

**Minutes of the Bi-Monthly Meeting of Knaith Parish Council held in the
Village Hall on Monday 17th July 2023**

Present: Councillor D. Belton (Chairman)
Councillor A. Morphet
Councillor S. Bowdler
Councillor D. Randall
Councillor E. Bailey
Councillor W. Stanser
Mrs E. Coulson (Clerk)

1/7/23. Apologies for absence

Councillor Breeze submitted apologies due to work commitments. Apologies accepted.

2/7/23. To receive any declarations of interest in accordance with the Localism Act 2011 and to receive any applications for Dispensation. Members may make declarations at this point but also make them at any point during the meeting.

Councillor Bailey and Stanser declared an interest with regards Village Hall matters as they both are members of The Village Hall Management Committee.

3/7/23. To approve the Minutes of the last meeting on 15th May 2023

Minutes have been circulated and it was proposed by Councillor Randall and seconded by Councillor Morphet and **resolved** to sign as a true record.

It was agreed by all that Agenda Item 8 be brought forward.

4/7/23. Village Hall

Councillor Bowdler, Bailey and Stanser have been working to get the new document finalised for presentation to the Parish Council. This has been completed and the new document has been circulated to all Councillors.

Councillor Stanser thanked Councillor Bowdler for drafting this document.

Discussions were had with regards the ownership, responsibilities, HSE Guidelines, insurance responsibilities. It was proposed that the Parish Council seek a review with a solicitor, Councillor Morphet will arrange and confirm attendees.

In the meantime, it was proposed that The Village Hall will download HSE Checklist and get all items checked off.

It was agreed that any feedback on this document should be given before the next council meeting.

AFTERNOTE: Further to Councillor Morphet further works with regards the legal position. The Parish Council is the full titled legal owner of the land albeit with some inherited trustee responsibilities, regarding boundaries (fencing). That change of title negates the Custodial/Management trustee responsibilities as laid down in local government regulations.

In light of the above it was proposed that Councillor Morphet compose a statement for inclusion in the next meeting to finalise this item. **Action AM**

5/7/23. Clerk's report on Outstanding Matters

- Highways & Ditches

After chasing Councillor Butroid, I have received the following response:

'Afternoon Cllr Butroid,

I am responding to this on behalf of Joe.

I have been through the enquiry numbers sent by the parish council and looked at the responses and photos provided by the highways officer who attended the site. From looking at the photos there seems to be little positive drainage at this location. In similar situations across the county, I have found that grip cutting on sites such as this has a very positive outcome at dispersing the standing water and guiding it into the roadside dykes.

I am going to recommend to our contractor that we try this method first and see if it alleviates the issue. Should it not we can have a look at different options depending on the severity of the standing water to users of the highway.

If you have any further questions, please do not hesitate to contact me.

Regards

Jack Parker

Senior Highways Officer'

Email details to Councillor Bailey for a follow up. **Action EB**

- Overgrown Hedge

Letter has been hand delivered to resident. The Clerk will follow up. **Action EC**

- Overgrown Trees

Councillor Breeze highlighted that the trees at the end of this public footpath are overgrown and overhanging. Councillor Breeze will check whether it's Railway, Council or Private land and report back. **Action SB**

6/7/23. Correspondence

- a. Crime Reports for May and June – Circulated.
- b. General Correspondence – List circulated.

7/7/23. Financial Matters and Grant Considerations

- a. Financial Statement to July 23 – With payments totalling £338.57 and no receipts. The Election Cost invoice was addressed incorrectly. Clerk to check with WLDC. **Action EC**

8/7/23. Solar Projects/Plans

Gate Burton – Another deadline for further representation is 18th July 2023. The Clerk will draft further representations and send to Councillor Morphet for approval before submission.

9/7/23. Broadband

Councillor Bowdler attended regular broadband meeting. There will be no more meetings involving Ian Knowles.

Quickline have been present in Knaith Park installing the infrastructure.

Councillor Stanser – Should be finished in around 6 weeks/end of August.

Councillor Bowdler highlighted that the old copper system will be turned off in 2025 but no vulnerable person will be left without anything.

Councillor Morphet – The delivery system will vary property to property. Can be over or underground.

Councillor Belton – Noted that three new poles had been erected in-between Knaith Park and Knaith.

10/7/23. Stag's Head Pub

Councillor Belton has completed the Community Asset Form. To be reviewed with Clerk and submitted.

Action EC & DB

11/7/23. Heynings Court

Councillor Bailey.

No footpaths have been laid in Heynings Court. Obtained plans and Asphalt footpaths were on the plans.

Photos were taken and a query submitted. WLDC have checked and said that Gelders are not in breach.

Meeting Wednesday to discuss and Councillor Bailey will get back to the resident after this.

12/7/23. Personnel Policies and Sub Committee

Councillor Bailey - Have a responsibility as an employer to perform appraisals. A Sub Committee is needed for this to be performed. Two Councillors needed for this committee.

It was agreed this item would be carried forward to the next meeting.

13/7/23. Items of information to be noted and if necessary, dealt with at the next meeting

- 1) Noted that the grass frontage to a property in Knaith Park has been replaced with Stones. As the properties do not own this patch of land it was requested that the Clerk contact WLDC to confirm.
Action EC
- 2) District Councillor Bailey highlighted that we should re-visit a Neighbourhood Plan. Can be very beneficial. WLDC have a specific department for neighbourhood plans. Would need to work with WLDC and Parishioners.

14/7/23. Date for next meeting

A date was set for the next Bi-Monthly Parish Council Meeting - Monday 11th September 2023 at 6.30 pm.

With all business concluded the meeting closed at 7.47pm

Signed Dated