

Kinnersley & District Group Parish Council

Minutes of a meeting of the Parish Council held on Tuesday 26th September 2023 from 7.30pm at Norton Canon Village Hall

Present:

Councillors: Caius Hawkins (In Chair), James Bright, Rosie Davidson, Patrick Wrixon, Bert Thomas, Roger Marshall, Reece Jones, Janet Greenfield, Tatum Bisley, Malcolm Lewis.

In attendance were: Parish Clerk Jennifer Wilkie and Ward Councillor Robert Highfield and two members of the public were also present.

1. Acceptance of Apologies for Absence and Note the Reason – there were none.

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

3. To adopt minutes of a meeting held on 11th of July 2023 - It was RESOLVED to adopt the minutes as a true record, and they were signed by the Chair.

4. Open Discussion

4.1 To receive views of local residents on Parish matters – two members of the public present noted their concerns on the current speed limit on the Letton/Staunton on Wye road being 50mph and would like to see this reduced with traffic calming measures. Cllr Davidson noted they had attended a traffic regulation order meeting with ADL Highways in August this year for this targeted area and that ADL are scheduled to complete a 7 day traffic monitoring procedure in September as part of the determination of whether the speed limit will be reduced to 40mph.

4.2 To note any correspondence received on Parish matters – Cllr Wrixon confirmed they had received a correspondence from a member of the public that referenced a potential planning application next to the school in Norton Canon for 10 houses to be built. It was noted the PC did previously comment on this application and it was requested that the Clerk look into what comments were submitted by the PC at the time.

4.3 Ward Cllr Robert Highfield gave a brief verbal report including:

4.3.1 Ward Cllr Highfield noted that 2.55 million pounds has been allocated to road improvements in Herefordshire including U and C sections and a section from Kinnersley and Almeley is scheduled to be repaired in November this year.

4.3.2 There is a new HCC strategy being implemented to improve funds to rural Herefordshire in the future and further information will follow.

4.3.3 A decision will be made at the October 2023 HCC meeting on the location of Hereford library including whether the Shire Hall is a suitable location.

4.3.4 Consideration of the Hereford bypass is back on the HCC agenda and will be reviewed at future HCC council meetings.

4.3.5 Ward Cllr Highfield noted that HCC Childrens Services provide an anonymous and out of hours Multi Agency Safeguarding Hub (MASH) contact service for anyone

with concerns for the welfare of a child and the contact details can be located on their website.

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
<p>232351 - The Stables, Weggs Pony Club, Ailey Lane, Kinnersley, Herefordshire, HR3 6NY. Change of use of a building into a holiday let.</p> <p>And P232326/F - The Stables, Weggs Pony Club, Ailey Lane, Kinnersley, Herefordshire, HR3 6NY. Replacement dwelling.</p>	VALID	<p>Kinnersley and District Group Parish council noted that due to a number of material considerations including drainage and design (materials used) that need further clarification from the submitted planning applications, that further information on both planning applications is required.</p> <p>Therefore K&DGPC RESOLVED to neither Support nor Object to the planning applications pending further clarification.</p>
<p>P232404/FH (Full Householder) and P232405/L (Listed Building Consent) - Winterfold, Ailey Lane, Kinnersley, Hereford, Herefordshire HR3 6NY. Proposed single storey glass link to connect dwelling with the converted byre. Proposed internal alterations including demolition of partition walls, new staircase and reconfiguration.</p>	VALID	<p>The PC resolved to support the application with note that the conditions are met with regards to control of light pollution.</p>
<p>P231650/XA2 - PP - Greenfields Norton Canon, Herefordshire, Application for approval of details reserved by conditions 4, 5, 7 and 9 attached to planning permission 213174</p>	Determination made	N/A – for reference only

6. To consider and agree to adopt the councils policy for “Dealing With Planning Application Between Parish Council Meetings” – The PC noted to review the policy again once amendments have been made to the policy to remove the requirement for a planning group to review planning applications listed in the policy. The amended policy will detail that PC comments to HCC on non contentious planning applications can be delegated to the Clerk in between PC meetings where the deadlines set are outside of the date of the next PC meeting, as long as all Cllrs are made aware of said planning applications and given the opportunity to comment to the Clerk.

7. To consider and agree on a Planning Group of 3-5 Cllrs – The PC noted that it would prefer to consider planning applications as a whole Council and not delegate a planning group to this task.

8. To consider and adopt the latest revised council Financial Regulations (Version dated 2019) – The PC RESOLVED to adopt the latest financial regulations and these were signed by the Chair.

9. To note update on the Lengthsman Scheme HCC/BBLP grant funding 23/24 – Cllr Marshall provided a verbal and written summary report update on the HCC/BBLP Lengthsman grant funding scheme for PCs for 2023/24. In summary HC/BBLP have confirmed a Lengthsman funding scheme offering £140 per KM of C and U roads per Parish and the scheme also offers match funding at £140 on a 1-1 basis for new works focussed on drainage. As the Lengthsmans administrator for K&DGPC Cllr Marshall applied for £2,576 of funding and also £1,680 of matched funding on behalf of K&DGPC and this was this was accepted and signed off by all relevant parties in September 2023. It was noted the Council gave thanks to Cllr Marshall for all of his hard work in securing this funding.

10. To consider and agree on moving the PCs bank account to Unity Trust banking or to remain with current bank provider – The Council noted it would like more information before reaching a decision on the best bank provider for the PC and requested the Clerk provide a summary research document to be reviewed at the next PC meeting.

11. Receive an update on working groups and consider action

11.1 SID's at Letton – Cllr Davidson confirmed they are still facing significant delays with moving this forward with HCC and requested Ward Cllr Highfields support to raise this with HCC for resolution.

12. Footpaths and Highway

12.1 To consider any footpath or highway issues for reporting:

12.1.1 To note update on the Traffic Regulation Order (TRO) meeting for Letton held on 24th of August 2023 with ADL Traffic and Highways. Please refer to item 4.1 Open Discussion where a summary of the meeting is listed.

12.1.2 Cllr Marshall is continuing to review and request the best quote options available for the bus shelter repair at Norton Canon.

13. Finance

13.1 The current bank balance of £13,871.21 as at 01/08/2023 and the August finance report - Appendix 1 were duly noted.

13.2 It was RESOLVED to make the following payments of outstanding accounts (with exception of item 13.2.6):

13.2.1 Clerks September and October 2023 Salary £911.22

13.2.2 Clerks August to September 2023 expenses - £87.41 (previously circulated)

13.2.3 ICO subscription for 2023/24 £40

13.2.4 SLCC CiLCA training registration fee £450

13.2.5 Lengthsman July and August 2023 invoice £240.50 August £231.25

13.2.6 Parish Online digital mapping subscription £38.40 – It was RESOLVED not to pay this invoice at present as the PC require more information on the service being provided and if this is required for the PC. It was noted that the Clerk will provide more information at the next PC meeting.

13.2.7 Norton Village Hall Hire for August and September 2023 Council meeting £36

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

14.1 Co-option of potential Councillor candidates to be considered by the Council

14.2 To note and consider Clerks probationary review and contract

SIGNED

DATE

(Chair