

# Knockin Parish Council

T: 01691 674742

E: knockinpc@gmail.com

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

Dear Councillors,

Tues 31st Dec 2024

YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL TO BE HELD ON **TUESDAY 7<sup>TH</sup> JAN 2025 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 7 JAN 2025

### 97.24 Apologies for Absence

### 98.24 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.

### 99.24 Confirmation of the Minutes

- a. To approve and authorise the signing of the [Minutes of the Council Meeting held on 05.11.2024.](#)
- b. To approve and authorise the signing of the [Minutes of the extraordinary Council Meeting held on 17.12.2024.](#)

### 100.24 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.

### 101.24 Reports

- a) Clerk's Progress Report – Consider matters arising since the last meeting.
  - I. Remote meetings consultation response – submitted 17.12.2024
  - II. Oswestry Post Office proposed closure - Council to ratify decision to support OAC motions for extraordinary meeting of Oswestry TC.
- b) Play Area and Defibrillators – Receive reports
- c) Police Report – Consider the monthly report, agree quarterly police charter priorities, and consider response to Neighbourhood Matters survey
- 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).

### 102.24 Planning

- a) To consider planning applications and agree comments  
No new applications received
- 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: **Approved**

- 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: **Approved**
- V. Address: [The Heathwaen, Kinnerley Road, Kinnerley, Knockin, Ref: 24/04072/FUL](#)  
Proposal: Extensions and alterations to dwelling  
Decision: **Permission granted**
- VI. Address: [Vine Tree Cottage, Knockin, ref: 24/04324/TCA](#)  
Proposal: Removal of various trees (see plan) within Knockin Conservation Area  
Decision: **Pending consideration.**
- VII. Address: [Kinnerley Road Lodges, Kinnerley Road, Kinnerley, ref: 24/04473/FUL](#)  
Proposal: Proposed change of use of existing holiday lodges (C1/sui generis) to residential dwellings (C3) and associated works  
Decision: **Pending consideration.**
- VIII. Address: [Old Post Office Knockin Oswestry, ref: 24/04442/FUL](#)  
Proposal: Erection of 3no. dwellings, associated garaging and alterations to access  
Decision: **Pending consideration.**

## 103.24 Assets and Administration

- a) Asset Inspections– Discuss and agree actions
- b) Parish Council Website and gov.uk domains – Receive update and agree actions
- c) Bradford estates assets (wall at cattle drink and ivy on bridge) – Receive update on safety concerns and agree actions

## 104.24 Finance and Accounts

- a) Approve/ratify the following payments:
  - DD, Unity Trust, monthly account fee (Nov), £6.00 (no VAT) – paid 30.11.2024
  - BACS37, Clerk, Jan staffing costs, HOA, mileage, expenses, £419.18 (no VAT) – to be paid 31.01.2025
  - BACS38, former Clerk, backpay from national salary award, £38.76 (no VAT) – to be paid 31.01.2025
  - BACS39, HMRC, Jan PAYE/NICs, £x109.20 (no VAT) – to be paid 31.01.2025
  - BACS40, Clerk, Feb staffing costs, £TBC (of which £TBC VAT) – to be paid 28.02.2025
  - BACS41, HMRC, Feb PAYE/NICs, £TBC (no VAT) – to be paid 28.02.2025
  - DD, Unity Trust, monthly bank account fee (Dec), £6.00 (no VAT) – to be paid 31.12.2024

- DD, Unity Trust, monthly bank account fee (Jan), £TBC (no VAT) – to be paid 31.01.2025
  - b) Receipts and payments up to 31 Dec 2024 – Council to approve (Chairman to sign)
  - c) Bank statements Nov and Dec 2024 – Council to approve (non-signatory Cllr to sign)
  - d) Reconciliation up to 31 Dec 2024 - Council to approve (non-signatory Cllr to sign)
  - e) Q3 budget monitoring report – Council to receive and note
  - f) Draft budget and precept request 2025-26 – Council to consider and finalise budget and agree precept request for 2025-26

105.24 Defibrillator/CPR training – Council to receive update and agree actions

106.24 Highways

- a) To consider Highways matters/concerns and agree actions
- b) Community Speed Watch – To receive update from Cllr Manford and agree actions

107.24 Correspondence

**To note/discuss correspondence received and agree actions:**

- a) West Mercia Police PCC newsletter (23.12.2024)
- b) SALC training dates (20.12.2024)
- c) Shropshire project gigabit Stakeholder update (16.12.2024)
- d) Knockin Precept request form (12.12.2024)
- e) [Shropshire Council draft budget 2025-26 consultation](#) (deadline 26.01.2025) (12.12.2024)
- f) Defibrillator management (correspondence from resident) (17.12.2024)
- g) Update from Oswestry Town Council on Willow Street Post Office (12.12.2024)
- h) Oswestry Area Committee meeting invite 06.01.2025
- i) SALC / NALC – Bulletins, News in brief bulletins, NALC Legal Briefings and Newsletters
- j) Roadworks: Unnamed road Kinnerley 27-29.01.2025 (verge excavation and drain repairs)
- k) RAF Shawbury response re. low flying and community projects (25.11.2024)
- l) Chairs' Network meeting invite 15.01.2025 (14.11.2024)
- m) SC Fly tipping briefing note (11.11.2024)
- n) November govt budget Employers' NI update (SALC) (06.11.2024)
- o) Freedom Fibre webinar invite 12.11.2024 (07.11.2024)

108.24 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.***

109.24 Date and Time of Next Meeting

To note/agree the date and time of the next meeting.

Tuesday 4<sup>th</sup> March 2025