

MINUTES of a meeting of **KNOCKIN PARISH COUNCIL** held in the Assembly Rooms, Knockin on Tuesday 11<sup>th</sup> May 2010 after the Annual Parish Meeting Present, Cllr Doyle, Cllr Lawson, Cllr Roberts (chairman), Cllr Keay, Cllr Jones, Clerk: P. O'Hagan,  
0 members of the public present. Cllr Walpole Shropshire Council

**1 ELECTION OF OFFICERS FOR THE YEAR 2010/11**

- i to elect a chairman **RESOLVED** to elect Cllr Roberts as Chairman
- ii to elect a vice chairman **RESOLVED** to elect Cllr Lawson

**2 DECLARATIONS OF ACCEPTANCE OF OFFICE – These were circulated and signed**

**3 TO ACCEPT APOLOGIES AND REASONS FOR ABSENCE**

**RESOLVED** to accept the following apologies

Cllr Ward – Holiday

**4 APPOINTMENT OF PARISH REPRESENTATIVES**

- a) SALC Local Area Committee – Cllr Ward
- b) Assembly Rooms Committee – Cllr Moseley
- c) Neighbourhood Watch - Cllr Lawson
- d) Emergency planning officer – Knockin Shop
- e) Parish Paths Partnership Officer - Pam Ward
- f) Local Joint Committee – Cllr Ward, Cllr Doyle reserve
- g) Helicopter liaison Group – Cllr Lawson

**5 TO CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY 9<sup>th</sup> March 2010**

After the following amendment on item 139/10 d The word annual to be removed  
**RESOLVED** that the minutes be were agreed and signed as a true record

**146/10 PARISH MATTERS**

a) Jubilee Chair Repair– Clerk reported that land agent for Bidwells will be calling a meeting of interested parties when he is next in the Parish

b) Refurbishment of Victorian lights – to receive report cost of renovation works. The Clerk reported that the Conservation Officer would only accept exact replica heads of the old columns and if completely new columns were to be erected the council would need planning permission. Councillors were asked to find a picture of the old heads to see how expensive it would be to make exact copies of the lights

c) Amenity Area play equipment – Clerk reported that the licence on the amenity area was 5 years long and the Council considered that this was not long enough to justify the purchase and installation of play equipment on the amenity area in case the licence was not renewed.

**147/10 PLANNING MATTERS**

**a ) PLANNING APPLICATIONS FOR INFORMATION**

09/03654/FUL – Commercial Unit The Waen – change of use from agricultural to commercial – granted

10/00785/LBC Osbaston Farm Osbaston, Erection of a detached garage/store and internal and external alterations to a Grade II Listed Building - Pending Consideration  
10/00975/OHL Rolly Cottage Osbaston Install an underground supply - granted

**b) PLANNING MATTERS FOR DISCUSSION**

**c) To consider applications received after the agenda has been sent out**

10/01836/TCA, Old Bradford Cottage, Remove 1 X Acacia tree and replace with Ash tree  
**RESOLVED** not to comment

**d) Local Development Framework Core Strategy Final Plan consultation documents –**  
To consider Cllr Ward's proposals for undertaking this consultation (previously circulated)

**RESOLVED** that Cllr Ward's proposal to develop a questionnaire on the subject be accepted and that the questionnaire would be sent to every household in the parish. Following this the Parish Council will organise a special Parish Council Meeting on 22<sup>nd</sup> June to discuss the findings of the questionnaires which would enable them to formulate a Parish Council response in time for the June 25<sup>th</sup> deadline.

All completed questionnaires would be analysed by The Clerk in conjunction with Cllr Ward and Cllr Roberts so that they can be presented to the public at a Parish Council meeting to be held on 22<sup>nd</sup> June

The cost of sending out the questionnaires to be met by the Parish Council.

**148/10 PARISH COUNCIL MATTERS**

a) Standing Orders and Financial Regulations – to discuss the need to update these policies  
**RESOLVED** to update standing orders and financial regulations at July meeting

b) Knockin Assembly Rooms – to consider request for funding contribution towards new cooker

Following a discussion it was

**RESOLVED** not to support the request as the Parish Council consider applications of this kind at the September meeting of the Parish Council. The Clerk was asked to inform Cllr Ward of this decision

**149/10 FINANCE AND ACCOUNTS FOR PAYMENT**

**a) Income**

Precept – £4500

Shropshire Maintenance Grant £768

Payments made before meeting – none

**b) Outstanding Payments for Approval**

**RESOLVED** to make the following payments

SALC annual subscription £117.86

SALC Standing orders book £15

Knockin Assembly Rooms £12

Penny O'Hagan computer and heating contribution £70  
Clerks and Council Direct Subscription £11  
Came and Company Insurance £289.60  
The insurance cover for the council was reviewed and approved  
St Mary's Church Knockin £200 (grasscutting contribution)  
B.Townson Internal Auditor£100

To receive other payments received after the agenda has been sent out

**c) Other**

To approve the following

1. 2009/10 accounts

**RESOLVED to** accept the accounts for 2009-10

2. To consider internal auditors report and to discuss the effectiveness of the internal audit

**RESOLVED** that the internal auditors report be accepted

The effectiveness of the internal audit was considered and the following measures to be put in place

**RESOLVED** that to address concerns over reconciliation highlighted in the internal auditors report Cllr Doyle to carry out a 6 month reconciliation and sign the bank statements to prove that this has been carried out

3. To consider the annual governance statement of the annual return

The annual governance statement was considered and it was

**RESOLVED** to answer yes to statements 1 to 8 and not applicable to section 9

**150/10 HIGHWAYS**

a) General maintenance issues -

b) Speed limit – to discuss response from SC on proposals to run a speed limit campaign including installation of activated vehicle speed signs in the parish

Clerk updated that she is still waiting for Shropshire Council to give her an idea of costs of the new signs

d) RIGHTS OF WAY -To receive an update on the Parish Paths Partnership project and other ROW matters.

**151/10 CORRESPONDENCE**

To consider list of correspondence received since last meeting **RESOLVED** to note

**Shropshire Council**

LJC meeting papers 26/4/10

Prior notification of new Consultation on a new Educational Vision and Criteria to Review Primary and Secondary Schools discussion evenings 7-9pm Wednesday 16 June at Shirehall (Council Chamber) consultation from 12/5/10 - 18/9/10

North West Relief Road consultation event notifications details sent via email

Oswestry Local needs affordable housing project information

**RAF Shawbury**

Helicopter Liaison Group papers

**SALC**

HMRC and external audit training 29/4/10

Community Leadership and engagement 12/5/10 Edinburgh House Wem 7-9pm or 25/5/10  
Shire Hall, 7-9pm

NALC

Legal Topic Note – Royal Visits, Honorary Titles and Officers of Dignity

**152/10** **DATE AND TIME OF NEXT MEETING** – 22<sup>nd</sup> June special planning meeting (subject to confirming of booking with Assembly Rooms) 13<sup>th</sup> July 2010 19.30 meeting ended at 20.30