

# Knockin Parish Council

T: 01691 674742

E: knockinpc@gmail.com

[www.knockinparish.org.uk](http://www.knockinparish.org.uk)

Dear Councillors,

Weds 30<sup>th</sup> Oct 2024

YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL TO BE HELD ON **TUESDAY 5<sup>TH</sup> NOV AT 7.30PM** IN KNOCKIN VILLAGE HALL, FOR THE TRANSACTION OF BUSINESS AS SET OUT IN THE AGENDA BELOW.

The press and members of the public are very welcome to attend.

*Lydia Bardsley*

Mrs L Bardsley, Proper Officer

## PARISH COUNCIL AGENDA 5 NOV 2024

### 77.24 Apologies for Absence

### 78.24 Declarations of interest regarding the agenda

*Members are reminded that the Council's Code of Conduct requires that any Member, having a financial or other interest (bias or predetermination) in any of the business to be transacted, must declare all such interests either at the start of the meeting or immediately before the item is discussed. Members are required to leave the room during the discussion and voting on matters in which they have a disclosable interest.*

- a) 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.
- b) To consider any applications for dispensation.

### 79.24 Confirmation of the Minutes

To approve and authorise the signing of the [Minutes of the Council Meeting held on 10.09.24](#).

### 80.24 Public Participation (incl. presentation from Bradford Estates on Knockin phase 2 development and Public space).

To allow public participation in accordance with the Council's Standing Order procedure.

### 81.24 Reports

- a) Clerk's Progress Report – Consider matters arising since the last meeting.
  1. Remembrance Day (wreath purchase and commemorative arrangements) NB. LGA, 1972, s.137 to be used for purchase of wreath
  2. Amenity area goal posts
  3. Website server updates
  4. SLCC membership (possible split with Clive PC)
- b) Play Area and Defibrillators – Receive reports
- c) Police Report – Consider the monthly report.
- d) Shropshire Councillors Report – To receive a report from Cllr Vince Hunt.
- e) Councillor Reports – To consider reports from Councillors (training and/or meetings attended).

### 82.24 Planning

- a) To consider planning applications and agree comments
  - i. Address: [The Heathwaen, Kinnerley Road, Kinnerley, Knockin, Ref: 24/04072/FUL](#)  
Proposal: Extensions and alterations to dwelling  
Comments deadline: 27.11.2024
- b) To note recent planning decisions and appeals published by Shropshire Council

- I. **Address:** Ivy House Farm, Knockin, ref: [24/03899/DIS](#) (no comments invited)  
**Proposal:** Discharge of Conditions 6 (EPS Licence) and 7 (Bat Report) relating to Planning Permission 16/03099/VAR  
**Decision:** Pending consideration
- II. **Address:** Ivy House Farm, Knockin, ref: [24/03863/DIS](#) (no comments invited)  
**Proposal:** Discharge of condition 3 (External materials), condition 4 (Archaeology WSI), condition 5 (EPS Bat licence), condition 10 (Bird box info) and condition 13 (External lighting) for the conversion of redundant farm buildings into three dwellings) relating to 23/05027/FUL.  
**Decision:** Pending consideration.
- III. **Address:** Ivy House Farm, Knockin, ref: [24/03855/DIS](#) (no comments invited)  
**Proposal:** Discharge of condition 3 (Roof construction details), condition 4 (photo survey), condition 5 (Wall and floor upgrade details), condition 6 (Service installations), condition 7 (Roofing materials), condition 8 (Roof windows), condition 9 (Repointing and mortar info), condition 10 (Brick bond and brick type) and condition 11 (Window and external door details) for the conversion of redundant farm buildings into three dwellings relating to 23/05028/LBC.  
**Decision:** Pending consideration.
- IV. **Address:** Proposed Dwelling Adjacent The Old Stables, Kinnerley Road, Knockin, ref: [24/03879/DIS](#) (no comments invited)  
**Proposal:** Discharge of Conditions 3 (Drainage), 7 (Brickwork Bond and Type) and 8 (Joinery) relating to OS/09/15915/FUL  
**Decision:** Pending consideration

## 83.24 Assets and Administration

- a) Asset Inspections– Discuss and agree actions
- b) Bradford Arms clock service agreements – To consider quote for 3 yr service agreement
- c) Grounds maintenance contracts - Discuss and agree actions
- d) Parish Council Website, gov.uk domains, and emails – Consider quotes and decide whether to move to a new website, with gov.uk domain, and/or emails

## 84.24 Finance and Accounts

- a) Approve/ratify the following payments:

- BACS29, Shropshire Community Resource membership fee, £35.00 (no VAT) – paid 17.09.2024
- DD, ICO annual registration fee, £35.00 (no VAT) – to be paid 04.11.2024
- BACS30, Clerk, Nov staffing costs incl. National Salary Award backpay, HOA, mileage, expenses, £583.39 (of which £12.78 VAT) – to be paid 29.11.2024
- BACS31, HMRC, Nov PAYE/NICs, £ 117.40 (no VAT) – to be paid 29.11.2024
- BACS32/Chq30035, Cllr D Mitcham, expenses reimbursement, £68.78 (of which £4.15 VAT)
- BACS23, Clerk, Dec staffing costs, £407.10 (no VAT) – to be paid 27.12.2024
- BACS24, HMRC, Dec PAYE/NICs, £99.40 (no VAT) – to be paid 27.12.2024
- DD, Unity Trust, monthly bank account fee (Oct), £5.40 (no VAT)
- BACS25, GMS Knockin, Annual grass cutting and maintenance, £TBC, (VAT TBC)
- BACS26, Clive Parish Council, contribution to SLCC membership fee, £TBC (no VAT)
  - b) Receipts and payments up to 31 Oct 2024 – Council to approve (Chairman to sign)
  - c) Bank statements Sept and Oct 2024 – Council to approve (non-signatory Cllr to sign)
  - d) Reconciliation up to 31 Oct 2024 - Council to approve (non-signatory Cllr to sign)
  - e) Q2 budget monitoring report – Council to receive and note
  - f) Draft budget 2025-26 – Council to consider and amend/provisionally approve

- 85.24 Government consultations – Council to agree response  
a) [Remote attendance and proxy voting at Local Council meetings](#) (deadline 19.12.2024)
- 86.24 Defibrillator/CPR training – Council to receive update and agree actions
- 87.24 Highways  
a) To consider Highways matters/concerns and agree actions  
b) Community Speed Watch – To receive update from Cllr Manford and agree actions
- 88.24 Correspondence  
**To note/discuss correspondence received and agree actions:**  
a) SALC / NALC – Bulletins, News in brief bulletins, NALC Legal Briefings and Newsletters  
b) RAF Shawbury Helicopter Liaison Group newsletter (13.09.2024)  
c) Oswestry Rural police newsletter (14.09.2024), Local Police Charter priorities (02.10.2024) and PCC newsletter (08.10.2024)  
d) Lezley’s Leader update (30.09.2024)  
e) Molverley Bridge update (04.10.2024)  
f) Shropshire Council Exploring Further Options update (08.10.2024)  
g) SALC AGM 30.10.2024 invite (14.10.2024)  
h) SC Flooding information request (17.10.2024)  
i) SC news re. pension credit and winter fuel allowance (17.10.2024)  
j) Parish-wide meeting re. SC finances, draft mins and SC responses to questions (15.10.2024 and 18.10.2024)  
k) SC Fix My Street update (22.10.2024)  
l) SALC Oswestry Area Committee meeting 21.10.2024 invite and draft minutes (26.10.2024)  
m) New recycling centre booking system (28.10.2024)
- 89.24 Council Reports / Areas of Concerns / Items for future Agendas  
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. ***Councillors are respectfully reminded that this is not an opportunity for debate or decision making.***
- 90.24 Date and Time of Next Meeting  
To note/agree the date and time of the next meeting.  
Tuesday 7<sup>th</sup> January 2025