

**The minutes of Knighton on Teme Parish Council Meeting  
held at Knighton on Teme Parish Room at 7.30pm on 2<sup>nd</sup> February, 2016**

**Present:** Cllrs Mrs P Davies, Mrs R Collie, Mrs K Redfern, Messrs C Bevan, J Rugman, J Barnes, J Powell, R Lear

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

Mr J Rugman chaired the meeting.

- 1) **Apologies:** D Hubbard.
- 2) **Register / Declarations of Interest**  
**Dispensations** – none

**Public Question Time**

- 3) **District/County Councillor's Report.**  
Cllr Pollock had circulated a report to all members, this will be posted on our website. Tenbury's new recycling centre is due to open on 18<sup>th</sup> February every Thursday, Saturday and Sunday, confirmation is awaited.  
Mirrors on the highway to aid visibility are not generally supported by highways, consideration should be given to using private land with permission if the response is negative. There is a new leader in place on Worcestershire Council, a re-shuffle has also occurred, £11m of further savings have been identified. There is a need for a fairer rural system of finances that ensure urban areas do not unfairly benefit. Potholes should continue to be reported.
- 4) **Minutes:** Minutes of the meeting held on 5<sup>th</sup> January, 2016 were approved following a minor amendment.
- 5) **Correspondence:**
  - a) Items of correspondence noted.
- 6) **Planning**
  - a) There were no planning applications.
  - b) The following determination was read out:  
15/01615/FUL. Oxnalls Farm, Newnham Bridge.  
Change of use of traditional brick and tile buildings from agriculture to two residential dwellings including demolition of adjoining redundant building.  
Withdrawn.
  - c) Applications determined under delegated powers: none.
- 7) **Finance.**
  - a) Automatic enrolment – workplace pensions. The Clerk had circulated the latest CALC update, our staging date is 1/8/16. A declaration of compliance needs to be started by 1/5 /16. The Clerk is considered an entitled worker – employers do not have to automatically enrol entitled workers, but they have a right to join a scheme. The employer does not have to pay into the scheme unless they choose to, but would have to deduct contributions from the employee if they were enrolled.

The Chairman and Clerk to meet to work through the process and report back.

- b) Parish Room hire and defibrillator electricity costs £300 & £40 - £340. Agreed.
- c) 3<sup>rd</sup> quarter accounts – were circulated for approval. K Redfern signed, all agreed.

8) **Highways**

- a) Lengthsman Scheme. Invoice for January £216 approved. Clarification on the blocked gully near Field Farm will be sought as Ian could not locate it initially. A reminder to also clean the signs and extend grips as far as possible.
- b) Wildlife verges – J Barnes advised of a website - growwild.co.uk where you can register to receive wild seed packs – the Clerk to action.
- c) Blocked drain below Tavern Lane – a new pipe and gully was installed to the main storm water system.
- d) Dog fouling along A456 from Bickley Lane – to be discussed at the next meeting.
- e) Litter pick – 13/3/16. Notices have been advertised in Teme Span – to also go on to the notice boards. A risk assessment has been drafted, the police to be informed the week before. Volunteers were identified at the meeting for certain areas. Packs now cost £5. It was agreed to request 2 packs.
- f) Request for a mirror opposite Tavern Lane. To also include road markings and signage to aid visibility and improve safety. Request made. If refused, to check on what grounds and request advice.
- g) Blocked gully at High Hall – requested.
- h) Blocked gully at Field Farm – Ian to review.

- 9) **Survey / review of community needs** – to be placed on the April agenda – to check Teme Span advert.

- 10) **Councillors' reports and items for future agenda.** Potholes will be reported at Tanhouse Lane, A443 near to boundary, outside Monks Bridge Cottage, outside Old Rectory, between Lowbourne and Church, outside Commonwood Villa, outside the bus shelter and the bottom of Aston Bank by railway bridge. The Clerk advised that D Hubbard had attended the neighbourhood planning presentation and suggested we discuss it at a future meeting – to be placed on the April agenda. Training items were noted and will continue to be circulated. The Good Councillor Guide was circulated to all, to be placed on the next agenda to discuss.

- 11) **Date of next meeting:** 7.30pm on Tuesday 1<sup>st</sup> March, 2016.

There being no other business, the meeting closed at 8.25pm.

Signed .....

Date .....

Chairman