

## **Kinnersley & District Group Parish Council**

### **Minutes of a meeting held on 4<sup>th</sup> February 2020 at Norton Canon Village Hall**

*An Open Forum had been advertised to take place immediately before the meeting, but this was not taken up by any residents*

#### **Present**

Roger Bowen, Rosie Davidson (chairman), Janet Greenfield, Malcolm Lewis, Roger Marshall, Colin Thomas (Bert), Patrick Wrixon  
Clerk in attendance, Ruth Lovelace.

#### **Visitors**

Cllr Graham Jones, Mark Serjeant, Tom Jones

#### **1. Apologies**

Robert Humphreys, Reece Jones, Stephen Turner

#### **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.

#### **Order of items on the agenda**

It was agreed to take Agenda Item 8, co-option of new members, before Agenda Item 7, co-option policy.

#### **4. Matters arising from the last meeting**

Proposed Speed Indicator Device (SID) for Kinnersley. Kinnersley Parish Meeting had provided the sum of money needed for Balfour Beatty (BBLP) to carry out the initial assessment. Almeley parish council had agreed to share the SID with KDGPC, subject to their own assessment by BBLP which they are organising. They would pay a quarter of the purchase cost, and contribute to maintenance costs and the work of moving the SID regularly.

#### **5. Correspondence**

##### **5.1 Matters raised at the Open Forum on 3<sup>rd</sup> December**

- Concern about a partially-blocked drain on the A480, adjacent to Canon Drive, Norton Canon. This causes a large puddle after rain causing problems for pedestrians. This had been reported to BBLP.
- Concern about possibly criminal night-time activity in the private car park on the north side of the A480, just west of the Weobley turn. The owner had contacted police and is planning to install a barrier to close the car park at night time.
- Concern about vehicle speed on the 480 through Norton Canon. Rosie Davidson asked if a PC member for Norton Canon could find and work with volunteers from among NC residents to raise funds for a SID assessment (£490 + VAT) so that NC could have a share in the SID as well as Kinnersley and Almeley.

5.2 Managing verges for biodiversity. BBLP have offered the possibility of cutting certain verges just once a year, in August / September, and omitting the earlier cut in May / June. The parish council decided to request that all verges continue to be cut twice a year.

5.3 Contact from Ian Salmon representing Mainline Pipelines Ltd (MPL) to promote awareness of the pipeline (which crosses parts of Sarnesfield and Kinnersley parishes), so as to avoid any

inadvertent damage. As one of the landowners involved, Roger Marshall had been in contact with Ian Salmon, and Roger had produced some useful guidance which he circulated to members.

**ACTION:** The clerk to publicise this guidance on the KDGPC website

Ian Salmon had offered to come and speak at a parish council meeting, but it was felt that this is not necessary at this time. Those members whose land is affected feel that they already receive sufficient information from MPL

5.4 Notification of support from Herefordshire Council for some households affected by flooding in October / November 2019. (Possible grants of £500 and waiving of council tax for 3 months). The clerk had publicised this on the website, and also contacted individual households who were known to have been affected.

5.5 Andy Johnson, Trustee of the Jarvis Charities, had requested notification of any local events in Letton, where a proposed survey could be publicised. The survey will seek anyone's views as to what the Eleemosynary Charity in particular could do to help support people in 'need' in Letton, Staunton-on-Wye and Bredwardine.

5.6 Co-option of new members. Since the last meeting, the following people had contacted the clerk expressing an interest in being co-opted: Tom Jones of Broadfield Kinnersley, Mike Truelove of 2 Pennyfields Norton Canon, and Zara Vaughan of Letton Court.

## **6. KDGPC policy on members' absence**

It had been thought that KDGPC could formulate a policy, but on checking the Local Government Act 1972, the policy is laid down and cannot be changed. The policy is as follows (Section 85).

### **85 Vacation of office by failure to attend meetings.**

(1) Subject to subsections (2) and (3) below, if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority.

It was AGREED that where necessary, members should be reminded of this provision, so as to be warned in advance before any problems occur, and the clerk will do this.

## **7. Co-option of new member(s)**

Statements had been received from Mark Serjeant and Tom Jones and circulated to members.

It was put to the meeting that members may wish to ask questions of these two candidates.

It was proposed by Patrick Wrixon that, having read the candidates' statements, there was no need for further questions and that the meeting could proceed to co-option. This was seconded by Janet Greenfield and agreed by the meeting.

Tom Jones was co-opted as a member for Sarnesfield (proposed Patrick Wrixon, seconded Bert Thomas)

Mark Serjeant was co-opted as a member for Norton Canon (proposed Janet Greenfield, seconded Patrick Wrixon)

The new members were welcomed and signed Acceptance of Office forms.

## **8. Consider draft KDGPC policy for co-option of members to fill vacancies, as circulated on 22<sup>nd</sup> January**

Roger Marshall raised a few points where he felt amendments are needed including the following.

- The wording on page 1 is unclear in places
- A query as to whether some aspects of the questions on the form might appear to "set the bar too high" and be off-putting for some people who might nevertheless make good parish council members.

Stephen Turner had offered to work on amending the policy and members were asked to send amendments to him.

### **9. A suggestion that members should not use their personal email addresses for parish council business but should instead set up a separate email address**

After discussion, this proposal was dropped.

### **10. Planning matters**

New applications and decisions since the last meeting are listed at the end of these minutes.

### **11. Highways and footpaths**

Reece Jones had telephoned with the clerk with apologies, and had raised two issues.

- Excessive water is getting into his yard – it seems that pipe under the road needs clearing.
- Water has been bubbling up from a grating on the C1086, Waterloo Lane (Letton) next to the entrance to Walnut Tree House (formerly Dukeins Moor).

ACTION: the clerk will report these to BBLP

The BBLP Locality Steward provides a regular “drive round” the parishes with the lengthsman co-ordinator (Roger Marshall), and this should be happening in the next month or so. RM will be able to highlight some of the highways issues that have come before KDGPC.

RM is expecting the lengthsman scheme official paperwork for the next financial year (April onwards) shortly. There is talk of some new funding for drainage work on minor roads so this might be beneficial for KDGPC. Once the paperwork is received, RM is responsible for submitting a maintenance plan which details the work to be done.

### **12. Change the signatories on the parish council bank account**

It was agreed that Rosie Davidson will be added as a signatory, and Don Evans removed as he is no longer a parish council member (proposed Patrick Wrixon, seconded Janet Greenfield)

### **13. Finance**

Retrospective agreement for cheques paid since the last meeting:

Lengthsman: £218.75 on 16/12/19, £223.13 on 1/1/20

Accounts for payment:

*The clerk is normally paid in six instalments, one per meeting, but as the next meeting will be in the next financial year, she is being paid the final two instalments for the 2019/20 tax year in February*

Clerk's salary: £591.22 gross, £118.40 payable to HMRC

Expenses: postage, printing, heating for the hall etc: £34.13

Web hosting for 2 years £168 (£140 +VAT)

Payment of £588 (£490 + VAT) to Balfour Beatty for assessment re. Speed Indicator Device

Hire of hall for meeting: £16

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

### **14 Items of parish interest**

Parish plan - Community lunches continue once a month at the Kinnersley Arms and about 45 adults and children attended the Christmas supper.

The Parish Plan working party would welcome a third parish councillor – anyone interested should contact Roger Marshall.

Another rounders/BBQ event is being planned for summer 2020

There being no other business, the meeting was closed at 9.15 pm.

Item 10 refers. New planning applications and decisions since the last meeting were as follows.

Deadline for comments	Application number	Details	Parish Council response	Decision
<p>Re. The Stables, 193752 2/12/19                      To reside in the existing accommodation in connection with an existing commercial equine business to be read with appeal APP/W1850/W/19/3222915.                      The current application is considered to be substantially the same as an application (P174089/F / APP/W1850/W/19/3222915) which has been dismissed on appeal by the Secretary of State within the last two years. The Local Planning Authority is therefore exercising its power under Section 70A of the Town and Country Planning Act (1990) (as amended) to decline to determine the subsequent application. The current application 193752/F is therefore deemed to be WITHDRAWN.</p>				
17/12/19	193912	New Dairy Barn, Norton Canon. Change of use of land from agriculture to residential to facilitate an extension of the garden associated with the residential planning unit, erection of a domestic outbuilding and regularisation of design changes to the approved scheme. Retrospective.	The Parish Council supports this application	
13/12/19	193953	Little Parton Farm Proposed agricultural muck storage building. (Retrospective)	The Parish Council supports this application	
4/11/19	193400	Midland Farm, Pig Street, a yurt and a shepherds hut. Retrospective change of use to holiday accommodation	Support The Parish Council supports the development of small rural enterprises including tourism. Whilst there is some potential impact to immediate neighbours, this is considered acceptable, although any further development of the site may be considered unsustainable.	