

**The minutes of Knighton on Teme Parish Council Meeting
held at Knighton on Teme Parish Room at 7.30pm on 1st October, 2019**

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

In attendance: Clerk, Mrs Karen Yates, Cllr D Godwin

Mrs K Redfern chaired the meeting.

Welcome to new member Robert Higginson, a declaration of office was signed.

1 Apologies: J Barnes, 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.

Cllr Godwin updated us on various District matters. Concerns remain regarding glass recycling, Malvern state an area of land needs to be found but there seems no suitable sites in the parish. It was questioned whether glass could be collected in some way at the same time as the pink recycling bag collections.

Planning services are stretched due to lack of resources, coordination of highway works seems difficult to organise.

4 Minutes: Minutes of meeting held on 3rd September, 2019 were approved.

5 Planning

a There were no planning applications.

b There were no determinations.

c Planning applications determined under delegated powers: none

d Station House. No further responses had been received regarding locally listing the buildings.

Cllr Mapp had forwarded contacts regarding maintenance of the building, repairs due to be carried out on 16th September.

Members had expressed concerns on the future of the building, it appears it remains in the ownership of the housing association. It was agreed to invite them to a future meeting to discuss its future.

e Possible unauthorised development opposite Jewkes Lane. No further information had come forward regarding this matter, to be removed from the agenda.

6 Finance

a Clerks salary October £259. Agreed.

b Remembrance bench – Outstanding donations are in hand, the bench is near completion, a date for installation to be agreed. No further costs will be incurred to add it to our insurance policy.

c Second draft budget for 2020-2021. A revised draft was circulated, members to review for the next meeting.

d Revised financial regulations for review. A draft was circulated, square brackets at 5.1 to be removed relating to credit references. All agreed and adopted.

7 Highways

- a Lengthsman Scheme. Invoice for September - £240 + £48, total £288. Agreed.
- b Blocked drain outside Field Farm – Clerk to request an update on jetting status.
- c Pothole outside Wrens Nest, Shropshire. Clerk had requested an update, no further information had been received. An email had also been sent to Cllr Huffer who represents the area, no response. Copies to be sent to D Godwin who agreed to contact P Dunne on our behalf.
- d Overgrown hedges at Woodgates Green – No response had been received. A local contractor could be asked to cut the hedge back and costs re-charged back to the landowner. A letter to the landowner advising of this and to highways, D Godwin to follow also up.
- e Drain below Tavern Lane. An update to be sought for the next meeting.
- f A456 closure of layby. No response as yet from Worcs CC. Malvern have advised that they intend to clear the area and place a sign to deter people from using it as a toilet. D Godwin advised us to request if the layby is part of the adopted highway. Environmental Health have advised that this is a matter for the local authority.
- g A456 request for white lines by Smithy. Requested.
- h Litter Pick – 3rd November. This has been advertised and is in hand.
- i Overgrown hedges along A456 – reported to landowner.
- j Potholes at Bickley x3 – reported.
- k Newnham Farm hedge removal.
E Mapp declared an interest and left the meeting.
Concerns were raised regarding the removal of hedges on land at Newnham Farm – to be reported to planning services.
E Mapp returned to the meeting.

8 Glass recycling in the parish. It will be requested if the collection of glass by pink bag users can be arranged at the same time, perhaps in a box?

9 Vacancy a Parish Councillor. One vacancy remains.

10 Promotion / inclusion of community ideas.

- a – S106 monies, inclusion of noticeboards
- b – S106 monies, inclusion of traffic calming measures

11 Councillors’ reports and items for future agenda. A request was made by E Mapp for funding to support a new library and books at Lindridge CE Primary School – to be placed on the next agenda.

The Chairman thanked Cllr Hubbard for his help in placing the litter bins around the parish.

12 Date of next meeting: 7.30pm on Tuesday 5th November, 2019.

There being no other business, the meeting closed at 8.45pm.

Signed (Chairman)

Date