**KNOCKIN PARISH COUNCIL**

**MINUTES of the annual parish meeting of KNOCKIN PARISH COUNCIL held in Knockin Assembly Rooms on Tuesday 9th May 2023 at 7.30pm**

Present: Councillors S Burns, M Lawson, H Jones, D Roberts (Chairman), M Moseley, D Mitcham,

3 members of the public present

Cllr Vince Hunt

Clerk Jayne Charman

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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  RESOLVED to elect Cllr Robert as Chairman |
| **13/23** | **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 Burns as Vice Chairman |

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| **14/23** | **TO ACCEPT APOLOGIES FOR ABSENCE**  Apologies accepted for J Manford | |
| **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.  None received | |
| **16/23** | **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 14.3.23**  RESOLVED to confirm the minutes of the meeting held 14.3.23 due to be signed after the meeting | |
| **17/23** | | **REPORTS**   1. Police, Shropshire Council, Other reports from councillors and Clerk attending meetings or training courses on the council’s behalf   Clerk gave a progress report  Cllr Hunt gave his report in the preceding annual parish meeting.  RESOLVED to note reports. |
| **18/23** | **ANNUAL REVIEW OF COUNCIL REGULATIONS AND PROCEDURES**  a) To review standing orders – Resolved to approve with no amendments  b) To review financial regulations - Resolved to approve with no amendments  c) Assets register - To review Parish Council’s assets register – resolved to note the register  d) Complaints Procedure - To review the Council’s complaints procedure – resolved to approve with no amendments  e) Freedom of Information Act 2000 – To review the Council’s procedures for handling requests made under these acts – resolved to approve with no amendments  f) Data Protection Policy and data retention policy – to review – resolved to approve with no amendments  g) Parish Council representatives on other bodies to nominate – SALC Local Committee – Cllr S Burns, Parish Paths Partnership – None  h) Scheme of delegation – resolved to approve with no amendments | |
| **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 – Support  **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  RESOLVED to note income received   1. **Outstanding Payments for Approval**   **RESOLVED to approve the following payments**   |  |  | | --- | --- | | **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 - none**  **d) Parish Council Insurance –** to review council’s insurance levels and to consider quote received from Gallagher – RESOLVED to accept the quote received |
| **21/23** | | **PARISH MATTERS**   1. **Annual Parish Meeting –** to consider any matters raised – Speeding 2. **Bus shelter –** Clerk to get quotes for replacement, including plastic comparative quote and to check if planning permission required. 3. **Playground –** signs required due to dog fouling |
| **22/23** | | **HIGHWAYS**  **a) Pedestrian Refuge –** update given |
| **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**   1. **To agree date and time of next meeting**   RESOLVED next meeting to be held on 27th June 2023 |