

**The minutes of Knighton on Teme Parish Council Meeting
held at Knighton on Teme Parish Room at 7.30pm on 3rd September, 2019**

Present: Cllrs R Bolton, D Hubbard, E Mapp, K Redfern, R Lear

In attendance: Clerk, Mrs Karen Yates.

Mrs K Redfern chaired the meeting.

1 **Apologies:** J Barnes, R James, Cllr K Pollock

2 **Register / Declarations of Interest** – E Mapp, item 7a

Dispensations – none

Public Question Time

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

Cllr Pollock had circulated his report to members and will be placed on the website.

4 **Minutes:** Minutes of meeting held on 6th August, 2019 were approved.

5 Planning

a There were no planning applications.

b The following determination was granted:

19/00823/LB The Hop Kiln, KoT. Erection of a gazebo.

c Planning applications determined under delegated powers: none

d Station House. A response from Severn Valley Railway is awaited.

A letter to be forwarded to WM Homes - Worcester Office. The property has recently been broken into, as it is unsure if the property is still in their ownership, further enquiries to be made.

6 Finance

a Clerks salary September £259 and expenses £17.92. Agreed.

b Request to support Parish Rooms grant to improve thermal efficiency. Awaiting further information from the Parish Room Committee, to be placed on the agenda at a later date should our support be needed.

c Remembrance bench – This is in hand. Cllr James and Cllr Godwin to be contacted regarding outstanding donations. Confirmation of completion date is also required to organise a ceremony for installing the bench. Insurance costs to be sought.

d Litter bin near Tavern Lane – new post costings - £51.42. Agreed.

e First draft budget for 2020-2021. A draft was circulated. A contingency of £1000 to be added, the precept initially increased by £1000. Members to review for the next meeting.

f Revised financial regulation for review. The changes are to review dates and timescales to suit local circumstances, the Clerk to review and draft for the next meeting.

g Photocopies payable for July-Sept 2019 - £15.18. Agreed.

7 Highways

a Lengthsman Scheme. Invoice for August - £240 + £48, total £288. Agreed.

b Blocked drain outside Field Farm – the landowner at Field Farm has reported this, the drains are to be jetted. The Clerk has asked for an update from highways.

c Pothole outside Wrens Nest, Shropshire. An update has been sought asking when they are to repair the outstanding defects, Cllr Godwin to be contacted for his support, another letter to be sent to the CEO of Shropshire Council.

d Overgrown hedges at Woodgates Green – An update to be sought for the next meeting.

- e Blocked drains along the A456 have been cleared.
- f Drain below Tavern Lane. An update to be sought for the next meeting.
- g A456 closure of layby. A request has been placed with highways to close the layby. It was further agreed to contact Environmental Health to advise of the health concerns regarding human waste. MHDC will be contacted to request a litter pick.

8 Glass recycling in the parish.

No response to our request for a suitable site or system had been received. It was agreed to contact Cllrs Pollock and Godwin to request their support for a cost effective, environmentally friendly system for all residents to recycle their glass.

9 Vacancies for 2 Parish Councillors. Mr Robert Higginson has applied for one of the vacancies, he was proposed by R Lear, seconded by D Hubbard to be co-opted to the Parish Council, all agreed.

10 Councillors' reports and items for future agenda.

- Overgrown hedges/trees were reported along the A456, Cllr Mapp to confirm contact.
- Highways to be contacted regarding the broken white lines outside The Smithy along the A456, to request they change to double lines to discourage overtaking.
- A litter pick to be organised for 3rd November.
- Lengthsman to be requested to cut back verges and clear drains down Church Lane.
- The Chairman asked members to think about any ideas to involve the community or to promote ideas about local issues of importance, thinking about the success of the defibrillator, to be placed on the next agenda.
- Concerns were raised regarding possible unauthorised planning opposite the caravan park/Jewkes Lane, to be placed on the next agenda.

11 Date of next meeting: 7.30pm on Tuesday 1st October, 2019.

There being no other business, the meeting closed at 8.40pm.

Signed (Chairman) Date