

**Knowstone Parish Council – Minutes of the Parish Council Meeting
held on 26th May 2026 at 7.30pm at Knowstone Village Hall.**

Present: Cllrs Pomfret (Chair), Clarke, Groves, Maidment, and McGregor,

Jane Mills, Clerk to the Council
1 Member of the public
Prayers were led by Cllr Pomfret

- 26/05/01 Election of Chairman for 2026/27**
To elect the Chairman for 2026/27
It was **resolved** to elect Cllr Pomfret as Chairman for 26/27
Proposed: Cllr Groves, Seconded: Cllr Clarke (all in favour)
- 26/05/02 Declaration of Office – Chairman**
The Chairman read and signed the prescribed 'Declaration of Acceptance of Office'.
- 26/05/03 Election of Vice Chairman for 2026/27**
To elect the Vice-Chairman for 2026/27
It was **resolved** to elect Cllr McGregor as Vice-Chairman for 26/27
Proposed: Cllr Pomfret, Seconded: Cllr Groves (all in favour)
- 26/05/04 Apologies**
Apologies were received from Cllr Stanbury and County Cllr Hopley and District Cllr Milton
- 26/05/05 Declarations of interest**
To receive declarations of personal interests and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members are reminded that all interests should be declared at the beginning of the meeting and prior to the item being discussed.
There were none
- 26/05/06 Public Participation**
In accordance with Standing Order 3 (f) members of the public are permitted to make representations and ask questions, the period set aside shall not exceed 15 minutes. It should be noted that answers will generally not be given at the meeting where the questions are delivered, each member of the public is entitled to speak once.
A member of the public sought information regarding the picnic area, it is hoped that there will be a presentation of the proposals. Information was also sought on ownership of the moor and who holds the documents.
- 26/05/07 County Councillor Report**
County Cllr was not in attendance
- 26/05/08 District Councillor Report**
The District Cllr was not in attendance

- 26/05/09 Minutes**
To approve as a correct record and sign the Minutes of the Parish Council meeting held on Tuesday 24th March 2026.
It was **resolved** to confirm and sign the minutes.
Proposed: Cllr Pomfret, seconded: Cllr Maidment (all in favour)
- 26/05/10 Review of Standing Orders**
To review the Council's Standing Orders. (no change since February 2026)
It was agreed to note the recent review
- 26/05/11 Review of Financial Regulations**
To review the Council's Financial Regulations. (no change since February 2026)
It was agreed to note the recent review
- 26/05/12 Assets Register**
To receive the Council's Assets Register
It was **resolved** to accept the Asset Register
Proposed: Cllr Pomfret, seconded Cllr McGregor, (all in favour)
- 26/05/13 Confirmation of arrangements for insurance cover in respect of all insurable risks;**
It was **resolved** to accept the insurance in the sum of £674.35
Proposed: Cllr Pomfret, seconded Cllr Maidment, (all in favour)
- 26/05/14 Calendar of Meetings**
Members agreed to move meetings to 1st Wednesday of the month from the 4th Tuesday, starting on 1st July 2026. and a new calendar will be created
- 26/05/15 To review delegation arrangements (see financial regulations) to include appointment of Councillors with specific responsibilities**
 - **Footpaths & Beaples Stone:** vacant
 - **Planning** Cllr Clarke
 - **Highways** Cllr McGregor
 - **Snow Warden** Cllr Stanbury
 - **Police Liaison** Cllr Pomfret
 - **Welcome Pack** Cllr Maidment

There was also a discussion on the appointment of road wardens, which could assist in improving the pothole situation in the parish
- 26/05/16 Review of representation on or work with external bodies and arrangements for reporting back**
 - **Moors Management** Cllr Maidment

Members were advised that the Moors Management were seeking a feasibility study and sought agreement from Knowstone Parish Council
Members agreed to consider and confirm overnight.
- 26/05/17 Review of the Council's and staff subscriptions to other bodies**
 - **DALC, SLCC, CPRE and Parish Online**

- 26/05/18** **Review of the Council's complaints procedure;** (no change since 2025)
Members noted the recent review
- 26/05/19** **Review of the Council's policies, procedures and practices in respect of its obligations under the freedom of information and data protection legislation (see also standing orders 11, 20, and 21)**
(no change since 2025)
Members noted the reviews
- 26/05/20** **Review of the Council's policy for dealing with the press and public;**
(no change since 2025)
Members noted the review
- 26/05/21** **Internal Audit Report**
It was **resolved** to accept the Audit Report
Proposed: Cllr Pomfret, seconded Cllr Maidment (all in favour)
- 26/05/22** **To approve Section 1 Annual Governance Statement 2025-26**
It was **resolved** to approve Section 1 Annual Governance Statement 2025-26
Proposed: Cllr McGregor, seconded Cllr Groves (all in favour)
- 26/05/23** **To approve Section 2 Accounting Statements 2025-26**
It was **resolved** to approve Section 2 Accounting Statements 2025-26
Proposed: Cllr Pomfret, seconded Cllr Maidment (all in favour)
- 26/05/24** **To resolve to certify that Knowstone Parish Council is exempt from submitting an Annual Governance and Accountability Return for 2025/26 as neither the gross annual income or expenditure exceeds £25,000**
It was **resolved** to certify that Knowstone Parish Council is exempt from submitting an Annual Governance and Accountability Return for 2025/26 as neither the gross annual income or expenditure exceeds £25,000
Proposed: Cllr McGregor, seconded Cllr Groves (all in favour)
- 26/05/25** **To review the Risk Management Scheme** (reviewed February 26)
Members noted the review
- 26/05/26** **To review Internal Control Policy** (reviewed February 26)
Members noted the review
- 26/05/27** **To consider a summer newsletter** It was agreed to proceed with a summer newsletter

26/05/28

To agree payment of invoices

It was **resolved** to agree the payments as presented Proposed: Cllr
McGregor, seconded Cllr Groves (all in favour)

Audit fees	190.00
ICO	47.00
scribe x 2	14.40
lloyds x 2	8.50
Aubergine (web)	670.80
Staff and expenses x2	535.88
grass cuts	40.00
Electors mtg refreshments	<u>59.40</u>
Total	1580.38

There being no further business the meeting closed at 8.50 pm

SignedDated.....