

Kinnersley & District Group Parish Council

**Parish Councillors are hereby summoned to attend the next meeting of
Kinnersley & District Group Parish Council to be held on
Tuesday 21st March 2023 from 7.30pm
at Norton Canon Village Hall**

Clerk's email address: clerk@kinnersleygrouppc.co.uk

Agenda:

1. Acceptance of Apologies for Absence and Note the Reason

2. To Record any Declarations of Interest and Consider any Requests for Dispensation

3. To Consider Approval of Minutes of the Extraordinary Parish Council meeting held on 15th February 2023

4. Open Discussion

- 4.1 To receive a written report on Jarvis Charity news from Andy Johnson
- 4.2 To receive brief verbal report from ward Cllr Graham Jones
- 4.3 To receive views of local residents on Parish matters

4. To note that election nomination papers for candidates at the forthcoming Parish election on the 4th of May 2023 should be submitted by hand no later than the deadline of the 4th of April 2023 at 4pm to one of the allocated drop off points.

5. To note Planning Applications determined by Herefordshire Council and comments to be made by Kinnersley and District Group Parish Council:

Application number and info	HCC Status	K&DGPC Comment to be submitted to HCC
Planning Consultation 230381, Rose Cottage, Kinnersley, Hereford, Herefordshire HR3 6PD. Proposed two storey extension to the existing cottage.	VALID	
P230517/PA7, Hallaston Sarnesfield Hereford Herefordshire HR4 8RF. Application for prior notification for replacement grain drying facility.	VALID	
P230445/F - Planning Permission, Sarnesfield, Castle Ward, The Batch Sarnesfield Hereford Herefordshire HR4 8RH, The Batch Sarnesfield Hereford Herefordshire HR4 8RH, Agricultural manure storage building.	VALID	
Planning Consultation - 230562 - Yew Tree Farm, Kittys Lane, Norton Canon, Hereford, Herefordshire HR4 7BW. Proposed replacement of existing timber framed windows with new timber framed windows to match existing.	VALID	

5.1. To consider application P220873/F submitted on the 31/03/2022 as the PC being in support by the previous Clerk

6. Receive an update on working groups and consider action

6.1 SID's at Letton – To note that the Memorandum of Understanding is to be signed by Chairman as RESOLVED to be adopted at the 15th of February 2023 Council meeting

6.2 To note any Letton Flood Hub updates

7. Footpaths and Highway

7.1 To consider any footpath or highway issues for reporting:

7.1.1 To note and consider action that the safety barriers at Hurstley/Letton (works number 11133386) have been signed off as complete by BBLP when the work has not been completed.

8. Finance

8.1 To note current bank balance of £13,348.28 as at 21/02/2023.

8.2 To Consider and Agree Payments of Outstanding Accounts:

8.2.1 Clerks February 2023 and March 2023 Salary £911.22

8.2.2 Clerks February to March 2023 expenses - £143.56 (previously circulated)

8.2.3 Annual HALC and NALC 2023 membership £603.11

8.2.4 HALC CiLCA training fees invoice for January 2023 and March 2023 training £440

8.2.5 Lengthsman February 2023 invoice £196.88

8.2.6 Autela fees for December 2022 payroll and HRMC PAYE submissions from October 2021 to December 2022 £112.80

8.2.7 PKF Little John invoice fees £48

8.2.8 SLCC membership fee £120

8.2.9 SLCC fee for a copy of the 12th (latest) version of the Arnold Baker Local Council Administration manual £141.80

8.2.10 Reimbursement to councillor for payment made to Namesco for upgrade to email package to increase data storage £211.07

8.2.11 Reimbursement to councillor for payment made to Namesco for renewal of domain name for 2 years £38.39

8.2.12 Reimbursement to councillor for payment made to Namesco for reinstatement of email £36

8.4.13 Norton Village Hall Hire for 21st March 2023 Council meeting £16

8.3 To consider and agree to online banking with Lloyds bank with the following requirements: 2 authorised signatories for all payments and for the 4 currently named Councillor signatories on the mandate to all be added as authorised signatories and for the Clerk to be added as an administrator to make payment requests only.

9. To consider next steps for the Neighbourhood Development Plan To note an update from the Clerk on the next steps for the Neighbourhood Development Plan (NDP) for Kinnersley and District Group Parish Council.

11. To note items for the next agenda (no discussion)

12. To consider and agree that the next Council meeting on the 16th of May 2023 will be the Annual Meeting of the Parish Council and to consider and agree a date for the Annual Parish Meeting and confirm future meeting dates for 2023

Jennifer Wilkie - Clerk to Kinnersley and District Group Parish Council

Date: 15th March 2023