

**The minutes of Knighton on Teme Parish Council Meeting
held at 7pm on 6th July, 2023 at the Parish Rooms**

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

In attendance: Clerk, Ms Rachel Lambert

Members of the Public Present: Ms J Cornes and Mr S Perry

PC19 Receive Apologies for Absence

Cllrs D Hubbard and J Barnes

Councillor D Chambers

Due to the absence of Cllr Hubbard, Cllr Ruffles chaired the meeting.

PC20. Declarations of Interest

Cllr Bolton declared an interest in planning reference M/23/00302/LB.

PC21. Declarations Personal and Prejudicial Interest

None.

PC22. Receive Questions from the Public

Julie Cornes commented on a large hole near to Jukes Lane that required reporting to Highways.

ACTION: Clerk

PC23. Minutes of the 18th May 2023 Meeting

The Minutes were adopted and signed by the Vice-Chairman.

PC24. District/County Councillor's Report.

Cllr Chambers had circulated his report to all members and a copy would be available on the Parish Council website.

PC25. Public Path Warden

No Report. The current Path Warden was stepping down from the role. The Clerk was to advertise the voluntary role in Temespan and local noticeboards.

PC26. Councillors

Nothing to report.

PC27. Clerk

Two co-option applications had been received. These would be circulated ahead of the next meeting and discussed to consider co-option.

PC28. VAS Sign

An update of which VAS system would be purchased would be updated at next meeting.

PC29. Planning

Applications received.

Reference: M/23/00302/LB The White House, Newnham Bridge, Tenbury Wells, WR15 8JE. Demolition of side extension and replacement single storey extension.

Reference: M/23/00619/HP, Bramley Hollow, Knighton on Teme, WR15 8NA – Erection of two storey and ground floor extension.

Determinations Received:

PLANNING REF: M/23/00552/AGR
The Old School House, Knighton on Teme
General Purpose Agricultural Building
REFUSED

Planning applications determined under delegated powers – NONE

PC30. Finance - Agree, check and minute accounts – Cllrs Lear and Ruffles agreed, checked and signed accounts.

Accounts paid since last meeting

a)	Parish Clerk, Salary – May & June 2023	£ 828.32
b)	Avensys UK Ltd, Repair costs to Defib.	£ 632.40
c)	Parish Lengthsman – Services for April 2023	£ 288.00

Accounts Unpaid

d)	Parish Clerk, Expenses for May & June 2023	£ 29.00
e)	Knighton on Teme Parish Rooms – Hire of Rooms	£ 75.00

The Clerk commented that a cheque raised as a donation for the Church had not been cleared and would now have expired.

Bank Reconciliation Statement – The council agreed the bank statement and signed by the Vice-Chairman.

PC31. Discuss Highways Items

- Update on defibs for annual servicing would be carried forward to the next meeting. The council considering defib training. The Clerk would contact Martin Bennett to make enquiry on this.
- Website – Discuss at next meeting.
- Bus Shelter at Bickley – To carry forward to the next meeting.

Cllr Bolton raised the question of the road signs in Newnham Bridge and Knighton on Teme looked dirty. After discussions on this, it was agreed for the Clerk to contact the Parish Lengthsman to ask for these to be included in future works, as cleaning of the signs came under the remit of the Lengthsman.

The question was raised of trimming the hedge where the bus layby is at Newnham Bridge. The Clerk would contact the Parish Lengthsman.

PC32. Matters arising from last meeting – None.

PC33. Correspondence for Information –

- a) Report received from Cllr D Chambers.
- b) Revised quotation received for website/emails.
- c) Public Path Diversion Order.
- d) Email to highways re: roadside noticeboards not removed.
- e) End of year Audit return submitted.

PC34. Items for Next Agenda

- Bus Shelter at Bickley
- Defibs
- Co-Options
- Autumn Litter Pick

PC18. Date of next meeting:

The next meeting will be 7th September 2023 at Parish Rooms at 7pm, Knighton on Teme.

The meeting closed at 8.10 pm

Signed (Chairman) Date