

**The minutes of Knighton on Teme Parish Council Meeting  
held at Knighton on Teme Parish Room at 7.30pm on 2<sup>nd</sup> July, 2019**

**Present:** Cllrs R Bolton, D Hubbard, R Lear, R James  
**In attendance:** Clerk, Mrs Karen Yates, Cllr D Godwin  
Mr D Hubbard chaired the meeting.

1 **Apologies:** E Mapp, J Barnes, K Redfern

2 **Register / Declarations of Interest** - none  
**Dispensations** – none

**Public Question Time**

3 **District/County Councillor's Report.** Cllr Godwin advised that the new administration in place are still to give guidance on new policies and procedures, it is thought that this will take an environmentally orientated approach. The South Worcestershire Development Plan review is underway, including broadband improvement and more electric charging points in new homes and car parks. Ash tree decline is of particular concern as is Japanese Knotweed. It is thought that Tenbury Post Office will re-open on a permanent basis, talks are ongoing. Coordinating highway and service works is of concern to the district council also, emptying drains along the highway seems sporadic, only those highlighted rather than cleaning the whole lot are done, lack of resources was to blame.  
It was also advised that Armed Forces Day in the county was a great success.

4 **Minutes:** Minutes of meeting held on 4<sup>th</sup> June, 2019 were approved.

**5 Planning**

- a There was one planning application.  
19/00822HP / 00823/LB. The Hop Kiln, Knighton on Teme.  
Erection of a gazebo. No objections.
- b There were no planning determinations.
- c Planning applications determined under delegated powers: none
- d Station House. A site visit has taken place by the conservation officer. It could be seen that the layout of the station still remains and could easily be retained within a development of the site, as could the station house itself. An application to nominate the station buildings for a Local List could be made and due to its history, it is likely that it would be included. MHDC have a Local List SPD but currently no formal, adopted list. As a Heritage Team they are currently looking at simplifying the process of forming a Local List. However they are able to designate non-designated heritage assets on an ad hoc basis, with both the Local Plan and the NPPF providing the associated policy protection.  
A change in ownership of the station site has occurred and the conservation officer has already highlighted its interest to planning colleagues. Should any applications or enquiries be received they will be treating the site as being of local interest and therefore requesting that the buildings be retained and repurposed in such a way that their original function be respected.  
The Clerk to contact the local historical society and a local person with an interest in this subject to forward to the planning team.  
A letter has been sent to the previous owners regarding the state of the property, no reply has been received, this will be placed on the next agenda.

**6 Finance**

- a Clerks salary July £259. Agreed.
- b Workplace Pension Scheme. Re-enrolment for Clerk on 1/8/19.

- c Request to support Parish Rooms grant to improve thermal efficiency. Parish Room Committee have advised this is currently on hold, a meeting is being held this month. To be placed on the next agenda.
- d Remembrance bench – D Hubbard advised that in excess of £1200 has been collected for the bench, 3 quotes have been received, it has been decided to accept a quote of £1230 from D Broom at Cleobury Mortimer. A request for a donation towards fixtures and fitting was requested, £250 is required. Cllr Godwin advised that he would donate £100 from his funds, it was proposed by R James, seconded by R Lear to give £150 from the Parish Council, all agreed. Thanks were given to all concerned.
- e Internal audit fees from Whittingham Riddell were agreed at £312.

The Clerk asked if there was anyone local that could be approached for carrying out our internal audit next year, the internal auditor for Clerks other parish will to be asked.

- f Litter bins – banding and tool to fix in place - £119.76. Agreed.

The original post at Tavern Lane has been removed, quotes for a new post from Broxap were £28 + £35 pp – posts cannot be sold separately for the same price. It was agreed to look into a further source. Highways were approached stating that it is the district council who look into litter bins, they misunderstood our request for the post opposite to be secured, it is thought this may take some time if they agreed to repair it-further permission would also be needed to site the bin. As we already have permission on the other side of the verge, it was agreed to source a cheaper post.

## 7 Highways

- a Lengthsman Scheme. Invoice for June - £240 + £48, total £288. Agreed.
- b Blocked drain outside Field Farm – the landowner at Bickley Farm to be contacted again, it appears markings have been placed on the road for repair.
- c Pothole outside Wrens Nest, Shropshire. An apology had been received as we have not received a reply to our letter, this is being chased up.
- d Overgrown hedges at Woodgates Green – The landowner to be contacted stating that if the council cut the hedges, they will charge back the costs.
- e Sunken verge in Jewkes Lane – this is due to be repaired but a backlog of drainage issues has delayed work.
- f Blocked drains along the A456 have been reported. This will be looked at on the next round of monthly checks by Highways.
- g Drain below Tavern Lane. This will be looked into when Highways are next in the area.

- 8 **Glass recycling in the parish.** It was thought the layby on the A456 would be the best place to place this. A letter to be sent to residents at Talbot Cottages explaining our intention, if there is no objection this will be relayed to the MHDC.

There is no objection by MHDC to site a litter bin at this location, but we would have to provide it. This will be placed on the next agenda, with an update on budget against spend.

- 9 **Vacancies for 2 Parish Councillors.** Co-option notices will go into Teme Span in September, the date was queried by the Editor, the Clerk advised it was open ended.

- 10 **Annual Police Report** – A report was submitted, the local team were unable to attend tonight. The parish has had its fair share of crime over the last 12 months, but lower than other parishes. However, complacency must not set in. The Police continue to attempt to disrupt/stop crime, the public are reminded of Smartwater to mark valuables, to lock outbuildings, to keep in touch with their Neighbourhood Watch Team and the local police. The report will be placed on our website.

- 11 **WCC Community Solutions Funding** – opportunities for funding. The link had been circulated to all members, further information to be sought and re-circulated for ideas to be placed on the next agenda.

Community Groups can also benefit, the Parish Rooms to be notified.

**19/13**

12 **Councillors' reports and items for future agenda.** Awareness of Japanese Knotweed to be circulated around the Parish, our Lengthsman also to be advised.

13 **Date of next meeting:** 7.30pm on Tuesday 6<sup>th</sup> August, 2019.

There being no other business, the meeting closed at 9.15pm.

Signed ..... (Chairman)

Date .....