

# KINGSTONE AND THRUXTON GROUP PARISH COUNCIL

Parish Clerk: Lesley Hay

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## MINUTES

### Kingstone and Thrupton Group Annual Parish Council meeting held on Wednesday 26<sup>th</sup> May 2021 at 7.10p.m.

**PRESENT:** Cllr M. Walker (Chairman); Cllr D Lloyd; Cllr L Thorne; Cllr S Walker (Vice Chairman); Cllr A Vincent; Cllr N Knudsen; Cllr A Williamson and Cllr C Pugh.

PRESENT: Parish Clerk: Mrs L A Hay. Mr S Madison – Seven Sports Association. Five members of the public.

#### **Chairman welcomed those present to the May Annual Parish Council Meeting**

1. **Election of Chairman:** Cllr N Knudsen was proposed, seconded and unanimously elected as Chairman.

Cllr Knudsen accepted and duly signed the Declaration of Acceptance of Chairman form.

Cllr Knudsen then took over as Chair of the meeting.

Cllr Knudsen expressed a sincere vote of thanks to Cllr M Walker and Cllr S Walker for all their hard work and dedication during their two years in office as Chairman and Vice Chairman.

2. Cllr. C Pugh was proposed; seconded and unanimously elected as Vice Chairman.
3. **Apologies for Absence:** Ward Cllr Bolderson.
4. **To receive resignation of Parish Clerk.** Mrs L Hay formally resigned as Parish Clerk – giving three months' notice from 1<sup>st</sup> June 2021. It was agreed to advertise the vacant post in the village newsletter; on the website and on the Notice Board. The Clerk will draft an advert.
5. **Declarations of Interest:** All councillors confirmed there were no changes to their Declarations of Interest and Applications for Dispensation during the past two years.
  - 5.1 No Declarations of Interest and Applications for Dispensations for this meeting were received.
6. **Election of Council Representatives:**

- |     |                           |   |
|-----|---------------------------|---|
| 6.1 | Parish Hall Committee –   | Cllrs M and S Walker                    |
| 6.2 | Sports Association –      | Cllr A Williamson                       |
| 6.3 | William Hoskyns Charity – | Cllr M & S Walker                       |
| 6.4 | Consolidation Charities – | } Cllr D Lloyd<br>} Cllr M and S Walker |
| 6.5 | John Smith Charity –      |   |
| 6.6 | Footpaths Officer –       | Mr Paul Wright                          |
| 6.7 | Website Manager -         | Cllr M Walker                           |
| 6.8 | Amenities Officer -       | To be discussed further.                |
| 6.9 | Road Safety –             | Cllr Colin Pugh                         |

7. **Ward Councillor Report** – no report available.

8. **Update on Speeding issues** – following the site visit with Ian Connelly – Safer Roads Team – there was a general discussion outlining the findings regarding signage etc. It was agreed that the next step would be to liaise directly with Balfour Beatty – hopefully with Ray Wallace their Senior Engineer.

Cllrs Williamson; Knudsen and Pugh agreed to prepare a report and will bring back to the next meeting. For easier reference, it was suggested that they also prepare a map highlighting the various areas of concern to accompany the report.

9. **Update on Whitfield Estate - site visit**

There was a discussion following the site visit (please see detailed report attached to these minutes) and the only concerns associated with this project is the potential level of noise from the units. The Parish Council have no experience in this area and have no idea what noise might come from one unit let alone 41 units.

Ward Cllr Bolderson has promised to speak with Herefordshire Council and come back to the Parish Council with any technical data available.

Clerk asked to send a reminder email.

The clerk was asked to send a letter of thanks to Whitfield Estate for their invitation and for their very informative site visit – also to ask that they keep the Parish Council informed of future progress with the scheme.

10. **Public Open Session:**

**Correspondence:**

(10.1) Community Safety Partnership – Bike Track. There was a general discussion on this item – particularly on its location; maintenance; safety; general responsibility and supervision.

It was agreed to defer further discussion until Ward Cllr Bolderson and, as the police are promoting this scheme, the local PCSO can both be present at a meeting.

(10.2) Update on Allotments - the Clerk reported that she had received an email response from Derek Mumford – with apologies for not being able to attend or furnish the Parish Council with a report – however, he hoped to get out to Kingstone on the following Friday morning.

In the meantime, he went on to explain that he didn't think the society would be able to manage the Kingstone allotments due to the distance from Hereford and the small number of plots but he would be able to advise and help get the scheme up and running.

**With no further business** – the Chairman closed the open session.

**11. To Approve Minutes** of Meeting held on Wednesday 21<sup>st</sup> April 2021

It was agreed that these were a true record and it was proposed, seconded and unanimously agreed that these be adopted.

**12. Confirm acceptance of Parish Council Insurance Policy.** A copy had been circulated

This was discussed and proposed, seconded and unanimously agreed to accept the Zurich proposed policy. The Clerk to arrange payment.

**13. Finance Matters:**

13.1 It was unanimously agreed to pay the outstanding invoices – schedule of payments had been circulated.

13.2 It was confirmed to appoint Robert Taplin as Internal Auditor for 2021-22.

(a) It was agreed to the Internal Auditor's payment of £50.00

PAYABLE TO	FOR	GROSS AMOUNT
Lesley Hay	May 21 Salary	£310.00
HMRC	May 21 PAYE	£77.40
Expenses	May Expenses	£ 38.76
Zurich	Annual Insurance	£309.64

R Taplin	Auditor's payment	£50.00
Kingstone PCC	Annual churchyard payment	£300.00

<b>Bank statement as of:</b>		<b>not cleared</b>
Current	£23,983.17	£1,085.80
Savings Account	£3,703.61	

**TOTAL** £27,686.78

Balance b/f	£21,678.75	
Add Income	7,500.00	
<b>Total</b>	<b>£29,178.75</b>	

Less paid out to date	<b>£1,491.97</b>	
<b>TOTAL:</b>	<b>£27,686.78</b>	

14. The Standing Orders together with the Financial Regulations/Financial Risk Assessment and Safe Guarding Policy had not changed since last year – emailed copies had been circulated. These were discussed and adopted. All Councillors present agreed to abide by the revised Code of Conduct.

#### 15. Highways and Environmental Matters

15.1 Lengthsman update – nothing for June/July except for the already confirmed drainage work. The Clerk to send a copy of the 2021-2022 Balfour/Beatty/Herefordshire Council/Lengthsman Contract to the Chairman.

After discussion with regard to rubbish bins and dog bins – it was agreed that the positions of these bins, together with grit bins, should be included on the speeding/road safety map referred to in item 8. In the meantime, Steve Madison agreed to make the initial approach to Herefordshire Council as to their obligation in providing and emptying bins – especially on the new Lagan development where, currently, there are no bins provided.

15.2 D Addis quote of £350 for mowing the two triangles was accepted for this financial year. However, when the Clerk confirms this with Mr Addis she will ask that the grass cuttings are removed after cutting.

16. **Planning** – Planning reconstruction application 210545 – Church Nook, Kingstone. An amended Planning Application had been received – after discussion on the amended plan - it was agreed there was now no objection. Clerk to submit a 'no objection' on the planning website.

## 17. Seven Sports Association –

Planning: Car Park planning application

- i. The submitted application submitted by SM has been put on hold as it may be combined with an application for a Combined 2.5 metre path linking the Lagan Homes site to C1221 after we received in writing confirmation of 106 funds. A submission has been sent to the Charity Commission requested approval of the proposed plan.
- ii. The changes will be funded by HC and include improvement to the existing drainage at the entrance to the field and drop kerbs on both sides of C1221 allowing easy access for people who may need it. SM will contact HC asking if the plans can include road colouring or something else to encourage drivers to slow down.
- iii. Once the changes have been made to the submitted planning application and approval is received from the Charity Commission the planning application will be forwarded for approval so that work can begin.
- iv. The Sports Association is looking at what needs to be improved as we have only been able to complete the required work where Health and Safety and fire risks have been identified due to the low numbers of committee members, COVID implications and funds. The vandalism was discussed, and no solution was identified except for getting support from the Police Community Support Officer.  
The public right of way was discussed.

The parish council was informed that it was possible that an order may be submitted to change the existing path to the proposed path running through the Lagan Homes site and joining the combined path being sought across the playing field.

It was then identified that SM was informed a member of HC meet with a knowledgeable person with links to other agencies regarding the public right of way where it was identified that part of the route officially on the farms field which is currently inaccessible. SM was informed by HC that this may or may not be brought up at a later date by HC, Ramblers Association, etc.

Dates passed onto the Parish Council

- i. 31<sup>st</sup> July 2021, Fun day on Seven Site but the date and timings will be confirmed and advertised when things are confirmed.
- ii. 12<sup>th</sup> June 2021 – Field Maintenance Day

iii. 20th June 2021 - date of the KSA AGM

18. Item for Next Agenda:

Cllr C Pugh again referred to the ditch at the back of the Sports field which has been discussed on many occasions during the past few months.

Previous minute:

*Herefordshire Council have already assessed the area and are taking full responsibility for upgrade work to be carried out from Whitehouse Drive through to the Playing Field entrance.*

*These works have been approved and given the Job Number MA 1700029 which is, at present, fairly near the top of the list so work should commence during the next couple of months.*

The Clerk to remind the Ward Councillor that she has promised to make enquiries as to where this job is on the waiting list and exactly what is the scale and scope of the 'upgrade work'.

**Date of next full council meeting:** Wednesday 14<sup>th</sup> July 2021 – 7.00p.m.  
(Apologies from Cllr. A. Vincent)

Chairman closed the meeting at 8.45 p.m.

Signed:



Date:

The following is a brief summary of the meeting with Whitfield Estate today.

Colin, Nick and myself were joined by Christy. The Estate was represented by Bryn Hill and Roger and Gareth Lucken.

I have restricted the report to information that we were provided with at the meeting and in response to questions that we raised. I have not given any opinion in terms of that information but we will be able to discuss the matters raised at the next Parish Council meeting.

The Estate had called the meeting in order to advise the PC that they had identified an opportunity to diversify into Hydroponic farming. (For those of you like me who had no idea what this was until a few hours ago, it is defined by Wikipedia as '**a type of horticulture and a subset of hydroculture which involves growing plants without soil, by using mineral nutrient solutions in an aqueous solvent**').

Basically, growing plants in water in a controlled environment.

Messrs Lucken are the prime movers behind this development and have previous experience in this area of business.

The Estate wanted to be open and transparent with the PC about the proposals so that there was no confusion within the village and they hoped that the village would really 'buy into' the development.

The site that they had identified for this venture is the yard across the B4348 from Hanley Court.

The produce is grown in 'units' which are shipping containers.

It is intended to grow leaf crops, such as lettuce, for the wholesale market.

At the Estate office we were shown a 'unit' that was being planted up so that we could understand the concept more clearly.

We then moved to Hanley Court where it was explained that the three barns would be reconstituted and reclad and that the 'units' would be installed in the barns. When all three are operational they will contain 41 'units'. This is apparently equivalent to 120 acres of traditional field grown crops.

The 'units' will therefore not be visible from outside the yard.

The perimeter fence will be replaced and improved and a new gate to the yard will also be installed.

The land surrounding the buildings will also be landscaped.

Overall, it is intended that the site will appear much more attractive from the outside than at present.

Any lighting will be concealed.

Any noise from the 'units' should be minimal and will be contained within the barns. The equipment does not run non-stop, only when required. Given that this is particularly hard claim to judge until all of the units are in action, Christy has taken this point away to try and obtain some specialist advice,

Work is already being undertaken to tidy up the site and any flooding issues should be taken care of by the clearance of drainage ditches around the site.

To further help that issue, recycled rainwater will be used in the operation of the site. Any waste nutrients will be available to spread on fields.

A normal working week on site would be from Monday to Saturday lunchtime although late shifts may be required on occasion.

Once the site is fully operational it is expected that 15 jobs will be created. It is hoped that local people will apply for these jobs.

The site should be sufficient to accommodate the vehicles of all staff .

Further additional traffic created by the site should be limited to approximately 3 'box' vans per week.

It is likely that security will need to be employed on site to deter intruders.

The tenants at Hanley Court and the operation of the farm will not be affected by this development. They will still be able to use the sheds adjoining the site for the same purposes as at present.

Because this is effectively not a change in usage, planning permission is not required but contact has been maintained with the Council to ensure that all proposals are acceptable.

It is intended that the site will 'go live' in September although the project is a little behind schedule. It will be a gradual growth to 41 'units'

Andy Williamson 19 May 2021