**KINGSTONE & THRUXTON GROUP PARISH COUNCIL**

Minutes of an ordinary meeting of the parish council held on Wednesday 3rd April 2024

At 19.00 in Kingstone Village Hall, Green Lane, Kingstone, Hereford

**Present:**

Cllr David Bailey, Cllr Leah Dunsmuir, Cllr Neil Howard, Cllr Colin Knight, Cllr Denise Lloyd, Cllr Colin Pugh (Chairman), Cllr Paula Rawbone, Cllr David Rea, Cllr Christina Richards, Cllr Lynne Thorne

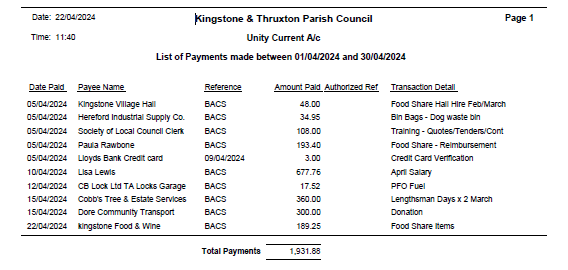
**In attendance:**

Lisa Lewis (Parish Clerk), Paul Neate (Footpaths Officer), Ward Cllr Richard Thomas and three members of the public.

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| Agenda Ref | Minutes |
| **1.** | **Apologies** **for absence:-** Received and accepted from Cllr Colin Warrillow. |
| **2.** | **To receive declarations of interest & written requests for dispensation**  Cllr P Rawbone declared a Non-Pecuniary Interest in item 6.3 . Record book signed.  Cllr L Thorne declared a Non-Pecuniary Interest in item 6.3. Record book signed. |
| **3.** | **Approval of minutes and sign** from ordinary parish council meeting held on Wednesday 6th March 2024. It was **RESOLVED** to adopt the minutes as a true record, and they were duly signed by the chairman. [Minutes 6th March 2024.docx (live.com)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fkingstoneandthruxtongpc.org%2Fmedia%2FMeetings%2FMinutes%2FMinutes%25206th%2520March%25202024.docx&wdOrigin=BROWSELINK) |
| **4.**  **4.1**  **4.2** | **Members of the Public made comments on the following points:-**   * Dog waste overflowing from bins at Kingstone Grange next to Children’s play area. It was **RESOLVED** for the resident to forward the case numbers to the clerk and for the clerk to write to First Port on behalf of the council to request that the issue is addressed. * Thruxton Junction onto the B4348. Meeting with Highways to take place on 12th April. The Ward Cllr confirmed his attendance. It was noted that the new development will cause an increase of traffic to site.   **Clerk’s Report**  **Correspondence:**   * Email received from a resident in Thruxton with regards to the dangers at the Thruxton Junction following another RTA in the area. Request for the parish council to contact highways department at Herefordshire Council with a view to improving the safety around this junction. The resident confirms that the Whitfield Estate who own the land adjacent to this junction are in full support for any improvements that can be made to aid visibility. The resident also contact highways directly and has been advised that there is no budget for any improvements but the land could be relinquished by the landowner in preparation for funds that become available. The resident has requested a site meeting with Highways. * Email received from a resident in Kingstone regarding the overflowing bin outside the Sports Field (the clerk reported this via Herefordshire Council’s online reporting app on 02/04/24). Also asking for parish council assistance to raise awareness regarding the removal of dog waste. It was **RESOLVED** for the PFO to look at better signage and provide info in preparation for the next meeting. Clerk to email Sports Association asking them to consider updating their signage. * Email received from a resident advising of speeding on the B4348. It was **RESOLVED** for the clerk to respond directing the resident to the plans for the traffic calming once they are online. * Email advising that vehicles have been driven through the walkway from the new estate since the bollards have been removed. This has been reported to the police. * Tree at Church Triangle - see notes as per action log. We have received the quotation for the bench that was agreed in the minutes of 6th September 2024, item 11.2. The written quote is shown below:-   For Kingstone Parish Council From Paul Thomas  March 2024  **Quote for bench on the triangle by the Bull Ring Public house**  I work with re-cycled metal. My design for the bench would be made from articulated truck wheels and air tank. I envisage it looking like a “kissing seat” for 2 people with a central piece encircling the tree, this would be adjustable, to accommodate the growth of the tree trunk. As with any metal it would take on a rusty patina or could be “powder-coated black, which I have not priced for as yet. This design is difficult to draw so I haven’t attempted it. I would, however, be pleased to come to a meeting to discuss the design.  The price is £500 ( No VAT) plus powder-coating. It was **RESOLVED** by a majority vote that subject to Cllr Thorne obtaining approval from the adjacent houses to proceed with the quotation provided at £500 plus powder coating. It was noted that an access point will be required as the approach is steep, clerk to request advice and quote from the lengthsman.  **Planning Decisions – FOR INFORMATION ONLY**  None to note  The action log was reviewed and it was **RESOLVED** to archive all completed actions. |
| **5.**  **5.1**  **5.2**  **5.3**  **5.4**  **5.5**  **5.6**  **5.7**  **5.8**  **5.9** | **Verbal Reports**  **Local Policing Team** Not Present  **Ward Cllr Reported:-**   * **Lengthsman Scheme funding has been agreed.** * **County Plan** * **Southern Link Road** * **Western Bypass**   **Lengthsman** Not present. Report had been circulated. It was noted that 26th March was spent with Locality Steward, it was **RESOLVED** for the clerk to clarify whether this included other work. It was **RESOLVED** to hold a lengthsman working group meeting, consisting of Cllrs Pugh, Thorne and Warrillow as soon as possible to review expectations for both parties. It was noted that the Noticeboards have arrived and it was **RESOLVED** for the clerk to request the lengthsman install these as a priority.  **Village Hall** **Committee** **reported:**   * Quotes not yet received for item 6.3 so requested to defer this item. * Toilets will need replacing in the near future. * Another permanent booking has been made and the hall remains busy.   **Sports Association** Not present. Cllr Knight provided an update from the recent meeting. He has asked the Sports Association to attend the parish meeting to present their ideas.  **Parish Footpath Office (PFO)** Reported:   * KS23 – Gates cleared. * KS25 – Cut, litter and dog waste cleared. * BT Path details passed to Footpath Inspector, Ward Cllr confirmed he will investigate. * Strimmer has been booked in for routine service under warranty. * The bridge that was washed away in the floods was put back by the residents. It was **RESOLVED** to formally write and thank the residents, clerk to action. * Cottons Meadow – Herefordshire Council have cut the hedges. * He assisted with cutting of the Allotments hedge.   **Bike Track:** It was **RESOLVED** to defer and consider maintenance at lengthsman meeting.  **Allotments** – Request received to purchase tarpaulin to cover plots and a couple of other items for maintenance. It was **AGREED** to permit any purchases necessary as this will be taken into account by the rent. It was noted that new plotholders have recently taken over vacant plots.  **Food Share** – An update was provided by Cllr Rawbone. 22 people attended the last event and a number of vulnerable residents had been identified. Tea and coffee was provided and it was noted that this would be a good event to advertise any consultations held by the parish council. The next food share is on Saturday 18th May 2024, the time is being reduced to 10-11am. |
| **6.**  **6.1**  **6.2**  **6.3**  **6.4**  **6.5** | **Financial Reports**  The payments list for April, as shown in appendix 1 was **APPROVED**.  **Banking** - Bank balances and reconciliation for end of February 2024 were noted and statements were signed by the signatories. The current reserves were reviewed and **NOTED,** see appendix 3. Journal entries were **NOTED**.  Village Hall donation request of £2,000 – it was **RESOLVED** to defer this item. Add to the next agenda.  It was **NOTED** that the corporate credit card had been received. It was **RESOLVED** to defer adoption of the credit card policy until the next meeting to allow councillors the opportunity to read thoroughly.  Change to .gov - The clerk advised that she had attended a Parish Council Domain Helper Service webinar and there is a possibility of a grant by using an Approved Registrar. Further updates to be provided at the next meeting. |
| **7.** | **Planning**  **240570** - Land at Snowdrop Cottage, Stone Street, Madley, Herefordshire, HR2 9NJ - Proposed siting of Shepherd's Hut to provide luxury holiday accommodation. [Planning Search – Herefordshire Council](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=240570&search-term=240570). It was **RESOLVED** by a unanimous vote to respond in support of the application with no further comments to make. |
| **8.**  **8.1**  **8.2**  **8.3**  **8.4**  **8.5**  **8.6**  **8.7** | **Highways and Environmental Matters**   * It was noted that a pdf tiles plan of the Highways Improvements had been provided by Herefordshire Council. Some Councillors had had trouble viewing the documents, clerk to request an easier to read format. * It was noted that some area will require land to be provided, clerk to email Public House to establish if land can be provided for a footway.   Remembrance Memorial Plans   * Cllr knight provided a brief update in Cllr Warrillow’s absence. * It was noted that it had been agreed to carry out the face to face consultation prior to obtaining quotes.   It was noted that all details of the S.106 monies available to the parish can be accessed via Herefordshire Council’s website.  Litter Picking – the completed Risk Assessment had been circulated and it was **RESOLVED** by a unanimous vote to approve the assessment. Cllr Dunsmuir had collected 200 purple bags for use by the school and Duke of Edinburgh student. Litter picking equipment to be collected when ready.  Various ideas were discussed to support younger people of the village and it was **RESOLVED** that the council could look further into a ‘Youth Council’. Clerk to obtain information for the next meeting. It was considered that a poster competition to involve the younger members of the community could be beneficial, it was **RESOLVED** to add this to next agenda.  It was noted that Cllr Dunsmuir will be carrying out a litter pick in conjunction with the school on Wednesday 17th April and it was agreed to publicise this event along with a photograph, subject to school consent in the TTN, website and social media.  It was noted that the dog waste bin on Cooks Lane will require emptying for the month of May. The chairman proposed removal of the bin and it was **RESOLVED** by a majority vote to proceed to remove this bin and redirect members of the public to the mixed waste bins at either end of the lane. Cllr Thorne will contact the volunteer to advise and clerk to instruct lengthsman to remove. |
| **9.**  **9.1** | **Training**  The clerk is currently attending a Tenders, Quotes and Contract Management training course. Clerk to resend training schedule from HALC to members.  **Defibrillator Training** It was noted there had been 2 enquiries so far. Cllr Knight had drafted a poster providing more information, it was **RESOLVED** to publish this on the noticeboards, website and Facebook. |
| **10.** | **Parish Meeting –** it was **RESOLVED** to purchase refreshments of tea / coffee / cake and biscuits with a maximum spend of £200 to include printing costs for any literature. It was noted that a Cllr has a projector that can be borrowed if necessary and there is a screen in the hall. |
| **11.** | **Items for the next agenda**   * None |
| **12.** | It was noted that the date of the next Parish Council meeting needs to be changed, clerk to check whether the School facilities can be utilised. If not, the next meeting will be moved to the 15th May 2024. |
|  | **Meeting closed at 21:03pm.** |

**SIGNED………………………………………………………… DATED…………………………….**

**Appendix 1**

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**Appendix 2**

A close-up of a receipt

Description automatically generated

**Appendix 3**

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