

**The minutes of Knighton on Teme Parish Council Meeting  
held at Knighton on Teme Parish Room at 7.30pm on 3<sup>rd</sup> October, 2017**

**Present:** Cllrs Messrs D Hubbard, C Bevan, J Rugman, R Lear.

**In attendance:** Clerk, Mrs Karen Yates, Cllr C Dell, 3 members of the public  
Mr J Rugman chaired the meeting.

1) **Apologies:** R Collie, K Redfern, J Barnes, C Albert, K Pollock

2) **Register / Declarations of Interest** – none  
**Dispensations** – none

**Public Question Time**

The landowner at Aston Bank Cottage advised the meeting regarding the plans outlined at 6a, stating that discussions with neighbours to resolve the condition of planning were ongoing.

3) **District/County Councillor's Report.** Cllr K Pollock had circulated his report to all members. Cllr Dell advised that Severn Trent had liaised with MHDC about where water could be distributed in Tenbury during the recent problems, he suggested that parish council's contact them with suitable sites in their area for future reference.  
The condition of planning at 6a regarding Aston Bank Cottage was one of quality of life for all concerned, he suggested a written agreement between the parties be drawn up.  
Planning committee meetings in the future may not have so many councillors, which could mean that not all parishes are represented by their own members at committee, instead plans will be decided by members who may not be aware of local issues.  
The Malvern Hills magazine has been circulated following delivery issues, feedback would be welcome.  
Car parking in Tenbury changes to £1 for 2 hours next month.  
Thanks were given, Cllr Dell left the meeting.

4) **Minutes:** Minutes of meeting held on 5<sup>th</sup> September, 2017 were approved.

5) **Correspondence**

a) General Data Protection Regulation – in force May 2018

New legislation comes into force next May regarding data protection. A data protection officer will need to be appointed, it is thought the Clerk would take on this role. A training course is being held in Tenbury on 6<sup>th</sup> November, D Hubbard to attend. The Clerk is also attending along with a colleague from Brimfield & Little Hereford PC. An action plan/full audit of our systems is required, hours to be recorded by the Clerk, further information will be sought at the training session regarding ongoing financial and training requirements.

6) **Planning**

a) There were two planning applications.

17/01411/FUL Stony Cross, KoT. Change of use of land from agricultural to domestic curtilage, improvements to existing access, provision of drive and erection of single story detached garage and store.

Comment: We note that neighbour concerns regarding drainage rights/septic tank issues have not been addressed by the applicant. We refer to the penultimate paragraph in the letter from the landowner at Yew Top and would suggest this is a reasonable and necessary restriction if approved.

17/01352/HP Aston Bank Cottage, KoT. Demolition of modern outbuilding and replacing with a cart shed with ancilliary living accommodation and drive (Removal of condition 9 of planning permission 16/00729/HOU)

Comment: We understand that neighbouring parties are close to reaching an agreement on a suitable working arrangement and would expect this to be formalised by the planning department.

- b) The following determinations were read out:
  - 17/00622/HP. Hopview, Newnham Court, NB. Two storey side extension. Refused.
- c) Planning applications determined under delegated powers: none.
- d) Development at Bickley Lane. Enforcement have confirmed that they do not think the skip negatively affects the visual amenity of the area, nor can Street Scene assist in this matter.
- e) The Tavern-possible unauthorised development. This has been raised, awaiting a response.

**7) Finance**

- a) Clerks salary September-£235.40, agreed.
- b) Draft budget 2018-2019. It was agreed to increase the training budget to £300 initially to cover DP training, salary and audit fees will also be looked at.
- c) Kiosk expenses, D Graham - £100.71, approved.

**8) Highways**

- a) Lengthsman Scheme. Account for September-£180. Agreed.
- b) Station House – enquiries continue.
- c) Telephone Kiosk – Signs to be put up inviting people to leave/collect books, a note to be put into Temespan.
- d) Pothole outside Black and White Cottage, Bickley – completed.
- e) Seat at Maes Court – it has been suggested by leading manufacturers that washing is all that is needed. If required a teak oil can be applied but this will remove the natural layer of oil. D Hubbard to wash down this seat and the one at Longlength.
- f) Autumn Litter Pick – Sunday 5<sup>th</sup> November. Notices to be placed and to be placed in Temespan. The Clerk to obtain some heavy duty bags.
- g) Pothole in Church Hill – reported.
- h) Pothole outside Old Rectory – reported.
- i) Pothole on A456 outside Crown Hill. Nothing could be found at this spot, a pothole at Monks Bridge to be reported.

**9) Councillors’ reports and items for future agenda.**

A demonstration on the Smartwater initiative run by the Police will be requested.

**10) Date of next meeting:** 7.30pm on Tuesday 7<sup>th</sup> November, 2017.

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

Signed .....

Date .....

Chairman