

KNODISHALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON 16TH JUNE 2026

PRESENT: Councillors J Mayhew (Chair), N Black, J Clements, R Hardy, J Healy Clerk D Sanders, ESC Cllr T Daly and 2 members of the public

The meeting commenced at 7.30pm

1. **APOLOGIES** - Cllr S Whitelock – Council agreed to accept and approve apologies.
2. **DECLARATIONS OF INTEREST** – Cllr Mayhew & Cllr Clements for item 7 on the agenda.
3. **MINUTES** – Approval of minutes of the Parish Council Meeting held on 19th May 2026.
Proposed by Cllr Clements and seconded by Cllr Black and thus agreed by the Parish Council to accept the Minutes of the last meeting
4. **CLERK'S REPORT AND MATTERS ARISING**
 - Bidwell will ask Olgivies to authorise cutting of trees at the back
 - Reported all overflowing bins to ESC
 - The External Auditor identified a number of governance and compliance issues which I am working on and will filter through agenda items over the next couple of months – one pressing matter is council to have its own email domain and seek approval to proceed
 - Village gates installers are waiting for road space from traffic management to proceed.
 - Village hall general waste collection is Thursday every 2 weeks.

Chair closed the meeting at 19:38 and invited District councillor Tom Daly to speak – ESC report can be found on the website however Cllr Daly discussed key topics of community energy, consultation on local plans.

Chair raised the ongoing issues with refuse waste collections and Cllr Daly emphasised on the big operation it has become and how 98% of bins have been delivered with only 2% remaining however still equates to approximately 2000 bins. Cllr Black was concerned regarding putting glass in recycling which could lead to glass being broken whilst in transit which could cause no end of issues during sorting and manufacturing – Cllr Daly to ask the question.

A resident asked permission to talk to district and asked if council tax will increase due to travelling costs of disposing food waste to the new facility – it was confirmed this wouldn't be the case.

Council meeting reopened at 19:49

5. **PLANS** – No Plans

6. **PLAY AREA** – To Review play area working group

Cllr Mayhew started by thank all volunteers, councillors and the clerk for all the help and organisation for making this working party happen which was an overall success.

6.1 all jobs were completed and more which was a fantastic outcome

6.2 clerk discussed about preparing a preventative maintenance check sheet to ensure the play area is kept well maintained – this will be issued accordingly – it was agreed for Helen to complete weekly.

6.3 as part of the job list the plastic edging was installed and now can proceed in ordering some bark for the play area – I was proposed to order 5 bags for the basket swing by Cllr Clements and seconded by Cllr Hardy

7. REPAIRS TO MISSION ROOM CAR PARK & SCHOOL ROAD

7.1 Clerk reached out to ESC sarah for help on school road however due to it being unadopted ESC cannot help or offer any guidance.

7.2 it was agreed to use type 1 approx 2 tonne to patch up the parking area however need to arrange a working group to carry out the task and possible hire a whacker plate – this will be decided before the next meeting by councillors.

7.3 clerk to see if realise futures do round posts for car park.

8. TRAFFIC CALMING COMMITTEE

8.1 Cllr Hardy has persistently requesting updates for the feasibility study with no response

8.2 SZC Main site forum on the 8th July, submission of questions by the 2nd July

8.3 meeting tomorrow 17/06 TRG

9. REVIEW RISK REGISTER

Council agreed to review this next month due to not enough copies to properly review.

10. ONLINE BANKING ACCESS

Clerk explained that our current process is single authorisation and following new compliance risks and internal controls in relation to councils risk register it was advised to upgrade to dual which has been completed, meaning another council would need to electronically authorise payments, Cllr Mayhew is the only councillor with access and therefore falls with him – it was agreed to complete a training session to carry out this task moving forward.

11. REVIEW ASSETS

The asset register was reviewed and council agreed to include a 4% uplift on all assets due to inflation and to remove the fencing at the allotment as that is no longer in place. Council fully agreed this and therefore a new total of £164.72

12. INTERNAL CONTROL STATEMENT

Clerk explained a new format of internal controls will take place by completing a statement to ensure all controls are in place following the internal/external audit recommendations.

13. MATTERS RAISED BY PARISH COUNCILLORS

Cllr Clements was approached by a resident regarding no markings on the junction of St Andrews Road, clerk to report to highways.

Cllr Clements also asked about if SZC workers are renting properties on St Andrews road could landlords or SZC contribute towards maintaining it – Cllr Hardy to raise this question at the Main forum.

14. CORRESPONDANCE –

- Resident complaining about the grass cutting arrangements, metal sticking out and bin emptying which all have been address by council
- A resident trying to ask for information about her family who used to live in the area
- A resident raising several complaints in lead up to working party at the play area

15. FINANCIAL –

15.1. The June 2026 financial statement was reviewed and approved. Proposed by Cllr Hardy and seconded by Cllr Black.

15.2 A total of £2886.65 for payments was approved.

16. DATE OF NEXT MEETING – 21st July 2026

Meeting closed at 20.38 and Chair invited members of the public.

Mr Norris of 29 Hawthorn close asked council to investigate a tree close to falling down in his back garden - council agreed to take a look

Mr Bloss raised points below

- Can we knock down bus shelter and replace with new style
- Allotment fence owned by allotment holder however one well down on car park
- Damage located on post office road
- Crossing in Knodishall – can they put one there

Closed @ 20:55