

Kinnersley & District Group Parish Council

**Minutes of a meeting of the Parish Council held on
Tuesday 11th July 2023 from 7.30pm
at Norton Canon Village Hall**

Present:

Councillors: James Bright (In Chair), Rosie Davidson, Patrick Wrixon, Bert Thomas, Roger Marshall, Reece Jones, Janet Greenfield.

In attendance were: Parish Clerk Jennifer Wilkie and Ward Councillor Robert Highfield, no members of the public were present.

1. Apologies of absence were received from Councillors Caius Hawkins, Malcolm Lewis, Tatum Bisley

2. To Record any Declarations of Interest and Consider any Requests for Dispensation – none were received

3. To consider and approve the Minutes of the Annual Parish Council meeting held on 11th May 2023 and the Parish Council meeting held on 22nd of January 2023 – It was RESOLVED to accept the minutes approved and these were signed by the acting Chair.

4. Open Discussion

4.1 To receive views of local residents on Parish matters – non received

4.2 To note any correspondence received on Parish matters – The Clerk noted that correspondence had been received by a contact at Herefordshire Wildlife Trust with regards to a broken stile at the Davies Meadow Nature Reserve site at Norton Canon. It was noted that as acting PFO for Norton Canon Cllr Wrixon would contact them and look for the best way forward to resolve the broken stile.

5. The following Planning Applications determined by Herefordshire Council with comments to be made by Kinnersley and District Group Parish Council were noted:

Application number and info	HCC Status	K&DGPC Comment to be submitted to HCC
P231650/XA2 Greenfields Norton Canon Herefordshire: Application for approval of details reserved by conditions 4, 5, 7 and 9 attached to planning permission 213174	VALID	N/A no comments are accepted at this stage.
P230889/F Land off Hurstley Lane Kinnersley Herefordshire HR3 6PD Proposed extension to existing storage barn to provide an agricultural stock housing building	Determination made Approved with Conditions	N/A for information only on outcome of HCC determination.
P231422/XA2 Land at Upper Kinley Farm Kinley Farm Letton Herefordshire HR3 6DP Application for approval of details	APPROVED	N/A no comments are accepted at this stage.

reserved by conditions 6 and 9 attached to planning permission 214034.		
--	--	--

6. Receive an update on working groups and consider action

6.1 SID's at Letton – Cllr Davidson requested the support of Ward Cllr Robert Highfield in moving the SIDs installation forward as this is still ongoing.

6.2 Letton Flood Hub – It was noted by Cllr Davidson that the flood working group has been suspended, however if the need for such a working group should be required in future this will be looked at again. There is a Letton residents “Whats App Group” for those affected by flooding and members of the public may contact Letton Cllrs for further information and the Letton Parish pages also have details on support and what to do in the event of floods.

7. Footpaths and Highway

7.1 To consider any footpath or highway issues for reporting –

7.1.1 See item 4.2 with regards to reporting of a broken stile at Davies Meadow Nature Reserve site at Norton Canon.

7.1.2 It was noted that Cllr Marshall will look to move forward with repair of the damaged bus shelter at Norton Canon via a claim to the PC insurance provider BHIB.

8. To consider and agree on the BBLP/HCC Lengthsman grant funding and contract for 2022/23 and for the contract to be signed by the Chair and Clerk – it was RESOLVED that Cllr Roger Marshall as the Lengthsmans administrator for the PC would work with the Clerk to submit the Lengthsmans HCC/BBLP grant funding document, including the contract by the submission deadline of the 18th of August. This submission will include the request for match funding as detailed in the contract.

9. Finance

9.1 The current bank balance of £15,807.33 as at 06/06/2023 and the June 2023 finance report – Appendix 1 were both noted.

9.2 It was RESOLVED to make the following payments of outstanding accounts:

9.2.1 Clerks July 2023 and August 2023 Salary

9.2.2 Clerks June to July 2023 expenses - £62.59 (previously circulated)

9.2.3 Lengthsman May and June 2023 invoices £504.12

9.2.4 Autela fees for April, May and June 2023 payroll £57.98

9.2.5 HALC training fees for CiLCA Training Lawful Pursuits £264

9.4.6 Norton Village Hall Hire for 11th July 2023 Council meeting £18

9.4.7 Internal audit fee for Mr Bob Taplin £30

10. To note items for the next agenda (no discussion at current meeting)

10.1 Co-option of Councillors to be considered

10.2 To consider Clerks probationary review and contract

10.3 Update on completion of HRMC PAYE submissions for 2020/21

SIGNED
(Chair)

DATE