda.** Consideration to be given to including Smartwater within the budget for next year. A reminder about the kiosk and its use to be placed in Temespan.

10) **Date of next meeting:** 7.30pm on Tuesday 2nd January, 2018.

There being no other business, the meeting closed at 9pm.

Signed

Date

Chairman