

**The minutes of Knighton on Teme Parish Council Extraordinary Meeting
held at 7pm on 10th February, 2022 at the Parish Rooms**

Present: Cllrs R Lear, R Bolton, J Ruffles, D Hubbard.

In attendance: Clerk, Mrs Karen Yates.

Mr D Hubbard chaired the meeting.

1 **Apologies.** J Barnes, Cllr D Chambers. Due to personal commitments, Louisa has tendered her resignation, thanks will be sent.

2 **Register / Declarations of Interest.**

Dispensations

Public Question Time

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

Cllr David Chambers had circulated his report to all members. An update on the current status of Tenbury Hospital will be sought at the next meeting.

4 **Minutes:** Minutes of meeting held on 7th December were approved.

5 **Safety along A456, Newnham Bridge.**

a VAS sign – The Chairman has made various enquiries to neighbouring parishes regarding their signs and two companies have used. The Chairman and J Ruffles to review and report at the next meeting. The post is in place.

Lengthsman agreement / risk assessment to be reviewed when VAS's in place.

b Installation of white village gates – awaiting date with Highways, the Chairman to follow up.

6 **Planning**

a There were no planning applications

b The following determination was approved:

21/02131/AGR Newnham Court. Agricultural building for hydroponic farming.

c Planning applications determined under delegated powers. None.

7 **Finance**

a Clerks salary January £265.46 & February £265.46. Agreed.

b 3rd qtr accounts for approval. Agreed.

c Review of bank mandate. It was agreed to hold the bank mandate until the Clerk is in place.

d Parish Room hire 2021 - £245 including defibrillator costs 2019-2021. Agreed.

e Data Protection Fee renewal - £40. Agreed.

f McAfee anti-virus renewal 1 year - £69.99. Agreed.

8 **Highways**

a Lengthsman Scheme. December a/c £288, January a/c £288. Agreed. The Tavern steps and Church Hill have been cleared, riverside kerb through Newnham to be cleared this month. The side of the road between Upper Lowbourn and Field Farm to be looked at by the Lengthsman as a hole has appeared, he may be able to re-fill it in.

b Cracked drain opposite Mill Lane. Work planned for 11th January, 2022. This has not been done, Clerk will follow up with Severn Trent.

c Blocked drain outside High Hall. The broken pipe is due to be repaired on 6th June.

d Water leak at Bickley Lane/Tavern junction. Re-reported, being monitored.

e Drains to be jetted around The Talbot – these have been done, however two have been missed and will be reported.

f Overgrown hedges in Jewkes Lane – landowner is still being pursued by Highways.

g Rubbish in layby – cleared. The snack bar owner is helping to keep the layby clear of rubbish.

h Sewage of road outside Bannersfield. The owner has replied stating that a new treatment plant is being installed to rectify this problem.

9 **Broadband issues in the parish.** The Chairman has had no reply to emails sent to BT Openreach and Worcs CC and will try again. It appears the current scheme is paused but BT are still asking anyone interested to express an interest. This will be advertised in the parish as well as the Parish Council pursuing our original request – it appears that 781 numbers are on one exchange and that also covers households outside our parish, this needs looking at further.

10 **Email addresses.** To be pursued in the new financial year.

11 **Vacancies for two Parish Councillors.** An application had been received from Emma Mapp, she was proposed on to the Parish Council by D Hubbard, seconded by R Bolton, all agreed. Another vacancy has now occurred due to Louisa resigning, this will be progressed.

12 **Election of Vice Chairman.** To be further discussed when a full council is in place.

13 **Vacancy for a Parish Clerk.** A review of the post including salary has been suggested by CALC to make the post more attractive, it was proposed a starting salary of Scale 24 - £14.90ph up to Scale 26 - £15.83ph after 3 years be implemented, seconded by R Bolton, all agreed. The Chairman to progress.

14 **Spring litter pick** – to be arranged for either 27th March or 3rd April.

15 **Councillors' reports and items for future agenda.** Cllr Chambers to be asked what the process is for checking highway works carried out, it was also voiced that new tarmac laid appears to be of a poorer quality.
The litter bins have been emptied today, having been left off the last collection round due to a key mix up.
Queens Platinum Jubilee – thoughts and suggestions to be placed on the next agenda.

16 **Date of next meeting:** 7pm on Tuesday 1st February, 2022 at the Parish Rooms.

The meeting closed at 8.35pm

Signed (Chairman) Date