

# KNOCKIN PARISH COUNCIL

[knockinpc@gmail.com](mailto:knockinpc@gmail.com)

22.6.23

To members of the council,

You are summoned to attend a meeting of KNOCKIN PARISH COUNCIL which will be held at Knockin Assembly Rooms on **Tuesday 27<sup>th</sup> June 2023 at 19.30**

Penny O'Hagan  
Locum Clerk

## A G E N D A

**1 TO ACCEPT APOLOGIES FOR ABSENCE**

**2 APPOINTMENT OF LOCUM CLERK**

To appoint Penny O'Hagan as locum clerk and agree terms of work

**3 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 and register of interest forms)
2. To consider dispensation applications.

**4 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 9.5.23**

**5 REPORTS**

a) Police, Shropshire Council, Other reports from councillors and Clerk attending meetings or training courses on the council's behalf

**6 PLANNING MATTERS**

**a ) Planning Items for Information**

23/01562/FUL – erection of two storey side extension following demolition of existing attached garage – 1 St. Mary's Close, Knockin, Oswestry, SY10 8GY - granted

**b) Place Plan Review – to discuss**

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

**7 FINANCE AND ACCOUNTS FOR PAYMENT**

**a) Income – to note income received**

Neighbourhood Fund £0

**b) Outstanding Payments for Approval**

Payee	Amount
-------	--------

Clerk Final Salary	
Clerk final expenses	
HMRC Payments	
Web Orchard Website	228.00

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

**d) 2022- 23 Accounts - To approve the following**

- i) 2022-23 Accounts - to approve the accounts for the year ending 31 March 2023.
- ii) Internal audit report - to consider.
- iii) Annual Governance and Accountability Return (AGAR) 2022-23 (copy to follow).
  - To consider the Parish Council’s response to questions on part 1 of the Annual Governance and Accountability Return - The Annual Governance Statement.
  - To consider and approve part 2 of the AGAR, 2022/23 accounting statements.
  - To approve explanation of variances and confirmation of dates of electors rights

**e) Risk and internal controls review**

- i) To review the Parish Council’s Financial Risk Assessment
- ii) To review the Parish Councils internal controls

**8 PARISH MATTERS**

- a) **Replacement Bus shelter** – to discuss
- b) **Recruitment of Parish Clerk** – to discuss
- c) **Boundary Review Consultation** – to discuss
- d) **Replacement laptop** – to consider quote received

**9 HIGHWAYS**

- a) **Pedestrian Refuge** – for update

**10 CORRESPONDENCE** -To consider list of correspondence received since last meeting – circulated via email

**11 Meetings**

- a) To agree date and time of next meeting