

KINGSTONE & THRUXTON GROUP PARISH COUNCIL
Minutes of a meeting held on Wednesday 8th December 2021
At 19.00 in Kingstone Village Hall

Present:

Cllr Nick Knudsen (Chair), Cllr Colin Pugh (Vice-Chair), Cllr Denise Lloyd
, Cllr Francis Milsom, Cllr Lynne Thorne

In attendance:

Lisa Lewis (Clerk), Steve Madison (Sports Association), Terry Griffiths (Lengthsman) and 3 members of the public

Agenda Ref	Minutes
1.	Apologies for absence were received from Cllr J Watkins, Cllr T Broomfield and Ward Cllr C Bolderson. It was noted that Sheila Walker had resigned, which has created a further vacancy for a Councillor, leaving 4 vacancies in total.
2.	To receive declarations of interest & written requests for dispensation - none declared.
3.	Approval of minutes and sign , from Ordinary Parish Council Meeting held Wednesday 10 th November 2021. It was RESOLVED to adopt the minutes as a true record, and they were signed by the chair.
4. 4.1	Chair's announcements Queen's Jubilee Wood - The chair advised that the Whitfield Estate have offered to plant an avenue of trees on their land from Gooses Foot up through the village in honour of the Queen's Jubilee. It was noted that Madley School have confirmed they will be involved. It was RESOLVED that the clerk will ask Kingstone & Thrupton Primary School for their involvement.
5. 5.1 5.1.1 5.1.2 5.1.3	Members of the Public It was noted that three members of the public were in attendance with a view to becoming councillors and one also a Footpath Officer. Clerk's Correspondence It was noted that a complaint had been made however the member of the public wished to remain anonymous, the clerk confirmed that the person had been directed to the correct complaints procedure if they wish to take things further. Cooks Lane – It was noted that a member of the public had concerns with regard to safety of pedestrians due to vehicles travelling down this private footpath. The clerk will direct query to Hereford Council / Balfour Beatty. Dore Valley Transport – it was noted that a request had been received for a donation to this service, there was a unanimous vote to donate £400.
6. 6.1 6.1.1 6.1.2 6.1.3	Appointment of Members to Committees It was noted that members are needed to represent the Parish Council at the following committees: John Smith Charity – RESOLVED to defer until next meeting. Clerk to obtain further details on the charity. Sports Field Association – RESOLVED to defer until next meeting. Village Hall Committee – RESOLVED that Cllr Lynne Throne will be the representative for the Parish Council on this committee.
7. 7.1 7.2	Police Report No Report available. Draft Bike Dirt Track Business Plan - Deferred to next meeting. Neighbourhood Watch – it was RESOLVED that links will be added to the website and a note will be posted in the Tracking The News to gain community views.

8.	Ward Councillor's Report
8.1	The Ward Cllr was not in attendance, full report to be circulated to councillors by clerk.
9.	Village Hall Report
9.1	There was a good turnout at the Christmas Fayre and the Village Hall raised approximately £330. Various clubs are using the hall for their Christmas celebrations.
9.2	It was noted that a request had been received from the secretary of the hall for defibrillator training. RESOLVED that the clerk will obtain costs for joint training with Village Hall Committee and the Parish Council for consideration at the next meeting.
9.2.1	It was suggested that a 2 nd defibrillator be installed near the Lagan homes estate. RESOLVED that the Chair will propose this to Lagan Homes and provide an update at the next meeting.
9.3	White House Drive Jubilee Park – following queries over the ownership of the proposed park on the land at White House Drive it was RESOLVED that the clerk will apply for a copy of the deed of ownership from the land registry.
	Change of agenda order. On arrival of the Lengthsman, Terry Griffiths at 7:30pm, item 12.1 discussed here.
12.	Highways and Environmental Matters
12.1	Lengthsman's Report
12.1.1	Terry confirmed the works that the lengthsman is able to carry out and what works are Parish Council responsibility.
12.2	Lengthsman Plan
12.2.1	It was RESOLVED that the lengthsman will put together a plan for 2022/23 period and present this at the February meeting for consideration by councillors. The clerk will email Terry's accounts lady for a copy of the current plan and circulate this to all Councillors when received.
12.2.1	It was RESOLVED that the Chair, Cllr Knudsen and Cllr Thorne will complete a draft plan of works required for the rest of the year.
12.4	KS5 – the lengthsman confirmed that the replacement gates have been ordered and are awaiting despatch.
	Normal agenda order resumed.
10.	Kingstone Sports Association
10.1	The Charity Commission Order has been received, the order allowing them to enter into an agreement with Hereford Council for the combined path linking Church Road through the Lagan Homes site to the surgery. The Planning Application for the combined path has been resubmitted with the correct line of the path and the consultation period ends 28/12/21. There has been some discussion over the 106 monies allocated and professional fees which is being investigated. They are awaiting Herefordshire Council to identify how to claim for the money. There is a proposed Deed of Dedication ready to be signed if needed that states ownership of the path belongs to Kingstone Sports Association, however maintenance will be the responsibility of Hereford Council. Another agreement is still outstanding stating the subcontractor will be accountable for any damage caused to the sports ground on installation of the cycle path will be made good. The sports association plan to use 106 monies to refurbish the existing equipment, purchase equipment to maintain the ground and the rest of the spend must go to public consultation.

11.	Financial Reports
11.1	It was RESOLVED to pay the following invoices;
11.1.1	Clerks December Salary & PAYE in accordance with contract
11.1.2	Lisa Lewis, clerk reimbursement of £20 for donation to Christmas Fayre see minute 5.2 of previous meeting.
11.1.3	Clerks Expenses for November, £27.47 (inc. £2.99 VAT)
11.1.4	TEEC, Website hosting and maintenance, £171.12 (inc. £28.52 VAT) Bank Statement
11.2	Bank Statement
11.2.1	The bank balances were noted against the financial reconciliation and were deemed accurate, bank statements signed by chair.
11.2.2	It was noted that only 2 signatories remain and RESOLVED to add Cllr Pugh and Cllr Francis as additional signatories. Clerk to obtain mandate and return for action by the bank.
11.3	Draft Precept for 2022/23 To consider figures previously circulated. RESOLVED to defer final decision until next meeting and the clerk will email Hereford Council to inform them of this.
12.	Highways and Environmental Matters
12.1	Lengthsman's Report
12.1.1,	Already covered earlier in the agenda
12.2,	"
12.2.1,	"
12.4	"
12.3	Cottons Meadow Path – confirmed that some maintenance has taken place, however debris not removed, weedy growth and bushes not cut. RESOLVED for the clerk to provide feedback to Balfour Beatty.
12.5	It was noted that one of the members of the public has volunteered to be a Footpath Officer. Clerk to email and see if she can put him in contact with the previous PFO for background and history. A few concerns on various footpaths noted. RESOLVED that these will be visited in due course and any issues referred to the clerk for reporting.
12.5.1	Discussion around KS3 / KS1 with regard to making more accessible with swing gates, RESOLVED and unanimously agreed that the current stiles should be replaced and the clerk to action this.
12.6	Dog Bins – The clerk has obtained information on costs, however further consideration is needed to confirm location of bins and regularity of emptying. RESOLVED that the clerk will circulate information for consideration at the next meeting.
12.7	Blackboard – it was confirmed that the blackboard at the Bullring crossroads is being painted over.
12.8	Welsh Water Tanker, a record of dates that the tanker has been in the area was provided to Councillors along with a telephone number to contact if there are further sightings.
12.9	Ownership of pavement adjacent to the KS25, it was RESOLVED that the chair will clarify ownership with Lagan Homes.
13.	Local Plan – it was RESOLVED that there are no comments to make. Clerk to reply on survey to this effect.

14.	Planning
14.1	214105 - Dene Pool Cottage, Kingstone, Hereford, Herefordshire HR2 9ES, it was RESOLVED to comment in support of the application providing the trees in the property are protected.
14.2	Proposed Outline Planning Application - Commercial development on land adjoining Kingstone. RESOLVED to return comments with concerns raised over the scale of additional traffic, safety issues with the entrance being directly opposite KS25 footpath that links to school and the surrounding village. Councillors would want to see the traffic calming plans proposed in connection with the development.
15.	Drainage
	It was confirmed that a drainage survey has been carried out with the flow checked on the 07/12/21 and all is working. Full report to be received in due course.
16.	Allotments
16.1	Cllr Broomfield, allotments lead was not in attendance to provide report. A member of the public who has previous allotment experience has volunteered his assistance with setting up the allotments and it was unanimously agreed to accept his support. It was proposed that additional clerk hours may be required in connection with the project, it was RESOLVED that the clerk will calculate the additional requirement and prepare information for consideration at the next meeting.
17.	Amenities
17.1	Nothing to note other than the website is being updated with the various amenities in the village.
18.	Road Calming and Speed Watch
18.1	It was noted that there is an additional volunteer. RESOLVED to add the poster to the website.
18.2	Road calming measures are still ongoing. Cllr Milsom is working on the maps.
19.	Queen's Jubilee Celebration 5th June 2022
	There is an initial meeting on 13 th January 2022 to be held at the Bullring to discuss ideas. £1,000 has been added in the budget 2022/23 for approval at the next meeting.
20.	Communications
20.1	The welcome newsletter has been drafted and circulated. It is being printed to go alongside the TTN copies provided by Lagan.
20.2	Noticeboards – quotes to be received.
20.3	Meeting Dates
20.3.1	Meeting dates confirmed as the 1 st Wednesday of the month excluding January and December where there will be no meeting and with the exception of June where it will be the 2 nd Wednesday of the month.
20.4	It was RESOLVED to have names only displayed on the noticeboards and website with all contact through the clerk.
21.	Items for next agenda
	Update on BBLP Draft Plan 2022/23
	Council Forum ICS (Integrated Care Scheme) to be rearranged – attendance suggested.
	106 monies – update on historical underspend
22.	Date of next parish meeting is Wednesday 2nd February 2022
23.	Meeting closed at 9:22pm.

SIGNED.....

DATED.....