

KINGSTONE & THRUXTON GROUP PARISH COUNCILMinutes of an ordinary meeting of the parish council held on Wednesday 5th February 2025

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 Colin Pugh (Chairman), Cllr Paula Rawbone, Cllr David Rea, Cllr Lexi Richards-Powell and Cllr Colin Warrillow (Vice-chairman)

In attendance:

Lisa Lewis (Parish Clerk), Ward Cllr Richard Thomas, Matt Heeley (Lengthsman), Steven Madison (Sports Association) and fourteen members of the public.

Agenda Ref	Minutes
1.	Apologies for absence:- were received from Cllr Denise Lloyd, who is currently on long-term sick leave. The written dispensation previously received from her was noted. The situation was considered and it was agreed that the matter would be reviewed in six months' time to determine the next steps, should the councillor not have returned by then. Apologies were received from Cllr Richards.
2.	Co-option – the clerk advised that no applications had been received.
3.	To receive declarations of interest & written requests for dispensation None declared.
4.	Approval of minutes and sign from the parish council meeting held on Wednesday 4 th December 2024. It was RESOLVED to adopt the minutes as a true record, and they were duly signed by the chairman.
5.	<p>Members of the Public made comments on the following points:-</p> <ul style="list-style-type: none"> • Dirty signs opposite the Bull Ring. Have been reported by a member of the public and the clerk following the last meeting. • Path across the orchard behind Whitehouse Drive utilising s.106 money. The vice-chairman confirmed that a quote and statement had been submitted to Hereford Council. • Bus Stop at Dews Corner – clerk to write Hereford Council. • Thanks were passed to the Footpath Officer for his excellent work. • Speeding in the village and Barrow Common. • Barrow Common Flooding and blocked drains and drainage systems. Ward Cllr Thomas confirmed that he will get in touch with the cabinet member for roads. It was noted that a site visit had taken place with the Parish Council, Ward Cllr and Landowner. • Coldstone Common Flooding. Noted that the Welsh Water site was flooded and posed an environmental risk – the Ward Cllr confirmed that he would look into this. Member of the public to send maps to the clerk. • Members of the public were reminded that sandbags are available and provided free of charge by the parish council.
5.1	Kingstone Charitable Trust – Trustee, Wendy Knudsen gave an informative presentation about the trust and the current project to purchase an automatic dispensing machine for the surgery. They would like to provide regular updates to the council and Cllr Paula Rawbone confirmed she was happy to act as liaison. There will be a justgiving page and QR set up and the Trust would also like the parish council to consider providing a donation. Clerk to forward the donations policy and application form to the Trust. Clerk to contact s.106 Team to establish if there are funds and let the Trust have the details.
5.2	<p>Clerk's Report</p> <p>Correspondence:-</p> <ul style="list-style-type: none"> • 1 Volunteer for Community Speed Watch.

	<ul style="list-style-type: none"> • Email received from a resident regarding Flooding at Barrow Common. Water damage to 5 homes and the factory. The fire brigade was in attendance to pump out the affected properties. Blocked drains, water run off and gas pipeline are believed to be contributory factors. The clerk had advised the member of the public to report the incidents to Herefordshire Council. The clerk had reported on this occasion and notified the Ward Cllr who will go and meet the residents. • Email received from a resident regarding flooding at Coldstone Common which entered the 2 homes there. Again, the clerk has advised them to notify the relevant authorities. • Cheque received from Johns Smiths Charity for Kingstone Consolidated Charities for £750. Banked and added to reserve funds. Letter of thanks sent. • Correspondence from a member of the public regarding finances/budget/current reserves. <p>21.01.25 Lithium Ion Battery Campaign 21.01.25 Fire Brigade email circulated regarding Community Consultation now live 10.12.24 – Email circulated with details of support for residents affected by severe weather in Herefordshire. 10.12.24 – Lithium Ion Battery Campaign 10.12.24 – Ofsted Letter and Children’s Commissioner Report Publication circulated 16.12.24 – Herefordshire Council Budget Consultation 17.12.24 – Upgrades to Homepoint email circulated 17.12.24 – Cathedral Park email circulated 17.12.24 – Age UK big knit information 23.12.24 – English Devolution White Paper 23.12.24 – Latest Planning Advice from National to Local email circulated 23.12.24 – Nature Recovery Mapping Webinar (22.01.25 at 12:45pm). Cllr Dunsmuir confirmed she had attended the webinar and suggested a working group to look at potential ‘Wildlife Corridors’ across the parishes. It was confirmed that Cllr Dunsmuir will share the information with councillors for discussion and response and report back at the next meeting. 18.01.25 – Training Schedule with HALC circulated 05.02.25 – Verge Cutting – Parish Council confirmed they are happy with 2 cuts throughout the villages. 05.02.25 – Annual Plan information circulated.</p> <p><u>Planning Decisions – FOR INFORMATION ONLY</u></p> <p>P242365/F - The Marsh Farm Eaton Bishop Hereford Herefordshire HR2 9QT - Proposed roofing over an existing clamp used for muck and general purpose storage. Planning Permission - Determination Made (Approved with Conditions) Monday 11 November 2024 P250166/XA2 - Exchequer Court Thrupton Hereford - Application for approval of details reserved by conditions 2 7 9 & 10 attached to planning permission 240776 - PP - Approval of details reserved by condition - Valid (Undecided)</p> <p>5.3 Action log – to be circulated by the clerk.</p>
<p>6. 6.1 6.2 6.3</p>	<p>Verbal Reports</p> <p>Local Policing Team Not Present.</p> <p>Ward Cllr Reported on the following subjects:-</p> <ul style="list-style-type: none"> • Drainage at Barrow Common – is being investigated. • Devolution • Finance Meeting to take place on Friday 7th February. • Southern Link road has been approved. • Recommendation to update NDP’s to ensure they are current. <p>Lengthsman:-</p> <ul style="list-style-type: none"> • Drainage grant discussed. Plans and timeframes for work at Barrow Common stated. The parish council have been allocated drainage funding for the B4349 near Arkstone, however it will be more beneficial to use at Barrow Common. The parish council unanimously agreed to move the funding

<p>6.4</p> <p>6.5</p> <p>6.6</p> <p>6.7</p> <p>6.8</p> <p>6.9</p> <p>6.10</p>	<p>subject to approval from Highways Department at Herefordshire Council. Clerk to liaise with Herefordshire Council.</p> <ul style="list-style-type: none"> • Drainage Survey is complete. • Traffic island/chicane on B4349 cleaned • Sign at Bike Track has been installed on fence and posts removed. <p>Village Hall Committee reported:</p> <ul style="list-style-type: none"> • Cllr Rawbone has been in touch with Lana Dawe from Talk Community and she has provided forms to obtain grant money for the village hall outside space. <p>Sports Association Steve Madison reported:</p> <ul style="list-style-type: none"> • Approval has been given from the s.106 for a tractor shed. Planning Application has been submitted. • Awaiting quotes for replacement/refurb of Children’s play area. • Fundraiser to be held on 10th May in the village hall. • Suggestion of a Summer event between the parish council and sports association. • Tree maintenance to be carried out. • Maintenance day scheduled. • The association would like to provide input for the NDP. This was welcomed by the parish council. • Question from the chairman regarding the extended car park and path. <p>Parish Footpath Office (PFO) had sent his apologies.</p> <p>Bike Track: Litter pick took place which suggests track is still well used. Connexus have confirmed that improvements can be made and the parish council will obtain quotes in the spring to upgrade utilising s.106 money.</p> <p>Allotments – No updates.</p> <p>Food Share – initiative is continuing to progress steadily.</p> <p>Litter Pick – Date changed to accommodate more volunteers and took place on Sunday 2nd February. 13 helpers and a baby collected 11 bags of rubbish. An additional 1.5 bags were collected by a volunteer from the Sports Field earlier in the week. A total of 54 bags of rubbish collected throughout the parish since the litter pick commenced.</p>
<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p>	<p>Financial Reports</p> <p>The payments made in January by the clerk under delegated authority were APPROVED, along with the payments list for February. All invoices were signed by a signatory. Both lists are shown in appendix 1.</p> <p>Banking - Bank balances and reconciliation for the Unity current account at the end of December 2024 was noted at £12,786.08 and £3,165.03 in the savings account. See Appendix 2.</p> <p>Santander Account Closure – the clerk advised that the parish council’s Business and Savings accounts with Santander are no longer in active use. The council confirmed that they wish to close both of these accounts and transfer the funds to the Unity Trust Bank Current Account. The following resolution was passed:-</p> <ol style="list-style-type: none"> 1. Closure of Santander Accounts: The Parish Council resolves to close the Santander Business Current Account (Account number 86013480) and the Santander Savings Account (Account Number: 86014487). 2. Transfer of Funds: The parish council requests that all funds held in the Santander accounts be transferred to the Parish Council’s Unity Trust Account (Account Number: 20482967 Sort Code: 60-83-01). 3. Signatories for Account Closure Request: In light of the current circumstances, including the ill health of the only remaining signatory, the Parish Council resolves that Councillor Paula Rawbone and Councillor Christina Richards, two current signatories on the Unity Trust Bank accounts will sign the Santander Account Closure Request Form on behalf of the Parish Council. <p>Budget Monitoring - The Council reviewed the current spend against budget report and reserves as circulated by the clerk to ensure regular oversight of the budget and it was deemed on target.</p> <p>The request for a donation of £394.05 towards the insurance costs from the Village Hall Committee was considered and it was RESOLVED by a unanimous vote to provide the donation under s.137. It was noted by councillors that the finance working group had allocated in next year’s budget a total grant amount for the village hall, which is to include the insurance. Clerk to inform the village hall committee.</p>

7.6	WOW Grant Funding – it was RESOLVED by a unanimous vote to proceed with an application of £1,500 for the Food Share – the completed application form was signed by the Chairman and Cllr Rawbone.
8.	Planning
8.1	P243029/FH - Lowfield Cottage Kingstone Hereford Herefordshire HR2 9HP - Proposed single storey extension and garage. The application was considered by the parish council and it was RESOLVED to respond in support of the application with no comments to make.
8.2	Neighbourhood Development Plan (NDP) – No updates, a meeting is to be arranged with Kirkwells. Clerk to liaise with Kirkwells and Cllr Dunsmuir.
9.	Highways and Environmental Matters
9.1	No new issues to note in respect of Highways or public rights of way.
9.2	Anti-social behaviour – incident at Kingstone Grange noted, this was reported to police by the resident.
9.3	Flooding incidents – covered under items 5 and 6.3.
9.4	Sandbags - it was RESOLVED to order a further pallet of sandbags following the most recent flooding. Clerk to purchase. Cllrs noted that all sandbags taken should not to be returned and are the responsibility of the homeowner to dispose of.
9.5	The council considered the grass cutting contract for the coming year, noting the quote received from Doug Addis of £1,400 for mowing in the parish and £200 per cut at the bike track and it was RESOLVED to accept the quotes.
9.6	The clerk advised that an additional sign at the bike track should be considered, the council felt this was not necessary.
10.	Training - Cllrs Howard and Richards are attending a planning course at HALC. Clerk to establish dates from HALC for a further enhanced in-house training session for councillors. Cllr Knight confirmed that life-saving training with Hereford Heartstart has been booked for Wednesday 26 th February 2025 in the village hall.
11.	Items for the next agenda <ul style="list-style-type: none"> • Donation to Kingstone Surgery Trust • Young Hopefuls
12.	It was noted that the date of the next Parish Council meeting is Wednesday 5 th March 2025.
	Meeting closed at 20:43pm.

SIGNED.....

DATED.....

Appendix 1

Date: 28/01/2025

Kingstone & Thruxton Parish Council

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Time: 14:40

Unity Current A/c

List of Payments made between 01/01/2025 and 31/01/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/01/2025	Lisa Lewis	BACS	860.97		January Salary (Inc. NDP hrs)
09/01/2025	Nest Pension Contributions	DD	69.15		January Contributions
09/01/2025	MJH Contracting	BACS	980.00		Drainage Survey (Grant Works)
09/01/2025	Kirkwells Ltd	BACS	2,774.40		NDP Review
09/01/2025	Kingstone Village Hall	BACS	24.00		Food Share - Hall Hire Decembe
09/01/2025	Kingstone Village Hall	BACS	288.00		Annual - Hall Hire
09/01/2025	Doug Addis	BACS	1,350.00		Village Mowing, April - Oct 24
09/01/2025	Lisa Lewis	BACS	91.00		Tree Removal - Reimbursement
10/01/2025	Lloyds Bank Plc	DD	832.29		Credit Card Statement
20/01/2025	ICO	DD	35.00		ICO Renewal Fee
Total Payments			7,304.81		

Date: 07/02/2025

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Time: 10:22

Unity Current A/c

List of Payments made between 01/02/2025 and 28/02/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/02/2025	Lisa Lewis	BACS	860.97		February Salary
05/02/2025	Nest Pension Contributions	DD	69.15		February Contributions
05/02/2025	MJH Contracting	BACS	192.50		Lengthsman Work
05/02/2025	Hereford Association of Local	BACS	1,379.70		Annual Subscription
05/02/2025	Kingstone Food & Wine	BACS	195.25		Food Share
05/02/2025	Country Flavours Ltd	BACS	108.25		Eggs - Food Share
Total Payments			2,805.82		

Appendix 2

Date: 13/01/2025

Kingstone & Thruxton Parish Council

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Time: 11:42

Bank Reconciliation Statement as at 31/12/2024
for Cashbook 3 - Unity Current A/c

User: LISA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Current Account	31/12/2024		12,810.08
			<u>12,810.08</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
05/06/2024 BACS	Kingstone Village Hall	24.00	
			<u>24.00</u>
			12,786.08
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			12,786.08
		Balance per Cash Book is :-	12,786.08
		Difference is :-	0.00

Date: 13/01/2025

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Time: 11:17

Bank Reconciliation Statement as at 31/12/2024
for Cashbook 4 - Unity Savings A/c

User: LISA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Savings Account	31/12/2024		3,165.03
			<u>3,165.03</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			3,165.03
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			3,165.03
		Balance per Cash Book is :-	3,165.03
		Difference is :-	0.00