**KNOCKIN PARISH COUNCIL**

Clerk: Jayne Charman [knockinpc@gmail.com](mailto:knockinpc@gmail.com)

4.5.22

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 9th May** **2023 at 19.30**

Jayne Charman

Clerk 07946 112161

**A G E N D A**

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| **12/23** | **ELECTION OF CHAIRMAN** - To elect the Chairman of the Council and to receive the Chairman’s Acceptance of Office |
| **13/23** | **ELECTION OF VICE CHAIRMAN** - To elect the Vice Chairman of the Council and to receive the Vice Chairman’s Acceptance of Office |

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| **14/23** | **TO ACCEPT APOLOGIES FOR ABSENCE** | |
| **15/23** | **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. | |
| **16/23** | **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 14.3.23** | |
| **17/23** | | **REPORTS**  **a)** Police, Shropshire Council, Other reports from councillors and Clerk attending meetings or training courses on the council’s behalf |
| **18/23** | **ANNUAL REVIEW OF COUNCIL REGULATIONS AND PROCEDURES**  a) To review standing orders  b) To review financial regulations.  c) Assets register - To review Parish Council’s assets register.  d) Complaints Procedure - To review the Council’s complaints procedure.  e) Freedom of Information Act 2000 – To review the Council’s procedures for handling requests made under these acts  f) Data Protection Policy and data retention policy – to review  g) Parish Council representatives on other bodies to nominate – SALC Local Committee, Parish Paths Partnership,  h) Scheme of delegation | |
| **19/23** | | **PLANNING MATTERS**  **a** **) Planning Items for Information**  23/0403/FUL – Brooklyn, Knockin, Oswestry, SY10 8HJ – Erection of extension to existing bungalow together with loft accommodation for domestic use – Grant permission  **b) Planning matters for discussion**  23/01562/FUL – erection of two storey side extension following demolition of existing attached garage – 1 St. Mary’s Close, Knockin, Oswestry, SY10 8GY  **c) To consider applications received after the agenda has been sent out** |
| **20/23** | | **FINANCE AND ACCOUNTS FOR PAYMENT**  **a) Income –** to note income received  Precept £16620  Neighbourhood Fund £0  **b) Outstanding Payments for Approval**   |  |  | | --- | --- | | **Payee** | **Amount** | | Gallagher Insurance | £411.29 | | Scottish Power | £35.71 | | Clerk Salary |  | | Clerk expenses (travel and stamps) | £37.40 |   **c) To consider other invoices received after the agenda has been sent out**  **d) Parish Council Insurance –** to review council’s insurance levels and to consider quote received from Gallagher. |
| **21/23** | | **PARISH MATTERS**   1. **Annual Parish Meeting –** to consider any matters raised. 2. **Bus shelter** |
| **22/23** | | **HIGHWAYS**  **a) Pedestrian Refuge –** for update |
| **23/23** | | **CORRESPONDENCE** -To consider list of correspondence received since last meeting – circulated via email  a) nalc/salc correspondence  b) West Mercia PCC correspondence  c) Kings Award for Voluntary Service |
| **24/23** | | **Meetings**  **a) To agree date and time of next meeting** |