

**The minutes of Knighton on Teme Parish Council Meeting
held at Knighton on Teme Parish Room at 7.30pm on 5th November, 2019**

Present: Cllrs R Bolton, D Hubbard, E Mapp, R Lear, R Higginson, J Barnes

In attendance: Clerk, Mrs Karen Yates, Cllr K Pollock

Mr D Hubbard chaired the meeting.

1 **Apologies:** K Redfern, Cllr D Godwin

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 to be placed on the website. Cllr Pollock took questions and agreed to look into local highway issues.

4 **Minutes:** Minutes of meeting held on 1st October, 2019 were approved.

5 Planning

a There was one planning application:

19/01286/FUL Knighton Lodge, KoT. Conversion of 1 dwelling to 2 dwellings.

We have no objections to the conversion, however due to changes in legislation and the increase in occupancy levels, the existing septic tank would be incapable of servicing either property. Foul water discharge is not detailed in the plans. We would recommend each house has a separate treatment plant or single unit sufficient to process foul water from 2 multi-occupied dwellings and any effluent and outfall sufficiently retained and drained within the curtilage of the properties.

b There were no determinations.

c Planning applications determined under delegated powers: none

d Station House. There had been no response to our request to meet the current owners to discuss future plans, it was agreed to write to the Company Manager and pursue a meeting.

Repairs are in hand.

e Newnham Farm hedge removal. This has been passed to the enforcement section at Malvern.

6 Finance

a Clerks salary October £258.54. Agreed.

b HMRC Tax/NI payment - £1(tax 50p, employee NI-23p, employer NI-27p. Paid.

c Remembrance bench has been delivered and is being fixed in place outside the church ready for unveiling on Saturday at 12noon, Tenbury British Legion attending.

Outstanding fees of £1076 paid from monies collected from the community.

d Request to support refurbishment of Lindridge Primary School library. £2000 is required to improve the library, local companies, charities and grant lenders have been approached. It was proposed by

D Hubbard, seconded by J Barnes to donate £100 towards this good cause. All agreed.

e Grants for 2020-2021 – to be considered at the next meeting.

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

g 2nd quarter accounts for approval. Agreed.

7 Highways

- a Lengthsman Scheme. Invoice for October - £240 + £48, total £288. Agreed.
- b Blocked drain outside Field Farm – The landowner had requested a further update, Cllr Pollock agreed to follow this up.
- c Pothole outside Wrens Nest, Shropshire. No feedback had been received to our request for an update, this will be passed to the neighbouring parish council for their consideration.
- d Overgrown hedges at Woodgates Green – the Clerk advised that following a telephone call to CALC, our powers do not extend to cutting back private hedges and requesting costs back, this is the remit of the local authority. Cllr Pollock to follow up, D Hubbard to speak to the landowner.
- e Drain below Tavern Lane. A new request will be submitted as this area has flooded again.
- f A456 closure of layby. Worcs CC replied advising that the layby is within their remit, MHDC previously advised that the layby will be monitored.
- g A456 request for white lines by Smithy. Requested.
- h Litter Pick – 3rd November. There was a good turnout on the day and all areas of the parish were covered. The Chairman has placed a report in Temespan, thanks were given to everyone for their help.
- i Overgrown hedges along A456 – reported to landowner. This will be chased up for the next meeting. It was further advised that the landowner the other side of this entrance should also be contacted to cut back their hedges.
- j Potholes at Bickley x3 – reported.
- k Missing cover along the A456 – reported.
- l State of road between Little London and Jewkes Lane. This road has become progressively worse from the caravan park to Jewkes Lane and up to Commonwood Farm. To be reported.
- m Replacement bin bags for residents not using bins. A resident had reported that they had not received replacement bags when requested, advice had been given and the problem resolved.
- n Risk assessments on assets. All assets had been assessed, the noticeboard at Bickley is rocking slightly and will be checked and reported at the next meeting.

8 Glass recycling in the parish. No further responses had been received. It was agreed that until a suitable site can be found for a recycling unit, no progress will be made.

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. Planning to be contacted regarding how to apply for this.

11 Councillors' reports and items for future agenda.

There is a collapsed drain at the junction by the kiosk, a blocked drain along the A456 near Wyrebrook Orchard, and a blocked drain outside Midwest along the A456. All to be reported.
The litter bins do not seem to be being emptied, this will be reported via the MHDC website, no response to our emails has been received.

12 Date of next meeting: 7.30pm on Tuesday 3rd December, 2019.

It was proposed by E Mapp, seconded by R Lear not to hold regular meetings in January. All agreed.

There being no other business, the meeting closed at 9.10pm.

Signed (Chairman)

Date