

# KNOCKIN PARISH COUNCIL

MINUTES of a meeting of **KNOCKIN PARISH COUNCIL** held in the Assembly Rooms, Knockin on Tuesday 6<sup>th</sup> May 2014 after the annual parish meeting at 19.45.

Present, Cllr Lawson, Cllr Ward, Cllr Doyle, Cllr Keay, Cllr Roberts  
Clerk: P. O'Hagan, Cllr Walpole – Shropshire Council

- 28/14 ELECTION OF CHAIRMAN** - To elect the Chairman of the Council and to receive the Chairman's Acceptance of Office.  
**RESOLVED to elect Cllr Lawson as chairman**
- 29/14 ELECTION OF VICE CHAIRMAN** - To elect the Vice Chairman of the Council and to receive the Vice Chairman's Acceptance of Office  
**RESOLVED to elect Cllr Ward as vice chairman**
- 30/14 TO ACCEPT APOLOGIES FOR ABSENCE**  
**RESOLVED to accept the following apologies for absence**  
Cllr Keay, Cllr Moseley
- 31/14 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)  
2. To consider dispensation applications.
- 32/14 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 1/4/14 and 4/3/14**  
**RESOLVED to accept the minutes of the meeting held on 1/4/14 and 4/3/14 and they were duly signed as a true record.**
- 33/14 ANNUAL REVIEW OF COUNCIL REGULATIONS AND PROCEDURES**  
a) To review standing orders and financial regulations. – **RESOLVED to note that as the standing orders were adopted in January there was no need to review them.**  
It was reported that as the model financial regulations have recently been updated and it was **RESOLVED to note that the existing financial regulations continue to be adopted until the new model regulations can be considered in more detail.**  
b) To review Council representation on the following bodies  
ALC Local Area Committee – Cllr Ward  
Assembly Rooms Committee – Cllr Moseley  
Neighbourhood Watch – Cllr Lawson  
Emergency planning officer - vacancy  
Parish Paths Partnership Officer – Pam Ward  
Local Joint Committee – Cllr Lawson

c) Assets register - To review Parish Council's assets register. – **The assets register was reviewed and it was RESOLVED to note.**

d) Complaints Procedure - To review the Council's complaints procedure. - **The complaints procedure was reviewed and it was RESOLVED to adopt the changes.**

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 - **The Council's procedure for handling requests made under the Freedom of Information and Data Protection Act were reviewed RESOLVED to adopt the data protection act and note the Freedom of Information procedures.**

#### **34/14 PLANNING MATTERS**

##### **a ) Planning Items for Information – RESOLVED to note**

14/01345/VAR Top Farm House, Knockin, Oswestry, SY10 8HN: Variation of condition no.2 (approved plans) attached to 12/01865/FUL to allow for the removal of approved garage and car port – no comments submitted

14/01262/CPL: Commercial Unit At The Waen, Knockin: Application for a Lawful Development Certificate for the proposed installation of a MOT Testing Station – no comments submitted

14/00777/TCA 8 St. Marys Close, Knockin, SY10 8GY Proposal: Reduce by 20% one Ash tree within Knockin Conservation Area - Decision: No Objection

14/01018/FUL Ashford Hall , Knockin, , SY10 8HL: Change of Use of Agricultural Land to Domestic Garden Land – pending consideration

14/00285/FUL: Osbaston Farm , Knockin, SY10 8HS Erection of machinery storage shed  
Decision: Grant Permission

##### **b) Planning matters for discussion - none**

##### **c) To consider applications received after the agenda has been sent out – none**

#### **35/14 FINANCE AND ACCOUNTS FOR PAYMENT**

##### **a) Income – to note income received RESOLVED to note the following income**

£5201 Precept

£216 council tax support grant

£153.19 neighbourhood fund

##### **b) Outstanding Payments for Approval**

**RESOLVED to approve the following payments**

<b>Payee</b>	<b>Amount</b>	<b>Chq number</b>
Knockin Assembly Room annual hire fee	£150	10236
Knockin Broadplace contribution	£50	10236
ALC Subscription	Not presented	
Clerks equipment contribution	£70	10235
SP Manweb streetlighting power (1 <sup>st</sup> quarter)	25.20	10237

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

Payee	Amount	Chq
Bernard Townson Internal audit	£100	10238

**d) 2013- 14 Accounts - To approve the following**

1. 2013/14 year end accounts and budget report,
2. To consider internal auditors report and to discuss internal audit procedures for 2013-14
3. To consider the annual governance statement of the annual return

**e) Parish Council Insurance** – to review councils insurance levels and to consider quote received from Aviva

Payee	Amount	chq
Broker Network Services	£265	10239

**g) Financial regulations** – to receive report of new model financial regulations. **RESOLVED to defer a decision on this until after the training held by ALC on 16<sup>th</sup> June**

**36/14 Parish Matters**

**Parish Streetlights** – to consider quote submitted to convert parish lights to LED and part night lighting

**RESOLVED to defer until a light was in need of replacement.**

**Corbet School** – for update on meeting with the headteacher – It was reported that the Clerk had met with the headteacher and chairman of governors who are keen to improve communications with Parish Council's locally

**37/14 HIGHWAYS**

**a) Rights of Way** -To receive an update on the Parish Paths Partnership project. No report

**b) Road Safety Concerns** – to consideration petition received for a pedestrian crossing and to discuss any additional road safety concerns in the parish.

Rolly Farm Junction	Safety issues at junction - drivers turning right from Knockin to travel towards Maesbury regularly cut the corner of the junction which causes danger to other road users. Action here to improve line markings would help the situation. There have been a number of accidents at this junction
Kinnerley Road	The road to Kinnerley from Knockin is very narrow and concerns have been raised over highway safety along the road. Cars often travel on the wrong side of the road on the bends of this road. The council considers that there is a need for white line markings to define road more especially on corner by cricket pitch.
Knockin Village	Speeding through Knockin Village continues to be a concern of residents.
Other	White line marking is needed on Maesbrook Road at the junction with Knockin.

	A petition was presented to the Parish Council concerning the need for a crossing across the main road through Knockin. And this was passed to Cllr Walpole
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**c) Pavement bollards** – to discuss proposal for the erection of bollards on footway outside Front House Knockin – **RESOLVED not to support the proposal as it is not in keeping with the conservation area**

**d) Vehicle Activated Signs** – for update on proposals for the Knockin VAS – no update received in time for meeting.

**38/14 CORRESPONDENCE** -To consider list of correspondence received since last meeting  
**RESOLVED to note the following correspondence**

**ALC Updates**

Shropshire Health & Poverty report 2012/13 – Citizens Advice Bureau

ALC Training for New Finance Regulations Monday 16th June all day

Corbet News

Future Fit Engagement Events Invitation 25.4.14

**Shropshire Council** Post 16 Student Transport Consultation for September 2014

Shropshire Rural Hub newsletter – March

Shropshire and Staffordshire Local Flood Risk Management Strategy – consultation deadline 30.6.14

Shropshire Council Emergency Plan

Local Support & Prevention Fund – information email

Shropshire Council: Site Allocations and Management of Development (SAMDev) Plan - Pre-Submission Draft 17 March to 28 April 2014

Notification of young farmers rally 21.6.14

**39 Meetings**

**a) To agree date and time of next meeting July 1<sup>st</sup> 2014**

**b) Future meeting dates** – to confirm the dates, times and place of ordinary meetings of the Council for the year ahead, these were circulated and noted.