

KINGSTONE AND THRUXTON GROUP PARISH COUNCIL

Website www.kingstoneandthruxtongpc.org

MINUTES

**Kingstone and Thrupton Group Parish Council
meeting held on Wednesday 1st September 2021 at 7.00p.m.
held in the Kingstone Village Hall**

Clerk's email address: clerk.ktgpc@hotmail.com

PRESENT: Cllr Brigadier N Knudsen (Chairman), Cllr C Pugh (Vice Chairman), Cllr D Lloyd, Cllr L Thorne, Cllr S Walker, Cllr A. Vincent, Cllr T Broomfield, Cllr A Williamson (Acting Parish Clerk for this meeting only).

Also Present: Ms L Lewis (appointment as permanent Parish Clerk to be ratified at the final item of the meeting) , Mr. S Madison (Kingstone Sports Association), Ward Cllr Ms C Bolderson, Mr. F Milsom (potential new co-opted Councillor), PCSOs Marsh and Warne and 1 member of the public from Thrupton.

The Chairman welcomed those present to the September meeting.

Introduction of new Parish Clerk

The Chairman introduced Ms Lisa Lewis to the meeting. After a formal interview process, she has agreed to accept the role of Parish Clerk and, all being well, would be confirmed in post at the end of the meeting.

1. Acceptance of apologies for absence

Cllr M Walker and Cllr J Watkins had forwarded their apologies at not being able to attend.

2. Declarations of interests, Disclosable Pecuniary, Non-Disclosable Pecuniary and Non-Pecuniary interests

No declarations of interest were declared.

3. Minutes of the meeting held on 14th July 2021

The minutes of the previous meeting were considered to be a true record and it was unanimously agreed that they be adopted and signed by the Chairman.

Co-option

The Chairman reminded Councillors that there were still Parish Councillor vacancies and these vacancies can be filled by co-option. The Chairman was delighted to introduce Mr. Francis Milsom who had recently put his name forward with a view to becoming a Councillor.

Mr Milsom provided the meeting with a brief resume of his time in the village and his working life and it was unanimously agreed to invite him to join the Parish Council.

He then duly signed the Declaration of Acceptance of Office form and moved to the table with full voting rights. The Clerk will now complete the necessary paperwork and inform the Elections Officer.

This means that there is still a gap for one further Councillor, from Thrupton, to be appointed to bring the Council to its full complement.

4. Members of the Public - Open session

- **Concerns about the proposed Dirt Track**

The Chairman explained that since the previous meeting there had been a number of concerns expressed by email and on social media by residents close to the area of the proposed dirt track. These concerns had included potential noise, lack of supervision and lack of consultation about the project.

PCSOs Marsh and Warne were able to confirm that they had visited the Lowfield Meadows area on 7th August 2021 with the aim of explaining the aims and the background to the project to as many residents as possible. They were able to confirm that the dirt track was, at this stage, only an idea and the final result was not set in stone. The aim was to engage with as many local residents as possible to gauge their views. Although there were certainly some objections, there was also considerable support and certainly many of the children seemed excited at the prospect and had submitted their own designs for the track. These were passed to the Parish Council.

The PCSOs also confirmed that similar tracks at Weobley and Withington had been a great success particularly in terms of engaging younger members of those villages. Cllr Vincent expressed concern that the site of the track should be more central to the village to encourage wider use. The Chairman noted her comments but at this stage the proposed site at Lowfield Meadow would appear to be the only viable option. Local residents had also been encouraged to attend the Picnic at Seven Site on 4th September 2021 to discuss this matter in more detail with the Parish Council.

In response to a question from Cllr Williamson, PCSOs Marsh and Warne and Ward Cllr Bolderson confirmed that the final decision as to whether to proceed will rest with the Parish Council.

The above led to a wider discussion wherein the PCSOs confirmed that there seemed to be a willingness among the residents that they had spoken with to open up lines of communication with the police and that contact should take place in various ways.

- The Chairman's idea of setting up a Youth Council' had been well received.
- A proposal for 'Coffee with the cops' at the Academy was also well received.
- One resident had also offered her expertise in terms of setting up and running a youth group.

It was agreed that it is important to capitalise on this positive feedback and that the forthcoming Picnic would be a further opportunity to build relationships with the local residents.

Action The Parish Council will need to take on board all of the above before reaching a decision and deciding upon an appropriate timeline.

Ward Cllr Bolderson also confirmed that a formal business proposal would need to be put to HCC to seek final approval and that she was prepared to lead with this proposal with assistance from the Parish Council.

It appears that there had been plans for the Parish Council to issue questionnaires to Kingstone Academy and local residents seeking their views on what they felt the village needed but that these had never been issued due to the pandemic.

The Chairman agreed to investigate the possibility of resurrecting these questionnaires.

- **Noise from Lagan Homes development**

It was noted that work was being carried out on the Lagan Homes site during the Saturday afternoon of the recent Bank Holiday weekend. This is illegal and the Chairman has written to Lagan Homes seeking an explanation. No response has yet been received.

5. Chairman's Report

- **Road safety Plans and the way ahead**

There is a 'walk the village' meeting on 9th September 2021 with Andy Byng (who designed the traffic calming recently installed on the B4349), Simon Hobbs (HCC) and Ian Connolly (West Mercia Police) to determine the way ahead for potential traffic calming measures and speed reduction throughout the village. Cllr Pugh will represent the Parish Council, but all Councillors were encouraged to attend if possible.

- **Support from Whitfield Estate**

The Chairman recently met with the Owners of Whitfield Estate, Edward and Tamzin Clive and the Senior Partner of the management team, William Shuttleworth. The owners are very keen to support the Parish as they feel that they have been Wormbridge facing for years, but would now like to support Kingstone and Thruxton Parish wherever they can. We now have a map of the Estate boundaries so that there is a clear understanding of their responsibilities. Some key points from the meeting were:

- There is an ongoing concern about an increase in loose dogs on footpaths near their pheasants but they are very keen to support the maintenance of footpaths.
- They were very interested to hear of the Parish Council's concerns about traffic management and road safety and a joint way forward was agreed where they will assist with funding and siting of village gateways
- They were very keen to support the Queen's Jubilee next year and will assist with land and trees to deliver the Queen's Jubilee Canopy and would welcome the assistance of the that the local primary school.

Action It was agreed that the Chairman would try to meet with Head of the Academy in order to suggest that school might like to build planters for positioning at the 'gateways' and that Cllr Pugh would approach Allensmore Nurseries to see if they would be interested in providing the necessary plants.

The Chairman will meet with Whitfield Estate again following the meeting on 9th September referred to above.

- **Speed Awareness**

This process has been in abeyance because of the pandemic. However, an email has now been received from the new Community Speed Watch co-ordinator for Worcestershire and Herefordshire explaining that the processes of the scheme have now changed and that a revised security form for volunteers has been adopted. In the circumstances it seemed sensible to start the process from scratch and the Parish Council will now publicise the scheme and seek volunteers to assist. Cllr Milsom kindly offered to lead this project.

- **Drainage**

Balfour Beatty has confirmed that it wishes to carry out a full CCTV survey of the drains in the Dean Pool/Seven Site area. (The area flooded again following torrential rain on 2nd August

2021). It has been established that there is a key drainage ditch at the rear of Seven Site which can only be accessed via the farmer's field who is being contacted.

- **Neighbourhood and Portfolio leads**

The Chairman explained that he was looking to appoint leads from within the Council to cover various topics. He will come back to this issue over coming meetings but eventually he would like to create a document that clearly states each Councillor's specific responsibilities.

6. Police Report

Much of the Police report is incorporated within Item 4 above on the Dirt Track

Additionally, concern was expressed about the potential increase in traffic along the B4348 through the village while the B4349 is closed and when the schools return. This obviously links closely to the Parish Council's concerns about excessive speeding within the village; it was confirmed that the 'Speed Gun' would be available in the village during the next few months. The PCSOs requested that the Parish Council emails them if the situation deteriorates as feared.

7. Financial matters

The account/schedule of payments sheet had been circulated to Councillors prior to the meeting. It was confirmed that cheques have already been signed to cover the balance of the outgoing Clerk's salary and expenses. A further request had been received for £150 in respect of the maintenance of Thruxton Churchyard, which was actioned after the meeting.

The Parish Council has 2 items on its asset register; the Village Hall and a laptop and printer. Cllr S. Walker confirmed that the auditor had confirmed that any property of the Parish Council should continue to be valued at the original price and not written down or up. She also confirmed that the Parish Council owns the Village Hall, which the Village Hall Management Committee runs. ~~She also confirmed that she would forward a copy of the appropriate agreement to the Chairman so that the Parish Council could clearly understand the relationship between the various entities.~~ It was suggested that the chairman should contact Joan Phillips, the secretary of the Village Hall Committee to obtain information regarding agreements between the village hall and parish council.

The Chairman asked if anyone was prepared to act as Finance lead but there were no volunteers although Cllr S Walker made the very useful suggestion that a small group should be formed to prepare the next Precept.

9.

Ward Councillor's Report

The report in full is appended to these minutes but the key points are as follows:

- Herefordshire Council Budget 2022/23- Consultation until 4 October
- New Messaging System available- Neighbourhood Matters
- Tesco Community Grants – Support Event September 9
- Opportunity to host free Fastershire beginner's training session
- Covid Update as of 25 August 2021- Sharp increase in cases in 2 weeks prior.

In response to a request from the Chairman Ms Bolderson confirmed that she could not confirm with any certainty when any s.106 monies arising from the Lagan Home development would become available. However, she has managed to obtain a meeting with Yvonne Coleman at HCC who is responsible for managing this matter and will report back as soon as she is able. Ms Bolderson also confirmed that Kingstone is to be incorporated within a new

process for maintaining footpaths whereby the commissioning process for such work is to be changed and will not involve going direct to Balfour Beatty. More details will be provided in due course. Ms Bolderson also advised that HCC should be approached by early December to gain an idea of the Tax Base in Kingstone in order to set the precept for the forthcoming year.

10. **Action** Cllr Bolderson is to forward details of the Parish Tax Base when available later this year.

Highways and Environmental Matters

- **Footpath KS25.** Linking the Recreation Ground with the B4349. It appears that footpath KS25 has still not been cleared and that there is now confusion about what part needs to be cut.

Action The Chairman will discuss with the Footpaths Officer, Mr P Wright, to try and get to the bottom of what is happening.

There is also continuing concern about the potential duplication of work between the Lengthsman and Balfour Beatty. Partly as a result the Chairman felt that it illustrated the importance of appointing a lead to oversee Contract Management and Cllr Thorne volunteered for this role.

- **Octavia Place**

There is a considerable growth of weeds at the end of Octavia Place and there is some doubt as to who has responsibility for the maintenance of this area. It may well be that the residents may wish to take responsibility for this area with a view to making it more attractive.

Action The Clerk is to email Balfour Beatty for confirmation of ownership of the land and its maintenance.

11. The Chairman is keen to work on making the village tidier and a better environment for all of us to live. He has raised his thoughts in the Parish Magazine, the TTN, about a Keep Kingstone Klean Campaign where we all work together to better our environment. On the same theme, the Chairman mentioned that he has already been in discussion with some residents about taking responsibility for signs near to their property.

Planning

- **Application no. 213034 Kingstone Sports Fields (retrospective)**

Mr Madison confirmed that this was a retrospective application for retention of car park/hardstanding and creation of new shared use footway/cycleway.

The final car park will actually be larger by 20 square metres than at present.

He is also investigating whether traffic calming measures at the entrance to Seven Site can be incorporated as part of this development.

- **Application no. 211717 The Byre, Canon Bridge, Madley (neighbouring parish)**

12. Duly noted

Sports Ground

Mr Madison confirmed that preparations were well under way for the Post Covid Picnic at Seven Site on 4th September. It will by normal standards be quite a low key event but there will be a variety of stalls and children's races so it is hoped that the village will turn out to

13. support the event.

Drainage

The wider issue of flooding and drainage has been covered elsewhere in these minutes by Cllr Pugh and preventative work analysing the problem has started. It was noted that sandbags were procured at this time of year and stored by Cllr J Watkins.

Action The parish Clerk is to procure a pallet of sandbags.

Cllr J Watkins is kindly to confirm the number of sandbags remaining in good condition from previous years and agree to the storage of this years supply.

14. All Cllrs are to be prepared to issue the release of the sandbags when the need arises.

Allotments at Lagan Homes development

It has been confirmed that the allotments will be managed through the Kingstone Grange Management Association. They will be available from the end of 2021 and will be available to all Kingstone residents. Cllr Broomfield, who has the lead for allotments confirmed that the ground for the allotments has been cleared and will continue to liaise with Lagan Homes.

15. **Action** Cllr Broomfield is to continue to liaise with Lagan Homes to gain an understanding who will be allowed to use the allotments.

Amenities Update

Cllr Lloyd had received an enquiry from a couple of local residents as to whether the green space opposite the Church could potentially be converted into another play area. The Chairman had supplied some details of costs and general considerations which Cllr Lloyd had passed on but since then the matter seems to have gone quiet. It was agreed that there was probably no point in pursuing this until after the winter has passed.

However, this did lead to a general discussion about the desirability of making the various green spaces in the village more attractive for walking or just sitting and it was agreed that further consideration should be given to this idea.

Action. The Council needs to decide whether the Queen's Jubilee Tree Canopy project can be used wider across the Parish.

- 16.

Any Other Business

Communications

The Chairman suggested that he would like to see new residents in the village being provided with a 'Welcome' letter and a copy of 'Tracking the News'. It may be that there are copies of TTN left in the shop each month which could be used for this purpose.

Action Cllr Williamson volunteered to act as Communications lead and will work with the Chairman on developing a wider communications strategy.

It was also agreed that the shop would be approached to see if an area of the outside noticeboard could be dedicated to Parish Council information.

Cotton's Meadow Trees

There was concern that several of these are out of control and can't be dealt with by residents.

Action The Parish Clerk is to contact Balfour Beatty to prune the trees.

Map of Village

17. In response to a question from Cllr Broomfield, the Chairman confirmed that he would provide a detailed map of the village. This needs to include who is responsible for maintenance of all open spaces across the Parish.

Induction of New Parish Clerk

The Chairman explained the details of the Clerk's contract with a salary starting at scale point 20 with a review in April to scale point 22. Salary increases thereafter will be subject to a scale point increase per annum.

The Parish Council approved the contract which was then duly signed by Ms Lewis.

18. The Chairman welcomed her to the Parish Council.

Date of Next Full Council Meeting. 6th October 2021 commencing at 7pm.

Cllr Thorne offered her apologies at not being able to attend.

The Chairman closed the meeting at 9.20pm

Signed.....

Date.....

Ward Councillors Report – August 2021

Herefordshire Council budget – consultation until Monday 4 October

Herefordshire Council is consulting on its budget and Council Tax proposals for 2022/23 and is asking residents to participate and have their say. This year, the budget consultation is focused on how the council can best support post-covid recovery in Herefordshire and informing how the council can transform its services to ensure they are delivered in a way that is effective, affordable and environmentally friendly. You can take part in the budget consultation on the council's website: www.herefordshire.gov.uk/budget-consultation

Wormside Parish Council members can also attend one of the following by booking [online](#).

- Monday 6 September, 7pm to 8.30pm – South and West (Ross-on-Wye and surrounding parishes, Golden Valley)
- Tuesday 7 September, 12.30pm to 2pm - Hereford City (includes rural parishes around Hereford)

Neighbourhood Matters – new messaging system

A reminder to join a new messaging system from West Mercia Constabulary which sends email alerts. You will receive updates from the Police on things going on in our local area. It is a great way to get messages out into the communities and it can be used to alert people to scams, suspicious activity in our areas and update us all on local crimes. Registration is via <https://www.neighbourhoodmatters.co.uk/>

Tesco Community Grants - support event 9 September

Tesco Community Grants help fund thousands of local projects across the country and since 2016, the scheme has supported over 36,000 community groups with more than £85million in grants. The scheme is always open for applications from charities, community organisations and town / parish councils and you can bid for up to £1,500 towards local good causes. Although they accept applications for all good causes, they are focussing on projects which support young people and those providing food. To find out more, you can either meet the funder at the online HVOSS Funding Support Event on **Thursday 9 September from 1pm to 2pm** (registration details available on the [HVOSS website](#)) or you can visit the [Tesco Community Grants website](#).

Can you host a free Fastershire beginners' training session?

Fastershire is offering free training for beginners in October, to help them either start using or better understand how to use their smartphone, tablet or computer. Do you know people in your local community who would like to get more from their technology devices, perhaps learn how to send photos, make video calls on WhatsApp or Zoom, send e-mails, safely browse and shop online or get to grips with social media?

Fastershire can offer the free sessions within your community venue, village hall or Talk Community Hub, as long as you have Wi-Fi. If you can host a session during Get Online Week from 18 to 24 October (or later in the year), get in touch with [Fastershire](#). To find out more about these and other available sessions, contact Jennie on 01432 260691 or jennie.morgan@herefordshire.gov.uk.

Covid-19 update as of 25 August 2021

The latest (August 2021) edition of the Economic Impacts of COVID-19 summary has just been published on the [Understanding Herefordshire](#) website. The summary contains the latest economic insights for Herefordshire, including the out-of-work claimant count, job postings and furlough data, plus a roundup of national intelligence and data covering a wide range of economic topics. You can subscribe to news alerts on the website to receive an email when updates are published.

As of 16 August, close contacts are no longer required to self-isolate if they are under 18, or adults who have been double jabbed for two weeks or more. However, close contacts are be advised to limit contact with the clinically extremely vulnerable, take part in regular asymptomatic testing, wear a face covering in enclosed spaces, and practice social distancing for the period of time they would previously have been required to self-isolate. There are additional return to work requirements for close contacts working in health and social care settings. All confirmed cases are still legally required to self-isolate.

- In the two weeks leading up to 25 August, Herefordshire's cases have increased sharply. The local seven day case rate (375 per 100,000) has exceeded those for England and the West Midlands for the first time since late April to early May.
- There is evidence that the recent rise in cases is being driven by changes in mobility and social behaviour following Step 4 out of lockdown (introduced on 19 July) - the impact has been much greater in Herefordshire compared to other, more urban parts of the country. This might be explained by lower levels of natural immunity within the community resulting from Herefordshire having comparatively low prevalence over the course of the pandemic - 5,500 per 100,000 locally, compared to 10,100 per 100,000 for England as a whole. Other low prevalence areas appear to be following this pattern.
- Rates of infection are highest in younger age groups where the majority are not fully vaccinated. However cases have increased across most age groups with small increases occurring in those aged 60+ since the beginning of August. As elsewhere, the majority of cases are the Delta variant.
- The number of hospital admissions is rising, since 20 July there have been 54 Covid-19 related hospital admissions which represents almost two thirds of those admitted since February. Overall total deaths remain close to average for the time of year with only three Covid-related deaths registered since the beginning of May.
- In Herefordshire, 87% of adults have received their first dose vaccine, and more than 76% have had their second dose.

Local data: [Understanding Herefordshire Covid-19 summary website](#)

Local information: [Herefordshire Council website](#)

Local vaccinations: [Herefordshire and Worcestershire Clinical Commissioning Group website](#)

National guidance: [Government website](#)

Talk Community helpline: The helpline is still available to help residents, who don't have support from family, friends or their local community, with food supplies, medication delivery or befriending (this includes those who are self-isolating). Call: 01432 260027. E-

mail: talkcommunityhelpline@herefordshire.gov.uk. Online: [Coronavirus - Talk Community support](#)

For urgent medication supplies, contact NHS 111 or visit the [NHS 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>.

You can report the following items online:

- [Faulty street light](#)
- [Flytipping](#)
- [Public right of way problem](#)

- [Highway drainage issue](#)
- [Overhanging tree](#)
- [Pavement needing repair](#)
- [Pothole](#) or use the [ReportingApp](#)
- [Road needing resurfacing](#)
- [Road sign defect](#)
- [Worn road markings or missing cats eyes](#)