

# Knockin Parish Council

T: 01691 674742

E: [clerk@knockin-pc.gov.uk](mailto:clerk@knockin-pc.gov.uk)

[www.knockin-pc.gov.uk](http://www.knockin-pc.gov.uk)

Dear Councillors,

Weds 6<sup>th</sup> May 2026

YOU ARE SUMMONED TO ATTEND THE ANNUAL MEETING OF KNOCKIN PARISH COUNCIL TO BE HELD ON **TUESDAY 12<sup>TH</sup> MAY 2026 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

## Knockin Annual Council Meeting Agenda 12 May 2026

- 01/26 Election of Chairman – To elect the Chairman of the Council
- 02/26 Election of the Vice Chairman – To elect the Vice Chairman of the Council
- 03/26 Apologies for Absence
- 04/26 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.**
- 05/26 Confirmation of the Minutes
- a) To approve and authorise the [Minutes of the Council Meeting held on 10.03.2026.](#)
- b) To approve and authorise the [Minutes of the Extra Ordinary Council Meeting held on 16.03.2026](#)
- 06/26 Public Participation  
To allow public participation in accordance with the Council's Standing Orders.
- 07/26 Reports
- a) **Clerk's Progress Report – Consider matters arising since the last meeting.**
- I. Decaying beech tree (Cricket ground entrance) – Awaiting investigation by SC Trees Dept.
- II. Sewage smell Church View – In progress of arranging meeting with STaR.
- b) **Play Area and Defibrillators – Receive reports and agree actions**
- c) **Police Reports – Consider local police reports and newsletters for March-May and agree actions**
- d) **Councillor Reports – To consider reports from Councillors (training and/or meetings attended).**
- 08/26 Financial year-end – Council to approve
- a) [Year-end Receipts and Payments](#) (Chairman to sign)
- b) [Year-end bank reconciliation](#) (non-signatory Cllr to sign)
- c) Year-end bank statements (non-signatory Cllr to sign)
- d) Year-end budget monitoring report – Council to note
- e) [Year-end asset register](#) – Council to approve and agree actions
- f) Year-end VAT reclaim – Council to note
- g) Regular payments – Council to review and approve standing orders/direct debits
- h) Bank mandate – Council to review and agree any changes
- i) Council insurance – Review renewal quotation and cover requirements
- j) Finance reports April ([Receipts and Payments April](#), [bank reconciliation April](#), bank statements April)

- 09/26 2025-26 Annual Governance and Accountability Report (AGAR)
- a) Internal Auditors Report 2025-26 – To note
  - b) Certificate of Exemption – To approve and sign
  - c) Annual Governance Statement 2025-26 (section 1 of the AGAR) – To consider and approve
  - d) Accounting Statements 2025-26 (section 2 of the AGAR) – To consider and approve
  - e) Explanation of Variances – To note
  - f) Exercise of Public Rights – To note the inspection period dates
- 10/26 Planning
- a) To consider planning applications and ratify/agree comments
1. [Application ref: 26/01699/TCA, 2 St Marys Close, Knockin](#)  
Proposal: Fell 1no. Birch within Knockin Conservation Area  
Comments deadline: 18.05.2026
- b) To note recent planning decisions and appeals published by Shropshire Council
1. [Application ref: 25/04892/OUT, Proposed Rural Enterprise Dwelling To The East Of Knockin](#) - Decision: Refuse
  2. [Application ref: 25/04441/FUL, Proposed Residential Development Land North East Of Bradford Drive](#) – Decision: Pending consideration
  3. [Application ref: 26/00541/TCA, Lower House Farm](#) – Decision – Consent by right (approved)
  4. [Application ref: 26/01480/CPL, Land at crossroads, Shotatton](#) – Decision: Pending consideration
- 11/26 Parish matters
- a) Parish assets maintenance/repairs – Council to receive update and agree actions
  - b) Digital and hardcopy data audit – Council to receive update and agree actions
  - c) Shropshire Council streetlight energy contract - Council to review and decide whether to renew
  - d) Light pollution in Knockin Heath – Council to receive update and agree any actions
  - e) Councillor resignation – To agree handover of tasks from Cllr Mitcham and any other actions
- 12/26 Payments
- a) Payments to approve/ratify at the meeting (see [May 2026 payments schedule](#)).
- 13/26 Council policies – to review and approve
- a) Standing Orders
  - b) Financial Regulations
  - c) Financial Risk Assessment
  - d) Internal Controls Policy
- 14/26 Highways
- a) To consider/receive updates on Highways matters/concerns, and agree any actions
  - b) Community Speed Watch – To receive update from Coordinator and agree actions
- 15/26 Correspondence
- To note/discuss correspondence received and agree actions:**
- a) SALC / NALC – Weekly Briefings (27.04.2026), CIL Neighbourhood Fund update (19.03.2026) Bulletins, News in brief bulletins, NALC Legal Briefings and Newsletters
  - b) Neighbourhood Governance (01.04.2026)
  - c) [Police merger consultation \(deadline 15.06.2026\)](#)
  - d) SC Devolution Asset transfer Policy (11.03.2026)
  - e) WMCALCS Briefing Note: Battery Energy Storage Systems (BESS)
- 16/26 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.**
- 17/26 Date and Time of Next Meeting - To agree
- Provisionally Tuesday 7<sup>th</sup> July 2026

END OF AGENDA