

MINUTES of a meeting of **KNOCKIN PARISH COUNCIL** held in the Assembly Rooms, Knockin on Tuesday 13<sup>th</sup> March 2018 20.00

Present, C. Keay (Chairman), M Lawson, S Edwards, C Doyle, M Moseley.

0 members of the public present.

**63/18 TO ACCEPT APOLOGIES FOR ABSENCE**

**RESOLVED to accept the following apologies for absence  
Cllr Hutchinson, Cllr Roberts.**

**64/18 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.

Cllr Moseley declared a pecuniary interest in item  
69/18 18/00468/FUL Shepherds Lodge Knockin Hall Farm Knockin Oswestry Shropshire SY10 8HQ as her daughter is the applicant.

2. To consider dispensation applications – none received.

**65/18 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 9.1.18 and 6.2.18.**

**RESOLVED to confirm the minutes of the meetings held on 9.1.18 and 6.2.18 and they were duly signed as a true record.**

**66/18 PUBLIC PARTICIPATION SESSION** – a period of 15 minutes will be set aside for the public to speak on any items on the agenda (this may be extended at the discretion of the chairman) – none present.

**67/18 REPORTS**

Police – CSO Iremonger gave a police report and stated that there had been 3 reported cases of people parking in the layby pretending to break down and asking for money to help pay for petrol. Speed enforcement has also been carried in the village. It was also reported that thefts of outbuildings had increased recently with generators and gas bottles being stolen.

Shropshire Council – no report.

Other reports from councillors attending meetings or training courses on the council's behalf – none received.

**RESOLVED to note the following reports**

**68/18 FINANCE AND ACCOUNTS FOR PAYMENT**

**a) Monthly Financial Statement** – to approve

**RESOLVED to approve.**

b) **Income** – to note income received – none received.

c) **Outstanding Payments for Approval**

**RESOLVED to approve the following payments.**

<b>Payee</b>	<b>Amount</b>	<b>Chq no</b>
Scottish Power (paid 6.2.18)	25.83	10421
Penny O’Hagan salary to 31.3.18		10422
HMRC	161.60	10423
Highline Electrical	31.80	10424
P O’Hagan Expenses	41.16	10425

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

none

e) **Internal Audit** - to appoint internal auditor for 2018-19

**RESOLVED to appoint Bernard Townson as the Parish Council’s internal auditor for 2018-19**

f) **Internal Controls** – to review internal financial controls and risk assessment.

**RESOLVED to approve the review.**

69/18 a) **Planning Items for Information –**  
**RESOLVED to note the following item**

**17/05149/FUL** The Shop At Knockin, Knockin, SY10 8HJ

Proposal: Internal and external alterations to the existing single shop to create two separate units (shop/post office and fish and chip shop) refused.

b) **Planning matters for consideration –**

18/01104/TCA **PROPOSED TREE WORKS:** To remove 5 no mature Lawson Cypress trees within Knockin Conservation Area, Old House, Knockin, SY10 8HJ.

**RESOLVED not to comment**

18/00209/COU Change of use of existing holiday barn to separate dwelling ,Holiday Barn Old Forge House Knockin SY10 8HJ.

**RESOLVED not to comment**

18/00468/FUL Shepherds Lodge Knockin Hall Farm Knockin Oswestry Shropshire SY10 8HQ  
Cllr Moseley declared an interest and left the room and took no part in discussions.

**RESOLVED not to comment.**

Cllr Moseley returned to the room.

**c) To consider any planning application received after the publishing of the agenda.**

None received.

**70/18 Parish Matters**

**a) Changes to Data Protection Regulations** – to receive update. The Clerk reported that NALC had produced a tool kit on the GDPR which was of some use however it was still unclear as to whether a Parish Clerk could act as a data officer for a parish council and that hopefully by the next meeting the position would be clearer, in the meantime she would start developing policies for consideration at the May meeting of the council.

**RESOLVED to note the report.**

**b) Governance Review-** to consider requesting that Shropshire Council undertake boundary review of Knockin Parish.

The Clerk explained that the reason for this agenda item was in light of the decrease of the tax base for Knockin brought about by an increase in the number of single resident households which had meant that for 2018/19 the Parish Council had no option but to increase the precept to cover this shortfall. It was reported that due to a decrease in the population of the parish the Parish Council would not be able to carry out any significant work to the benefit of the community without a significant increase in the precept as currently most of the precept was spent on the Clerks salary and associated administration costs. If the parish were to combine with a neighbouring parish or settlement then this would mean there would be less of a financial burden on households however this would require a governance review as it would involve changes to the boundary of the parish. A discussion took place and concerns were raised on the impact this would have on The Assembly Rooms as a larger parish may not be willing to commit financially to the running of the hall. In addition to this concerns were raised that the village could lose its identity.

Councillors felt that far more information was required before any decision was made on this issue and the Clerk was asked to talk to SALC about the process.

**RESOLVED to defer to the May meeting.**

**c) Defibrillator/Case** – for update. Cllr Keay reported that he had received a quote for a new casing to resite the spare defibrillator from the doctor's surgery onto the end of The Assembly Rooms.

A discussion took place on how the defibrillator actually worked and what the ongoing costs of the item would be to the Parish Council.

Cllr Keay reported that he was willing to fundraise for the item and he requested that the Parish Council contribute financially to the installation costs.

The Clerk reported that no money had been allocated in the 2018/19 for a project of this nature and any funding would have to come from Parish Council reserves.

**RESOLVED to agree in principal to the siting of the defibrillator on the end of the Assembly Rooms but to defer a decision on contributing to its funding until the May meeting.**

**d) Amenity Area** – to consider request to use amenity area for parking during an event.

The Clerk reported that the council had received a request to use the amenity area for overflow car parking during a table top sale to be held at the hall.

**RESOLVED to approve this request subject to the following conditions**

**The Committee ensure that appropriate risk assessments are in place to ensure that cars are not a danger to pedestrians.**

**Permission will only be given on the day before the event to allow for ground conditions to be assessed.**

**Any damage to the Amenity Area will be the responsibility of the hirer and they will be expected to return the ground to the condition it was in prior to hire.**

**71/18 HIGHWAYS**

**a) Rights of Way – for update**

**RESOLVED to defer as no update received.**

**72/18 CORRESPONDENCE -To consider list of correspondence received since last meeting – circulated via email.**

**Security lights outside doctors surgery– to consider correspondence received on this issue.**

**RESOLVED to write to the Practice Manager to see whether the light could be angled or shielded in some way to prevent it shining into neighbouring properties.**

**RESOLVED to note the following items**

SALC / NALC updates

Silent Soldier RBL Campaign

Corbet News

**73/18 Meetings**

**a) To note date and time of May meeting**

**RESOLVED to note that the May meeting would be held on Tuesday 8<sup>th</sup> May after the Annual Parish Meeting.**

Meeting ended 21.00

Chairman.....