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## KINGSTONE & THRUXTON GROUP PARISH COUNCIL

Minutes of a meeting held on Wednesday 6<sup>th</sup> April 2022

At 19.00 in Kingstone Village Hall

### Present:

Cllr Nick Knudsen (Chair), Cllr Colin Knight, Cllr Denise Lloyd, Cllr Francis Milsom, Cllr Lynne Thorne and Cllr Colin Warrillow

### In attendance:

Lisa Lewis (Parish Clerk), Steve Madison (Sports Association) PFO Paul Neate (Parish Footpath Officer) and four members of the public.

Agenda Ref	Minutes
1.	<b>Apologies for absence</b> were noted from Ward Cllr Christy Bolderson, Cllr Colin Pugh (Vice-Chair) and Cllr John Watkins
2.	<b>To receive declarations of interest &amp; written requests for dispensation</b> None Recorded
3.	<b>Approval of minutes and sign</b> , from Ordinary Parish Council Meeting held Wednesday 2 <sup>nd</sup> March 2022. It was RESOLVED to adopt the minutes as a true record, and they were signed by the chair.
4.	<p><b>Members of the Public</b> – The following items were discussed:-</p> <ul style="list-style-type: none"> <li>• Church Road, from Bullring through to the junction, it was noted that there are a large number of potholes on this section of road.</li> <li>• Signage – it was noted that a large majority of signs are damaged or in a state of disrepair.</li> <li>• Road Calming measures and the amendment of Section 6 of the NDP.</li> <li>• Traffic and reduction of speed limits with concerns for pedestrians.</li> </ul>
4.1	<p><b>Clerk's Report and Correspondence</b></p> <ul style="list-style-type: none"> <li>• <b>Horsepond</b> – following the last meeting I have contacted the Whitfield Estate who have confirmed the following:-  <i>As previously advised, it is under a spray control programme. The best time to spray knotweed is after flowing has finished, so when the plant goes into its dormancy stage in late summer/early autumn. The plant then takes the active chemical in the spray down into the root system. Bearing this in mind, it is one treatment only each year around September/October time. It can typically take between three to five years of spraying before the knotweed is under control.</i>            I have informed the residents who were asking about it.            28.03.22 – Following a telephone conversation with the resident, they advise that a survey has now been carried out on the horsepond and it is probably not an ice-age pool due to it being spring fed, however they are working closely with Herefordshire Wildlife Trust to gain advice on looking after the pond. No work will be carried out over the summer months, however they will be looking for volunteers in the Autumn.</li> <li>• <b>John Smith Charity</b> – Ron Carter, the clerk has been notified of the additional PC Trustees being Cllr Colin Warrillow and Cllr Denise Lloyd – Ron will contact the councillors directly.</li> <li>• <b>Footpaths</b> – The Holly hedge obstructing the gate on the KS2 has been kindly cut by the very efficient PFO, Paul Neate.</li> <li>• <b>Jubilee Park</b></li> </ul>

<ul style="list-style-type: none"> <li>• <b>Defibrillator</b></li> </ul>	<p>I have received an email from a resident regarding their views on the park and suggesting a wild flower area may be more appropriate. She has sought advice from Herefordshire Meadows who would be willing to provide advice. She also wishes to pass on her thanks to all parish councillors for their hard work.</p> <p>Please note that upon inspection of the Defibrillator, it has been identified that the box has been damaged. Clerk is in the process of establishing if the door can be replaced. Spare Defib pads to be ordered.</p> <ul style="list-style-type: none"> <li>• It was noted that correspondence had been received from the village hall committee to advise that unfortunately, rates will be increased by £1.00 per hour.</li> <li>• The clerk had also received a request from a member of the public for information on becoming a councillor. The clerk confirmed that an application form has been sent.</li> </ul>
5.	<b>Chairman's Announcements</b> Nothing to note.
6. 6.1	<b>Appointment of Members to Committees</b> It was noted that members are needed to represent the Parish Council on the Sports Field Association and it was agreed that Cllr Colin Knight has taken over this role.
7.	<b>Police Report</b> No police were present.
8. 8.1	<b>Ward Councillor's Report</b> Ward Cllr Bolderson had sent her apologies. Written report to be circulated by the clerk once received.
9.	<b>Bike Track Business Case</b> No update received. It was noted that the chairman had visited the Head of Kingstone High School, who confirmed that they have a school council in place. It was suggested that the school council could become a youth parish council to take responsibility for the Bike Track and also encourage Duke of Edinburgh involvement.
10.  10.1 10.1.1       10.1.2	<b>Jubilee Park</b> It was noted that no tenders have been received as yet. The clerk confirmed that one of the contractors had sent apologies for the delay due to him having had covid. The clerk will confirm that a quote is still required. The chair noted that any monies allocated from the 106 funds will be available for 10 years. <b>Queen's Jubilee Celebration 2<sup>nd</sup> - 5<sup>th</sup> June 2022</b> The chair confirmed that a leaflet has been drafted ready for printing and confirmed the list of events. <ul style="list-style-type: none"> <li>• Picnic - He advised that the total estimated cost to hold the event would be in the region of £500. He has purchased bunting for the event which is being sewn by the quilting club (invoices to follow).</li> <li>• Hire of Loos will be £192.00 and there was a unanimous vote to proceed with hiring. Clerk to action when details received from the chairman.</li> <li>• A request to borrow tables from the village hall for the event was noted. The clerk advised that event insurance will be required especially with displays taking place, it was agreed that the clerk will obtain a quotation for consideration at the May meeting.</li> <li>• The chairman confirmed that there is to be a Jubilee meeting every two weeks and that notes will be circulated. Cllr John Watkins has confirmed a display of Farm Equipment.</li> <li>• Volunteers will be required for leaflet drops through the village. It was suggested that two distributions take place, one imminently to promote the event and one in May to confirm further details.</li> </ul> 10.1.2 Leaflets – the cost of producing 500 leaflets at £27.99 was considered and it was RESOLVED by a unanimous vote to proceed with ordering, clerk to action.

<p><b>11.</b></p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>	<p><b>Village Hall Report</b></p> <p>It was reported that there are lots of bookings for the use of the hall. Unfortunately the Ladies Gym in Kingstone has had to close, however this has created another regular booking for the hall.</p> <p>The AGM took place on the 24<sup>th</sup> March 2022 at 7:30pm. All officers have remained the same and there was one member of the public present.</p> <p>Cllr Milsom requested that the first aid box be checked and restocked with up to date items. He advised that Malcolm Walker, Chairman had been notified and Cllr Lynne Thorne confirmed she will follow up.</p> <p>It was noted that quotes for work to be carried out on the hall have been received but are not on a like for like basis therefore comparisons are being made. It was noted that a letter was received from John Lagan some time ago that confirmed if the development of houses was increased to 181 then a substantial donation would be made to the village hall.</p>
<p><b>12.</b></p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p><b>Defibrillator Training</b></p> <p>Cllr Thorne confirmed that she had numbers for training and will email Cllr Knight with details, Cllr Knight will proceed to arrange a date for training.</p>
<p><b>13.</b></p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>	<p><b>Kingstone Sports Association</b></p> <p>It was noted that there had been a complaint made about the equipment in the park, the resident had been invited to attend the recent maintenance day.</p> <p>There has been further vandalism of the large play equipment, if vandalism persists the equipment will be removed.</p> <p>106 monies, quotes for replacement equipment have been submitted, however Steve has been informed that the process and policies have changed and there is now a different department dealing with allocation of monies. There is no guidance available. This has been requested and a response should be received in 10 working days. If nothing is forthcoming, the committee will discuss submitting a FOI request for Herefordshire Council.</p> <p>Planning application for footpath/Cycle path, the association understand that a quotation for the work has been received from Lagan by Herefordshire Council, however this was too expensive so they will be looking for tenders.</p> <p>Children's Play Area - It was noted that there are a lot of nettles growing around the slide, Steve confirmed he will organise the clearing of this area.</p> <p>CCTV is now installed.</p>
<p><b>14.</b></p> <p><b>14.1</b></p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul> <p><b>14.2</b></p> <p><b>14.3</b></p> <p><b>14.3.1</b></p> <p><b>14.3.2</b></p>	<p><b>Financial Reports</b></p> <p>It was RESOLVED to pay the following invoices;</p> <p>Clerk's March Salary inc. National Pay Increase for pay scale backdated to 01/09/21 &amp; PAYE in accordance with contract</p> <p>Lisa Lewis, clerk's expenses Stamps £16.50 (25 x 0.66p)</p> <p>SLCC, Clerk's Training, £108 (£18.00 VAT)</p> <p>Terry Griffiths Contracts, PROW Account £204 (in. £34 VAT)</p> <p>Terry Griffiths Contracts, Road Routine Maintenance, £470.40 (inc. £78.40 VAT)</p> <p>It was RESOLVED by a unanimous vote for the clerk to enrol on the in the LCA (Introduction to Local Council Administration) at a cost of £110 + VAT</p> <p><b>Banking</b></p> <p>The bank balances were noted against the financial reconciliation for March 2022 and were deemed accurate. Bank statements signed by chair.</p> <p>Change of bank to Unity Trust Bank was considered and it was RESOLVED by a unanimous vote for the clerk to proceed with the change of bank. Relevant papers to be signed.</p>

<p><b>15.</b> <b>15.1</b></p> <p><b>15.2</b></p> <ul style="list-style-type: none"> <li>•</li> </ul> <p><b>15.3</b></p> <p><b>15.4</b></p> <p><b>15.5</b></p> <p><b>15.6</b></p>	<p><b>Highways and Environmental Matters</b></p> <p><b>Lengthsman's Report</b> The lengthsman was not present to provide a report. As per the last meeting, it was noted that drains by the Lagan site have been filled with silt and sand from the site and suggested they be approached to assist with the clearing of the drains here. Clerk to notify the Locality Steward.</p> <p>There was a request for monthly local updates from BBLP – clerk to request. It was noted that the road signs by the Bull Ring have not been replaced – these are non-reflective, therefore not legal. Clerk to follow up with BBLP.</p> <p>B4348 – Storm Drain opposite pub near grit bin, remains blocked. Clerk to report. Clerk to arrange for a meeting with the Locality Steward and lengthsman lead.</p> <p><b>Lengthsman Plan</b></p> <p>Awaiting costs from lengthsman for 2022/23. Clerk to follow up.</p> <p>KS5 – gates, clerk to clarify the path requiring gates.</p> <p>KS3/KS1 – no update.</p> <p>Dog Bins – Costs were provided for 3 dog bins, together with replacement bags and annual emptying fees at £1,348. It was noted that the PFO has put up signs requesting mess and bags are taken away and the fouling appears to have reduced. Costs were considered and it was agreed that proper signs installed as an alternative to dog bins should be the way forward. Clerk to obtains costs for the next meeting.</p> <p><b>Stopping Up Order – Octavia Place</b> – Not discussed.</p>
<p><b>16.</b></p>	<p><b>Footpaths</b></p> <p>Paul Neate (PFO) provided an update on the footpaths:-</p> <p>TX1 – request from member of the public for gates to be installed. Clerk to contact Whitfield Estate to request.</p> <p>TX8 – Stiles have been cleaned and request for one of the stiles to be repaired has been submitted.</p> <p>Church – Holly hedge obstructing the kissing gate has been cleared by Paul. He has identified 5 Footpath Signs and posts and 2 signs for existing posts are required.</p> <p>Coldstone Common – He had identified fly tipping near the sewerage works which he had reported, mostly gone apart from one black bag. Clerk confirmed other fly tipping in this area has been reported. However, if the road is not public it will need to be the owners responsibility to remove.</p> <p>KS26 – a fallen tree now blocking the path. He also reports motorbike tracks along the path.</p>
<p><b>17.</b> <b>17.1</b></p> <p><b>17.2</b></p>	<p><b>Planning</b></p> <p>Appointment of a member as a planning lead was considered and it was RESOLVED that this is not required due to the small number of planning applications received in the parishes.</p> <p>To consider the following planning applications submitted to Hereford Council:- No applications received.</p>
<p><b>18.</b> <b>18.1</b> <b>18.2</b></p>	<p><b>Drainage</b></p> <p>No updates, Cllr Pugh has been corresponding with Herefordshire Council.</p> <p>Drainage Grant – the clerk confirmed that this has been submitted.</p>
<p><b>19.</b></p>	<p><b>Allotments</b></p> <p>No update, other than a Birketts solicitors had been appointed. A meeting is to be arranged.</p>
<p><b>20.</b> <b>20.1</b></p>	<p><b>Road Calming and Speed Watch</b></p> <p>Speed watch – Cllr Milsom is stepping down from this role, the chair proposed Cllr Knight and Cllr Warrilow to take the lead – they will consider this. Item to remain on the agenda.</p>

<p><b>21.</b></p> <ul style="list-style-type: none"> <li>• Facebook – it was RESOLVED that the councils own page is not required. Clerk to contact admin of Kingstone Notice Board to see if details can be included on that page.</li> <li>• The date of the Annual Parish Meeting was AGREED as Wednesday 4<sup>th</sup> May at 6:30pm.</li> </ul> <p><b>21.2</b></p>	<p><b>Communications</b></p> <p>Notice Boards – Costs to purchase a new noticeboard for installation on the wall at the shop were considered and it was RESOLVED to order the external wall mounted board with name banner at a cost of £602. Clerk to action.</p>
<p><b>22.</b></p>	<p><b>Items for next agenda</b></p> <p>Defibrillator box repair / replacement                  Website                  Invite Wild Meadows representative for Jubilee Park</p>
<p><b>23.</b></p>	<p><b>Date of next parish meeting is Wednesday 4<sup>th</sup> May 2022</b></p>
<p><b>24.</b></p>	<p><b>Meeting closed at 9:20pm.</b></p>

SIGNED.....

DATED.....

DRAFT

## **Ward Councillors Report – April 2022**

### **Digital Household Grant**

The [Digital Household Grant](#) is being made available to the 2,324 premises in South Herefordshire descoped by Gigaclear and has a broadband connection of less than 30Mbps. The grant will cover the installation cost of a 4G LTE internet connection using external directional antennas. A low earth orbit satellite solution will be explored with the resident for properties where a 4G signal is not available.

### **New arrangements for the management of Public Rights of Way (PROW) and Traffic Regulation Orders (TROs)**

From Friday 1 April, the management of Public Rights of Way (PROW) and Traffic Regulation Orders (TROs) have moved from BBLP to Herefordshire Council, who will work in partnership with Hoople to deliver these services. There are no changes to the way that PROW defects are reported, which is still through [the council website](#) and the service can be contacted by email at [PROW@herefordshire.gov.uk](mailto:PROW@herefordshire.gov.uk). TRO requests should continue to be made through [the council website](#) and the Traffic Management team can be contacted by email at [TM@herefordshire.gov.uk](mailto:TM@herefordshire.gov.uk).

### **Household Recycling Centres move to summer opening hours**

Household Waste and Recycling Centres in Herefordshire will operate summer opening hours from 1 April. The new opening times at Hereford will be 8am to 6pm, 7 days a week. To ensure safety and efficiency, residents are still required to book slots and only those who have booked a slot will be allowed entry. Residents can book up to four slots every two weeks. To book online and for more information, visit [Herefordshire.gov.uk/recycling](https://www.herefordshire.gov.uk/recycling). For those unable to book online, contact the Herefordshire Council customer services team on 01432 260051.

### **Herefordshire Council Delivery Plan 22/23**

Two years ago, the council set out its vision for Herefordshire in the County Plan 2020-24. How the council is progressing towards meeting these ambitions and its priorities for the coming year are outlined in a new [Delivery Plan 2022/23](#), which has been agreed by Cabinet.

### **Herefordshire Hoard**

The council have launched a very exciting campaign to bring the 1100-year-old Anglo-Saxon and Viking [Herefordshire Hoard](#) back to the county. The Herefordshire Museum Service Support Group (HMSSG) is aiming to raise the £776,250 purchase price mainly through professional bodies and also from contributions from the public.

### **Panel members for Schools' Independent Appeal Panels (Voluntary role)**

Herefordshire Council are looking for volunteers who either have experience in education (particularly if you have recent past experience as a head teacher or are a school governor) or are lay people with no educational background and who would like to serve on the Herefordshire schools' independent appeals panels. It is an unpaid role but expenses will be reimbursed. Appeals take place during the working day, mostly during the school term times, and you are free to accept or refuse any panel dates offered to you. Initial and refresher training will be provided. You can find out more about the role on the [Hoople website](#).

### **Vouchers launched to save on baby costs**

Herefordshire Council have launched an incentive scheme to encourage parents/guardians to replace single-use nappies in favour of reusable varieties. Parents/guardians can apply for a limited number of £200 vouchers to use at selected suppliers to purchase nappies, liners and nappy buckets. All Herefordshire parents/guardians with a child aged 18 months or younger living with them are eligible for the voucher scheme. See: [Vouchers launched to save on baby costs](#)

### **Council Tax**

Council tax and Business Rates information has been issued to all qualifying premises over the last month. Your Council Tax Explained is available to [download](#) and other useful information available includes [What your council tax pays for](#), [How your council tax bill is calculated](#) and [Guide to the council budget](#).

### Support for Ukraine

Russia's invasion of Ukraine is distressing and concerning and it's a deeply saddening time to see the devastating impact of war on families and communities. Herefordshire Council has collated resources together on the Talk Community Directory, to help Ukrainians, along with different ways that we can support each other. There's information on how you can donate to get urgent supplies to people fleeing Ukraine, and how to support children and young people who may have questions about the war or are seeking reassurance. The Ukraine support information can be found at [www.talkcommunitydirectory.org/ukraine](http://www.talkcommunitydirectory.org/ukraine)

### Latest Consultations and Resident Feedback

- [Local Plan - Policy options consultation](#) - The Local Plan 2021- 2041 will set out the planning framework for the county and will cover issues such as housing provision, the economy, retail and town centres, infrastructure provision and the environment. It will also set out policies by which planning applications will be determined, in addition to allocation land for housing, employment and other uses. We have now reached the stage where consideration needs to be given to any policies that are to be included in the Local Plan. The responses received during this consultation, together with a number of evidence base studies, will help form the draft Local Plan. The consultation runs from 4 April 2022 until 16 May 2022.
- [Signs of Safety Survey](#) - Survey to gather feedback about how well Herefordshire Council are working with children and young people and their families in the county. Consultation runs 4 April to 29 April 2022
- [Proposed increase to taxi licence fees 2022-23 consultation](#) - In accordance with Section 70 of the Local Government (Miscellaneous Provisions) Act 1976, Herefordshire Council are consulting regarding increasing the fees paid for applications associated with taxi and private hire vehicle, driver and operator licences. Comments must be received before 22 April 2022
- [Draft Environmental Building Standards Supplementary Planning Document consultation](#) - The document does not introduce new policy but is designed to provide supplementary guidance on the [adopted Herefordshire Local Plan - Core Strategy](#) environmental quality policies. It will be a material consideration in the determination of planning applications. Consultation ends 13 April 2022
- [Moving traffic offences consultation](#) – have your say on the introduction of enforcement by camera for moving traffic offences. Your feedback and comments on the exact locations where cameras may be deployed by Herefordshire Council can be submitted before 15 April 2022

### Covid-19 update as of 1 April 2022

Case rates have increased from my last report with the seven day rolling rate of new cases by specimen date ending on 1 April 2022 being 819.5 cases per 100k people compared with cases in England at 716.5 per 100k population. For more information on Coronavirus see [Herefordshire Council website](#) and local data [Understanding Herefordshire Covid-19 summary website](#)

### Neighbourhood Matters from West Mercia Police

Neighbourhood Matters enables residents, businesses and community groups to keep in touch with our local West Mercia Police teams and learn more about what they are doing in your community. It's free to sign up and is a great way to know what's happening in your area and what is being done about it. You can choose to receive updates on crimes and latest information on on-going incidents. You can also hear about positive police action, good news stories and be able to play an active part in helping with public appeals. To find out more and sign up, visit the [Neighbourhood Matters website](#).

### Highway or Footpath Defects

Rather than contacting the Locality Steward directly, please can I encourage you to report any defects and potholes by phone 01432 261800 or by logging onto the Herefordshire Council website <https://www.herefordshire.gov.uk/info/200196/roads>.