

Kinnersley & District Group Parish Council

Minutes of a meeting held on 1st October 2019 at Norton Canon Village Hall

Present

Rosie Davidson (chairman), Janet Greenfield, Robert Humphreys, Roger Marshall, Stephen Turner, Patrick Wrixon
Clerk in attendance, Ruth Lovelace.

Visitors

Cllr Graham Jones

1. Apologies

Roger Bowen, Malcolm Lewis.

2. Minutes of the last meeting

Minutes of the last meeting had been circulated to all members of the Council. These were approved, and signed by the chairman.

3. Any Declarations of Interest as required under the code of conduct

There were none.

4. Matters arising from the previous meeting

4.1 Consideration of the arrangement for commenting on planning applications.

Roger Marshall had produced some notes for discussion which he handed out to members. These included a summary of the procedures followed by two neighbouring parish councils, and analysis of applications over the past year: there had been 19 planning applications which required comment from KDGPC and of these, the timing would have allowed 5 of them to be discussed at a scheduled regular meeting.

To give time for members to consider the options in detail, the topic will be brought to the next meeting.

4.2 Possible provision of a SID (speed indicator device) in Kinnersley.

a) There was discussion about future maintenance costs of the device, and who would be responsible for these, and also for moving it and storing it when required.

Rosie Davidson agreed to liaise with Kate Garratt-Adams (Kinnersley Parish Meeting) and bring an estimate of maintenance costs back to PC for consideration.

b) RD was still in discussion with Almeley PC about the proposal that the two parish councils might jointly purchase a SID, to be alternated between Kinnersley and Almeley.

c) There is still the possibility that Letton parish might raise funds so as to have a share in the SID.

4.3 As agreed, the "We Don't Buy Crime" (WDBC) initiative, which promotes property marking using SmartWater, had been circulated via local magazines, the Community Email Initiative and the Neighbourhood Watch circulation network.

5. Correspondence

5.1 Ellie Giles, a Communications Intern in the Police and Crime Commissioner's office has suggested meeting the clerk to discuss community engagement.

ACTION: the clerk will contact Peter Plunkett who administers Neighbourhood Watch to see if he would like to come along as well.

5.2 Philippa Lydford from Herefordshire Council had passed on information from BT that they were intending to remove the phone box on Bredwardine Lane. The parish council has no objections to the removal, and in any case, this phone box is actually situated just outside Letton parish.

5.3 The clerk had received, and circulated, notice of an election to the River Lugg internal drainage board.

5.4 A Parish Council Summit, organised by Herefordshire Council, had taken place on 20th September, and the slides from this had been circulated. It was noted that Nina Bridges, Local Enterprise and Resources Manager, is working to develop a network of Community Hubs across Herefordshire: 20 Hubs by the end of March 2020, and 50 Hubs by the end of 2021

5.5 A workshop had been arranged for Parish Councils in order to provide an opportunity to find out more about the process of reviewing the Core Strategy - that is the policies which determine overall planning decisions in Herefordshire.

6. Confirmation of the procedure which applies to visitors attending a meeting

KDGPC policy regarding visitors is as follows:

At the chairman's discretion, the meeting can be closed and a visitor can then address the meeting.

This is laid out in our Standing Orders, paragraph 14, which can be found on the website under "Reference Documents".

To encourage local interaction, and so as to become more open and inclusive, the PC agreed to offer an "Open Forum" for the first ten minutes of each meeting. This will allow local residents to bring relevant parish issues to the PC for their consideration.

ACTION: The clerk to publicise this.

7. Initial consideration of meeting dates for 2020

Tuesday is still the preferred day for meetings. A suggestion was put forward to meet on the first Tuesday in every other month.

ACTION: the clerk will put forward suggested dates to the next meeting.

7. Planning matters

New applications and decisions since the last meeting were as follows.

| Deadline for comments | Code | Details | Parish Council response | Decision |
|-----------------------|--------|---|--|---------------------------------|
| 9/10/19 | 193125 | Norton House School, Proposed alterations and extensions to existing dwelling | | |
| 25/9/19 | 193093 | Green Farm Barn Green Farm Norton Canon Hereford HR4 7BH, Notification for prior approval for a proposed change of use of an agricultural building to a dwelling house. | | |
| 27/8/19 | 192442 | 2 School Cottages, Kinnersley, Increase extent of dropped kerb | Support with comment = no objections | Approved 3/9/19 |
| 5/4/19 | 190775 | Letton Court, Retrospective permission for use of part of existing building for biomass boiler (999 KW) wood chip fuel. RE-APPLICATION | The parish council re-iterates its comment made to the original application. | Approved with conditions 5/8/19 |

| Deadline for comments | Code | Details | Parish Council response | Decision |
|-----------------------|-------------------|--|--------------------------------------|------------------|
| 15/4/19 | 190910 and 190909 | Hyatt Sarnesfield Proposed annex extension to be used as ancillary accommodation | Support with comment = no objections | Approved 22/8/19 |

8. Highways and footpaths

8.1 The Parish Footpath Officers (PFOs) had organised and led a successful walk for the recent Kington Walking Festival, with 18 people attending.

8.2 The PFOs will be attending a briefing by Balfour Beatty (BBLP) which will include an update on "Project 2026". 2026 is the last year when ancient and lost paths can be put forward for inclusion on the Definitive maps

8.3 BBLP had recently provided an updated leaflet about ditches and drainage and who is responsible for maintenance. Roger Marshall agreed to publicise this by sending a piece to the local magazines.

9. Report back from the Parish Plan Action Plan Working Party (PPAPWP)

Recent community events – rounders with BBQ, and community lunch – had been successful.

For other matters, see the minutes of the recent PPAPWP meeting on the parish council website.

10. Finance

Retrospective agreement for cheques paid since the last meeting:

Lengthsman: £122.50 on 16/8/19 and £288.75 on 11/9/19

Accounts for payment:

Clerk's salary: £295.67 gross, £59.20 payable to HMRC

(Payments to HMRC are due quarterly so the cheque to HMRC was for £118.40 to cover salary paid in July as well as October)

Expenses: postage, printing, heating for the hall etc: £32.74

Hire of hall for meeting: £16

All the above expenditure was agreed. (Proposed Patrick Wrixon, seconded Rosie Davidson)

There being no other business, the meeting was closed at 9.10 pm.