

KINGSTONE AND THRUXTON GROUP PARISH COUNCILWebsite www.kingstoneandthruxtongpc.org**MINUTES**

**Kingstone and Thruxton Group Parish Council
meeting held on Wednesday 6th October 2021 at 7.00p.m.
held in the Village Hall
Clerk's email address: clerk.ktGPC@hotmail.com**

PRESENT: Cllr T Broomfield; Cllr N Knudsen (Chairman); Cllr D Lloyd; Cllr S Walker;

ALSO PRESENT: Parish Clerk: Mrs L Lewis; Ward Cllr C Bolderson; Mr S Madison (Kingstone Sports Association)

The chairman welcomed those present to the October meeting.

MINUTES

1. **Acceptance of apologies for absence** – Cllr F Milsom; Cllr C Pugh (Vice Chairman); Cllr L Thorne; Cllr M Walker; Cllr J Watkins

Resignations were received from Andrew Williamson and Angela Vincent. The chairman will write to Angela to thank her for her time on the parish council.

The chairman informed this leaves 3 vacancies on the parish council and that Angela Vincent is going to provide a list of potential councillors from the Lowfield Meadow and Coldstone Cross areas of the village and the chairman will contact these in due course.

2. **Declarations of interests**, Disclosable Pecuniary, Non-Disclosable Pecuniary and Non-Pecuniary interests. No declarations of Interest declared.

3. **Approval of Minutes and sign**

The minutes of the previous meeting held on the 1st September 2021 were considered. A request to amend the minutes was proposed by Cllr S Walker. Point 7. To be corrected to state that it was suggested to contact Joan Phillips, the Secretary of the Village Hall Committee to obtain information regarding agreements between the village hall and parish council. The minutes are amended in longhand as above and they are considered to be a true record and it was unanimously agreed that they be adopted and signed by the Chairman.

It was requested that a record of the accounts is included in future minutes and that the pages are numbered. Duly noted by the clerk.

3. **Members of the Public** Open session, to accommodate members of the public who may wish to raise issues or ask the parish council questions. No members of the public were present.

5. Reports

5.1 Parish Road Safety Plans following walk around - The Chairman confirmed that following the walkaround he now has three quotations for SIDS. Cllr C Pugh (Vice Chairman) is obtaining quotations for gateways. The Chairman also feels that chicanes should be considered. Cllr F Milsom has been taking photos to enable the parish council to put forward the road safety measures required. The chairman also advised that he proposes to focus on the B4348 with the C-Road as a secondary consideration. **Resolved that all councillors were in agreement with focus on the B4348 initially.**

5.2 Chairman's Report

Drainage - The chairman advised there are still ongoing issues. He is awaiting contact with the appropriate person. He asked Ward Cllr C Bolderson to provide feedback to Hereford Council regarding incorrect email addresses left on their systems once the person is no longer employed.

Neighbour Plans and Portfolio Leads - to remain on the agenda for the next meeting when there are more councillors present.

The chairman did query who owns the blackboard at the cross roads by the Bullring as the shop owner has requested it be removed. **It was Resolved that the chairman will put a note in the next issue of the Tracking The News (TTN). If no objections are raised he will action removal of the board.**

The chairman also advised he has requested a map from Balfour Beatty of verge ownership within the parishes.

Youth Parish Council – Due to the school being closed because of Covid-19 this has been delayed and the chairman hopes to get in contact with the school after half term.

Queens Jubilee Wood – An area in Green Lane has been suggested as a possible site for trees. It was suggested that fruit trees are considered, along with benches and paths. Octavia Place and Lagan Homes Estate are also considerations with areas for trees to be planted. The chairman reiterated that the Whitfield Estate are happy to supply trees with input from the local primary school – again the chairman will visit the school after half term.

5.3 Village Hall Report

Letters have been sent to prospective contractors via the architect reference the village hall extension. Closing date is mid December 2021.

Christmas Fayre will be held in the hall on 20th November 2021 12pm – 3pm.

Christmas Tree Festival will be held 4th & 5th December 2021 in Kingstone Parish Church – the committee members will be decorating at the tree festival.

The chairman asked how the building work will be funded and it was confirmed this will be by grants. He also queried when the last valuation was carried out on the village hall and where the liability for the hall lies, it was **Resolved that the Chairman will contact Joan Phillips, Secretary of the Village Hall Committee to ascertain this information.**

6. **Police Report** – No report available, to be provided at the next meeting.

6.1 Update on survey and business plan to support Dirt Track - Ward Cllr C

Bolderson confirmed that with regard to the bike track there had been a visit to the Withington bike track and she confirmed that she will be putting together the business case, whilst the chairman will focus on the risk assessments. She also advised that the surveys carried out in the 120 households surrounding the area proposed for the track in Kingstone will be collated with both positive and negative feedback and included in the business plan. A draft of the business plan will be available at the next parish council meeting. Ward Cllr C Bolderson confirmed that it is also a requirement for Connexus.

6.2 Anti-social behaviour - there was discussion around the speeding at Kingstone Grange it was **Resolved that Cllr T Broomfield will email PCSO Hayley Warne to confirm if there has been any improvement and she will discuss with the site manager of Lagan Homes with regard to speed reduction measures.**

7. Financial Reports

Finance: Account sheet/schedule of payment sheet circulated.

PAYABLE TO	FOR	GROSS AMOUNT £
Terry Griffiths Contracts	September 2021 Work	360.00
Lisa Lewis	October 21 Salary	£351.26
HMRC	October 21 PAYE	£70.20

It was unanimously agreed to pay the outstanding invoices.

Change to the Order of the Agenda – item 9.1 of the agenda discussed here

9. Highways and Environmental Matters

- 9.1 **Lengthsman Report** the defect report received from Terry Griffiths Contracts was noted. **Resolved that the clerk will request the relevant way markers and finger posts.**

Return to normal order of Agenda

- 7.3 **Bank Balances** – Agreed. The clerk advised that a change of address form is required to update the correspondence address with the bank, it was **Resolved that the clerk will obtain this and complete for signature by councillors as a matter of urgency.** It was also requested that the bank statements be brought to future meetings for signature by the chairman, duly noted by the clerk.
- 7.4 **Fixed Asset Register** – discussed under item 5.3 of the minutes.
- 7.5 **Membership** options discussed. It was decided that Society of Local Council Clerks (SLCC) membership would be the preferred option of the council for the clerk to join. Cllr S Walker proposed a vote and it was unanimously agreed for the clerk to proceed and join the SLCC with the council paying the cost of membership.
- 7.6 **Precept Meeting** The chairman suggested he and Cllr C Pugh (Vice Chairman) will be present and this was considered sufficient. **Resolved that the chairman will liaise with Cllr Pugh and the clerk to arrange a mutually convenient meeting.**

8. Ward Councillor's Report

Full report had been circulated and is attached, but main points to note:-

- Full Council meeting date is Friday 8th October 2021
- Grants – there is a further business grant available
- Refugees – Hereford Council will take part in the settlement scheme and are looking to settle refugees in local housing in Hereford and Ledbury.
- Covid Rates – figures have doubled from last month. Use of lateral flow tests are recommended.
- Repairs on Bridge – Balfour have provided a full report.
- Section 106 monies – a full summary has been sent to the chairman on what is available. £430,000 has been allocated for Highways and Transport. The chairman advised this breaks down approximately as £300,000 for roads, £60,000 for Sports and £65,000 for Play and Outdoors. Ward Cllr C Bolderson also confirmed that if projects are in line and ready to go monies can be requested earlier if required.

It was also discussed regarding the joining of footpaths around the village and the chairman advised that the local shop owner / public house landlord is happy to have a footpath that goes through his hedge to make the area safer.

There was also discussion about Smallbrook Lodge. It was noted that Cllr J Watkins farms the land and will discuss with the council the removal of a hedge to help with road safety in that area. It was mentioned that a pavement in the area would also help, however Ward Cllr C Bolderson confirmed that as the road is unadopted any changes would have to be the residents responsibility and they would have to cover any costs. It was **Resolved that the clerk will email Ward Cllr C Bolderson with Cllr J Watkins' contact details and she will discuss with him.**

9. Highways and Environmental Matters

9.1 Lengthsman Report – Already covered earlier in the meeting, see item 7 (9.1).

The chairman confirmed that a meeting is being arranged with him, Mr P Wright (Footpaths Officer) and Cllr C Pugh (Vice Chairman).

9.2 KS25 – All cleared. **Resolved to remove from the Agenda and diary for next cutting in March.**

9.3 Octavia Place – it has been confirmed that this is now included in the Amenities Cutting Schedule and will receive 6 cuts per annum. **Resolved to remove from the Agenda.**

9.4 Cottons Meadow – still awaiting tree maintenance. Should be bi-annual cutting. It was also noted that Dews corner, Bridge Court and Lagan Homes hedge areas all look untidy. The chairman confirmed that he has spoken with the site manager who assured him a contractor would come on the 6th October 2021 to tidy it up.

The Horsepond was also noted – the clerk confirmed that this has been re-reported.

9.5 Grit Bins and Grit – following the email previously circulated with regard to a tonne bag of grit being provided by Hereford Council – it was agreed that a bag should be ordered subject to storage. **Resolved that the clerk will email Cllr J Watkins in respect of this and proceed to order if he is able to provide the storage.**

9.2 KS2 – Reported.

Pavement by the shop – The chairman confirmed that following his discussion with the shop owner the pavement is being rebuilt and levelled in the next few weeks. He also confirmed that the noticeboards outside are being replaced and the council is negotiating to take one over.

KS26 – It is believed that this is the responsibility of BT which was confirmed back when planning was granted in 1973. Mr Steve Madison noted that it is not a clearly marked route. It was also suggested that the Footpaths Officer

would know the answer to this and perhaps contact with him would be a good idea, the chairman believed a copy of the legal document is the way forward. **Resolved that the chairman will call the archives office to see if he can track down the original planning information.**

KS2 & KS5 – it was noted that these are the responsibility of Cllr J Watkins and he is aware of the email that was circulated in regard to these footpaths.

10. Planning

Planning consultation: 213502 – Stoney Court Poultry Farm HR2 9NH.

Discussed, no objections raised.

11. Sports Ground

It was confirmed that there have been no representative volunteers, Mr Steve Madison will email the committee about Andy resigning.

The application with regard to the car park / path has closed. Kelly Gibbons will be giving the approval. Mr Madison confirmed that there were no negative comments received. The sports association require a Charity Commission order, he expects to receive a draft order shortly and then planning permission will be granted asap. Ward Councillor Bolderson advised that the commissioning process can take a little while. The council were informed that once permission is through they can use contract procedure rules instead of going to tender as the work is less than £25,000, it is a different procedure which is much more time efficient. Mr Madison confirmed there is a 50 house occupancy target for 106 monies and it requires three trustees to draw down money. Two committee members are in the process of registering as trustees.

With regard to drainage issues Mr Madison confirmed that he has emailed local knowledge and a Lagan Survey to Jason Roberts at Balfour Beatty, he understands Colin has taken over. It was **Resolved that Mr Madison will forward a copy of the email to Ward Cllr Bolderson.**

Jubilee Event in June 2022 – the sports ground are happy to hold an event on the playing fields subject to all relevant funds for activities being in place prior to the event. It was agreed that a joint meeting should be held between the various committees such as the sports association, village hall, church, sunshine club and parish council.

Fireworks display – Mr Madison responded to an email advising of rough costs however there was not enough time for the organisation of an event like that for this year.

It was confirmed that Fairfield High School are now using the pitch again and there will be more discussions around publicising the sports ground from January and requests for volunteers will be placed in the TTN and put to the Village Hall Committee.

12. Drainage

- 12.1 Winter Sandbags and Storage – the clerk confirmed that these have been ordered. Councillors will direct members of the public as and when these are required.
- 12.2 Flood alleviation - It was discussed briefly under the Sports Ground update under item 11. Item to remain on the Agenda.

13. Allotments

The chairman advised that the parish council are not keen to take over the management of the allotments as it would consume a great deal of time and resources. He proposed that it would be better that the allotments go into the management company as proposed previously. There was a unanimous vote to leave the allotments with the Kingstone Grange Management Company. It was **Resolved that Cllr T Broomfield will liaise with Jordan from the site to arrange where to direct members of the public to.**

14. Amenities Update

- 14.1 There was discussion about the green area at Whitehouse Drive and the chairman proposed a 'play area' for the more mature residents in the community. Cllr D Lloyd advised that she had posed the question on a social media forum and there was only a small response. It was **Resolved that the chairman will pop a note in the next TTN asking for views regarding a Jubilee Park.** It was also suggested that the parish council speak with the sunshine club to find out what they would like to see.

15. Communications

- 15.1 Welcome to the Parish Letters – there were discussions around providing new residents to the community with a welcome letter and a copy of the TTN. It was confirmed that the funding of this will be by donations and it was suggested that Lagan Homes could provide sponsorship. It was **Resolved that Cllr T Broomfield will approach Jordan at the site regarding sponsorship and the chairman will email a draft of what he wants to put in the TTN to Cllr M Walker.**
- 15.2 Additional Notice Boards – already covered under item 9.2 of agenda.
- 15.3 Noticeboard Signs – the clerk confirmed she is obtaining quotations.
- 15.4 Christmas Supper – the chairman proposed Christmas supper after the 8th December 2021 meeting. This is being considered by the councillors. The chairman will obtain further information.

15.5 Parish Council Meeting Dates 2022 – The chairman proposed the 1st Wednesday of every month excluding the months of January and August. He advised this would allow more time for inclusion of information in the TTN. It was **Resolved that all councillors will consider this for decision at the next meeting.**

16. Agenda of Next Meeting

Add speedwatch volunteers to the agenda. It was confirmed that 12 volunteers are required. Nothing further to note.

17. Date of Next Full Council Meeting – confirmed as Wednesday 10th November 2021.

Chairman closed the meeting at 8.50p.m.

Signed:

Date:

Ward Councillors Report – October 2021

Full Council – Friday 8 October

The next full Council meeting will be held at the Three Counties Hotel on Friday 8 October and will start at 10.00am. It will be an all-day meeting with notices of motion likely to be heard in the afternoon session – [the agenda and papers can be viewed here](#). The leader provides a report at full council and also produces a monthly report to members. All Parish Council clerks should be receiving a copy of the monthly leaders report, please let me know if this is not the case.

Talk Community Hubs

As outlined in this month's leaders report, there are now 28 live hubs across Herefordshire. Talk Community can help community organisations achieve more for their community by providing support for local activity and services across Herefordshire. There's a range of support on offer, with a focus on what you can do to help yourself as well as initial support to help you develop your project or activity. This may take the form of self-help, one to one meetings, training, events and workshops. Further information including location of all Talk Community Hubs can be found on the [Talk Community Directory](#).

Many of you may also have worked with Dave Tristram who has supported voluntary and community organisations to secure much needed grants and funding for almost 17 years (over £2m secured each year!). Dave finished working with the council last month, so any future enquiries should be directed to the Talk Community Development Team talkcommunityenquiries@herefordshire.gov.uk.

Afghan refugee resettlement scheme

The council has confirmed that Herefordshire will participate in Afghan refugee resettlement scheme as part of its commitment to resettle at least 125 refugees by 2025. It has offered to support arrival of 56 refugees in family groups during November and December 2021. People will be accommodated in Ledbury and Hereford.

Digital Strategy Consultation

Herefordshire Council is updating its Digital Strategy, and though primarily about how the council uses IT to support its services, the council also want to hear from residents on what is important, as being on-line is increasingly part of everyday life. Please follow the link to complete the survey before the deadline of 15 October 2021. https://www.surveymonkey.co.uk/r/HC_Digital_Strategy_2021

New Electric Charging Points

Herefordshire has 12 electric vehicle charging points in 11 locations across the county. These have now been augmented with 4 rapid charge points which are able to charge most electric vehicles within 30 minutes. The charge points are in Herefordshire Council car parks at Edde Cross Street car park in Ross on Wye, St Martin's car park in Hereford and Broad Street car park in Leominster.

Further Grant Funding for Businesses

Businesses looking to take a first-step into retail or move into commercial premises in Herefordshire for the first time can now get grant funding support. Start-up businesses wishing to try retail with either a pop-up type arrangement or taking on a retail premises can now apply for a grant of £500 - £2,500 towards rent, marketing and small equipment purchases. Existing businesses wishing to take on retail or commercial premises for the first time can now apply for a grant of £2,500 - £10,000 towards rent, alterations/making good premises and purchasing equipment. The 'revive and thrive'

business support grants are being funded from the Government's Covid-19 outbreak management funds grant as part of Herefordshire Council's Covid-19 recovery plan, supporting economic recovery and improving wellbeing in Herefordshire. Businesses wanting to find out more about the grants available can find out more [here](#), or request an Expression of Interest from reviveandthrive@herefordshire.gov.uk

Applications now open for the Community Climate and Nature Grant Scheme

Non-profit groups or organisations based in Herefordshire (or a Herefordshire Parish Council) can apply for funding of up to £15,000 for new projects which will deliver carbon reduction and/or ecological enhancement in your community, based around four themes.

- Community Buildings – for example, energy conservation or efficiency measures
- Sustainable Transport – for example, community cycle parking or electric vehicle charging points
- Nature – this could include tree planting, community allotment projects, or the creation or enhancement of a community nature area
- Other Projects – such as waste reduction projects, or community initiatives that promote sustainable lifestyle choices

The grant assessment panel will meet for the first time week commencing 15 November with the final deadline for submitting your application **15 December 2021**. The Sustainability and Climate Change team can advise applicants on completing their application. If you would like to discuss your idea for a project please contact the Delegated Grants Team on 01432 260753 or email delegatedgrants@herefordshire.gov.uk. Alternatively, for more information and to apply online, visit the [Herefordshire Council website](#).

Covid-19 update as of 25 September 2021

Regular COVID-19 testing for people without symptoms is critical for protecting the population and stopping the spread of the virus. Around one in three people who are infected with COVID-19 have no symptoms and could spread the disease without knowing it. The government recommend regular twice-weekly testing at home by using Lateral Flow Tests (LFTs), regardless of whether or not we have received a vaccination. You should also continue to take precautions such as wearing a face-covering and washing your hands regularly.

Every week, the Public Health team will pop-up around the county to offer home testing kits to residents. This will help everyone to make regular testing part of their new routine [View the latest pop-up dates](#). You can also pick up tests from the reception area of Plough Lane or other council buildings such as libraries, or at a [number of county pharmacies](#). Alternatively, you can [order them online](#) to be delivered to your home.

To maintain a high level of protection through the coming winter, there will be a COVID-19 vaccine booster programme for those at greatest of risk. This includes anyone over the age of 16 with underlying health conditions, all over 50s, and all frontline NHS and care staff. Adults and children aged over 12 with a severely weakened immune system will also be offered a third COVID-19 vaccine. If you are over 50 or a frontline health or social care worker and it has been more than six months since your second COVID-19 vaccination, you can [book with your GP for a booster jab](#).

- The seven day rolling rate of new cases by specimen date ending on 25 September the COVID-19 case rate in Herefordshire is 624 cases per 100k people. This is an increase of 83.9% on the previous week. Cases in England are 335.4 per 100k population.
- In Herefordshire, 87.2% of all eligible adults have received their first dose vaccine, 82.2% have had their second dose.
- In the UK, 89.8% of the adult population have received their first dose vaccine, and 82.5% have had their second dose.

Local data: [Understanding Herefordshire Covid-19 summary website](#)

Local information: [Herefordshire Council website](#)

Local vaccinations: [Herefordshire and Worcestershire Clinical Commissioning Group website](#)

National guidance: [Government website](#)

Talk Community helpline: The helpline is still available to help residents, who don't have support from family, friends or their local community, with food supplies, medication delivery or befriending (this includes those who are self-isolating). Call: 01432 260027. E-

mail: talkcommunityhelpline@herefordshire.gov.uk. Online: [Coronavirus - Talk Community support](#)

For urgent medication supplies, contact NHS 111 or visit the [NHS website](#).

Highway or Footpath Defects

Works on Haywood Lane opposite the Haywood and Country Park were undertaken to replace gas pipework and this saw the road closed for several weeks. Unfortunately, the contractors did not reinstate the road to an appropriate standard and they will be required to come back to complete the work. I have no estimated completion date at this stage.

I have also had several enquiries about the bridge works on the B4349 and why they are taking so long. BBLP advised that works at Smallbrook Bridge were originally planned for 8 weeks to ensure the existing bridge remains safe, as maintaining the highway structures is paramount to the safety of the road users. The works at this bridge include the following – Set up traffic management, site cabins, site security (fencing), installing pollution measures (pollution boom in the stream), identifying services below carriageway, undertaking site inductions, raking out and repointing the brickwork, setting up temporary works to ensure no collapse of the parapets, spandrel walls, and arch barrel, excavation of 160 tonnes of material (surfacing, sub-base, down to bridge abutments, in a sequenced approach due to ensuring the excavation level each side of the arch barrel remains the same), disposal of 160 tonnes of material, safety measures in place for the medium pressure gas main, installation of 100+ sandbags to protect the gas main, brush clean the arch bridge once exposed, install A393 reinforcement mesh over the barrel, order and cast 125 tonne of concrete to produce a saddle, concrete curing time 5 days, waterproofing the reinforced concrete saddle, lay new kerbs and concrete backing, install concrete verges, relay carriageway sub-base and surfacing, repaint white lines, remove site cabins / fencing / materials / and traffic management.

Rather than contacting the Locality Steward directly, please can I encourage you to report any defects and potholes by phone 01432 261800 or by logging onto the Herefordshire Council website <https://www.herefordshire.gov.uk/info/200196/roads>.

You can report the following items online:

- [Faulty street light](#)
- [Flytipping](#)
- [Public right of way problem](#)
- [Highway drainage issue](#)
- [Overhanging tree](#)
- [Pavement needing repair](#)
- [Pothole](#) or use the [ReportingApp](#)
- [Road needing resurfacing](#)
- [Road sign defect](#)
- [Worn road markings or missing cats eyes](#)