

KNOCKIN PARISH COUNCIL

MINUTES of a meeting of **KNOCKIN PARISH COUNCIL** held in the Assembly Rooms, Knockin on Wednesday 6th May 2015 after the annual parish meeting

Present, Cllr Lawson, Cllr Moseley, Cllr Edwards, Cllr Keay, Cllr Donovan, Cllr Doyle

Clerk: P. O'Hagan,

0 members of the public present.

- 106/15 ELECTION OF CHAIRMAN** - To elect the Chairman of the Council and to receive the Chairman's Acceptance of Office
RESOLVED that Cllr Lawson be elected as chairman and the acceptance of office was duly signed.
- 107/15 ELECTION OF VICE CHAIRMAN** - To elect the Vice Chairman of the Council and to receive the Vice Chairman's Acceptance of Office
RESOLVED that Cllr Donovan be elected as vice chairman and the acceptance of office was duly signed.
- 108/15 TO ACCEPT APOLOGIES FOR ABSENCE**
RESOLVED to accept the following apology for absence
Cllr Roberts
- 109/15 DISCLOSABLE PECUNIARY INTERESTS**
1. Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. (councillors will be issued with updated code of conduct) – none declared
2. To consider dispensation applications. – none received
- 110/15 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3.3.15 and 30.4.15**
RESOLVED to confirm the minutes of the meetings held on 3.3.15 and 30.4.15 and they were duly signed as a true record.
- 111/15 ANNUAL REVIEW OF COUNCIL REGULATIONS AND PROCEDURES**
a) To review standing orders and financial regulations. **RESOLVED to note with no changes**
b) To review Council representation on the following bodies **RESOLVED to nominate the following people to represent the council onto the committees outlined below**
ALC Local Area Committee – Cllr Lawson
Assembly Rooms Committee, - not needed
Neighbourhood Watch – Cllr Lawson
Emergency planning officer - vacant
Parish Paths Partnership Officer – Pam Ward
Local Joint Committee – Cllr Lawson
c) Assets register - To review Parish Council's assets register. **RESOLVED to remove 1 picnic bench from the amenity area assets as it had been removed due to it not being fit for purpose.**
d) Complaints Procedure - To review the Council's complaints procedure. **RESOLVED to note**
e) Freedom of Information Act 2000 and the Data Protection Act 1998. – To review the Council's procedures for handling requests made under these acts **RESOLVED to note**

112/15 PLANNING MATTERS**a) Planning Items for Information – none presented****b) Planning matters for discussion - none presented****c) To consider applications received after the agenda has been sent out – none presented****113/15 FINANCE AND ACCOUNTS FOR PAYMENT****a) Income – to note income received****RESOLVED to note the following income**

£9165 Precept

£624.72 neighbourhood fund

VAT repayment £148.35

b) Outstanding Payments for Approval**RESOLVED to approve the following payments**

Payee	Amount	Chq no.
P and W Maintenance Contracting (goal post)	588.00	10272
Highline – streetlight repairs	86.40	10277
ALC Subscription	154.74	10273
Clerks equipment contribution	70.00	10275
SP Manweb streetlighting power (1 st quarter)	25.20	10270
Graham Taylor millennium stone works	429.60	10271

c) To consider other invoices received after the agenda has been sent out**RESOLVED to approve the following payments**

Payee	Amount	Chq no.
Jonathan Dawson Solicitor Assembly Rooms	600.00	10278
Bernard Townson Internal Audit	100.00	10279

RESOLVED that as previously agreed the solicitor's bill would be split 50/ 50 with the Assembly Rooms Committee and that the Parish Council would invoice the Assembly Rooms Account for the 50% contribution.

d) 2014- 15 Accounts - To approve the following

1. 2014-15 year end accounts and budget report, - **RESOLVED to approve the accounting statement presented and part 1 of the Annual Return was signed by Clerk and Chairman.**

2. To consider internal auditors report and to discuss internal audit procedures for 2014-15 The internal audit report was presented, reviewed and noted. Following a discussion on the importance of councillors being up to date with the parish council law and accountability **It was RESOLVED to purchase the Governance and accountability book from SLCC.**

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

Part 3 of the Annual Return the Annual Governance statements were considered by the council and it was **RESOLVED to answer yes to questions 1-8 and N/A to section 9. The Annual Governance statement was then duly signed by the Clerk and Chairman**

e) Parish Council Insurance – to review councils insurance levels and to consider quote received from Came and Company for £265

The insurance levels for the council were reviewed and as the Parish Council had signed a long term agreement until 2017 it was **RESOLVED to renew the insurance with Hiscox Insurance for another year**

Payee	Amount	Chq no.
Broker Network Services - Insurance	265	10274

f) Pension Regulator – to note correspondence from Pension regulator relating to work place pensions. – **RESOLVED to nominate Parish Clerk as the key contact and to note the letter**

114/15 Parish Matters

a) Millennium stone – to consider quotes for surfacing around millennium stone.

It was reported that a rough quote had been submitted stating that the area would require 3 bags of stone (type unspecified) at approx. at £50 a bag

RESOLVED to request a more detailed quote specifying the type and amount of stone required.

b) Environmental Maintenance Grant – to consider applying for the grant for 2015-16
RESOLVED to apply for a £100 grant for 2015-16

115/15 Knockin Assembly Rooms

a) To receive a report on the transfer of the bank account and charitable status of the Assembly rooms to the Parish Council – It was reported that the first meeting of the Parish Council as sole trustee would be held on 2.6.15. In the meantime the Clerk would be progressing the new bank account and the changing of the locks.

116/15 HIGHWAYS

a) Rights of Way -To receive an update on the Parish Paths Partnership project. Clerk was asked to contact Pan Ward for an update on the project.

b) Road Safety Concerns – for consideration **RESOLVED to add the following concerns**

Lorries using Whip Lane as a cut through are causing problems for walkers along the lane as the road is very narrow and there is nowhere for walkers to move out of the way of the lorries.

Parking of vehicles obstructing the pavement in Knockin continues to be a problem especially near the Kinnerley Road Junction.

The Clerk also reported that she had received an email concerning the need to reduce the speed limit outside the barn conversion on the Avenue. Councillors felt that as a request to reduce the speed limit in this location before had not been supported by the police it was not something they wished to pursue again.

c) Vehicle Activated Signs –for update on proposals for the Knockin VAS It was reported that Shropshire Council would be looking at proposals to install a permanent VAS in Knockin this financial year if funding was secured.

117/15 CORRESPONDENCE -To consider list of correspondence received since last meeting
RESOLVED to note the following items

Mid wales connection project response to PC comments
Ruyton XI Towns PC CC Letter to Highways Agency RE A5 Trunk Rd Near Shrewsbury
ALC Updates
NALC Newsletters -
PCC Weekly Newsletters
Corbet News
Shropshire Rural Hub newsletter – March, April
Incredible Edible Shropshire Grant Funding
Community Health News - March 2015
PCC Quarterly and weekly Newsletter
Health and Wellbeing E-News - March Edition

118/15 Meetings

a) To agree date and time of next meeting Tuesday 7th July Assembly Rooms Trustee meeting 2.6.15 – RESOLVED to note

b) Future meeting dates – to confirm the dates, times and place of ordinary meetings of the Council for the year ahead RESOLVED that meetings would take place on the following dates 1.9.15, 3.11.15, 5.1.16, 1.3.15