

Knighton on Teme Parish Council

<https://knightonontemeipc.gov.uk>

Parish Councillors are summoned to attend the meeting of the Parish Council
on Thursday 4th September 2025 at 7.00pm at the Parish Rooms

AGENDA

1. Receive apologies and approve reasons for absence
2. Register of interest forms to be completed by anyone with new/additional information.
3. Declare personal or prejudicial interest in any agenda item.

Declarations of Interest:

- a. Register of Interests: Councillors are reminded of the need to update their register of interests.
- b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- c. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or any Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

Public Question Time

The time allocated is at the discretion of the Chairman, please refer to the Parish Council's Standing Orders; Section 3(f) of no more than 30 minutes. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman; please see Parish Council's Standing Orders, Section 3(g) to note a member of the public has maximum of 3 minutes of time to clearly state their subject. Members of the public may not take part in the meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. A Councillor with a disclosable pecuniary interest in a particular issue may address the Council on the issue during public question time subject to the Councillor requesting prior dispensation from the Clerk.

4. Chairman's Announcements

4a. Discuss Elect a Vice-Chairman

5. Minutes: To consider the adoption of the minutes of the previous meeting (previously circulated).

6. Receive progress reports for information from:

- a. Councillors
 - Defibrillators Enclosures
 - Parish Council Vacancy – consider co-option
- b. Clerk – Appraisal Review
 - NJC Scale Increase 1st April 2025
 - Consider adoption of reviewed Model Publication Scheme

7. Discuss Request for Neighbourhood Plan

Rachel Lambert, Parish Clerk & RFO

Annexe at Whiteleys, Frith Common, Tenbury Wells, Worcs, WR15 8JX

8 Planning

a Applications received:

M/25/00864/PIP – Permission in principle for the proposed erection of up to 3 no. dwellings.

Mayview, Newnham Bridge, Tenbury Wells, WR15 8JE

APPLICATION TO BE CONSIDERED AT NORTHERN AREA PLANNING COMMITTEE 3/9/25

b Determinations received:

M/25/00719/HP – Proposed single storey rear extension.

6 Woodgate Green, Knighton on Teme, Tenbury Wells, WR15 8LX

MALVERN HILLS DISTRICT COUNCIL – PLANNING APPROVED

c Planning applications determined under delegated powers- NONE.

9 Finance

9.1. Agree Bank Reconciliation

9.2 Payments

Accounts paid since last meeting

a)	Parish Clerk, Salary – July & August 2025	£ 893.88
b)	HMRC – PAYE Payments for Month 4 & 5	£ 25.06
c)	Parish Lengthsman – June & July 2025	£ 576.00

Accounts Unpaid

d)	Parish Clerk, Expenses for July & August 2025	£ 59.17
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10 Highways Reports

11. Report on matters arising from last meeting.

12. Correspondence for information

- a) Application received for co-option of casual vacancy of Parish Councillor
- b) Correspondence to consider community resuscitation scheme
- c) Exempt status notification received from external auditors
- d) Questionnaire review of Worcestershire County Council's Rights of Way Improvement Plan

13. Items for future agendas.

14. Items for Teme Span and next meeting date.

The Proper Officer for the Council..... *R M S Lambert*

Date 29th August 2025

Rachel Lambert, Parish Clerk & RFO

Annexe at Whiteleys, Frith Common, Tenbury Wells, Worcs, WR15 8JX