

**KINGSTONE & THRUXTON GROUP PARISH COUNCIL**  
Minutes of a meeting held on Wednesday 2<sup>nd</sup> February 2022  
At 19.00 in Kingstone Village Hall

**Present:**

Cllr Nick Knudsen (Chair), Cllr Denise Lloyd, Cllr Francis Milsom, Cllr Colin Pugh (Vice-Chair), Cllr Lynne Thorne

**In attendance:**

Lisa Lewis (Clerk), Ward Cllr Christy Bolderson, Steve Madison (Sports Association) PFO Paul Neate (Parish Footpath Officer) and 6 members of the public.

Agenda Ref	Minutes
1.	<b>Apologies for absence</b> were received from Cllr J Watkins and Cllr T Broomfield.
2.	<b>Co-option of new councillors</b> an introduction and brief presentation was received by councillors from applicants Colin Warrillow and Colin Knight. Members of the public retired from the meeting to allow a short discussion between councillors. It was unanimously agreed to elect both applicants as members of the council. Members of the public returned to the meeting where both Colin Warrillow and Colin Knight signed the Declarations of Acceptance of Office of Councillor and took their seats at the table.
3.	<b>To receive declarations of interest &amp; written requests for dispensation –</b> Cllr D Lloyd declared a non-pecuniary interest in items 6.1.1, 6.1.2 & 6.1.3. this was recorded by the clerk.
4.	<b>Approval of minutes and sign,</b> from Ordinary Parish Council Meeting held Wednesday 8 <sup>th</sup> December 2021. It was RESOLVED to adopt the minutes as a true record, and they were signed by the chair.
5.	<b>Members of the Public</b>
5.1.1	The issue of moss on the footpath leading to St Michael's Close was raised. It was advised by the chair that the Parish Council are currently looking into costs for road sweeping and will consider the cleaning of paths when costs have been obtained.
5.1.2	It was brought to the attention of the Parish Council that the minutes are not available to be downloaded on the website. It was RESOLVED that the clerk will correct the issue.
5.1.3	A member of the public raised concerns over the proposed outline planning application for a commercial development on land in Madley Parish adjacent to Kingstone which was discussed at the December meeting under item 14.2. The chair confirmed that the Parish Council had responded to the initial queries from the proposer to express concerns over noise, pollution and the road infrastructure. The Parish Council are awaiting a full planning application prior to making further comment.
5.1.4	A member of the public, Carl Bufton introduced himself as a soon to be new resident to the village and is keen to support the parish where he can. He has previous experience with Allotments and would be happy to join the allotment committee.
5.2	<b>Clerk's Correspondence</b>
5.2.1	Email received regarding a survey about church donations, clerk advised an initial response had been returned, however further questions had been raised. RESOLVED that Ward Cllr Bolderson will forward details of the Monitoring Officer for Herefordshire Council to the clerk to progress queries on a response.
5.2.2	Clerk confirmed that an email had been received regarding temporary traffic lights on the B4348 – this had been redirected to the correct parish.

5.2.3	Request received from the Village Hall Committee for a donation towards the running costs of the Hall, RESOLVED by a unanimous vote to provide the donation of £267.25. Clerk to action.
<p><b>6.</b></p> <p><b>6.1</b></p> <p><b>6.1.1,</b> <b>6.1.2 &amp;</b> <b>6.1.3</b></p> <p><b>6.2</b></p> <p><b>6.2.1</b></p> <p><b>6.2.2</b></p> <p><b>6.2.3</b></p>	<p><b>Chair's announcements</b></p> <p>Queens Jubilee – the chair had received details from the Whitfield Estate that an avenue of trees will be planted through the village on Whitfield Estate land, this was well received by the councillors.</p> <p>Consideration of a Jubilee Park, it was noted that S.106 monies can be used to establish this. Cllr D Lloyd raised concerns from residents on the grounds of noise disturbance, security, maintenance costs, safety factors and whether the necessity exists. There was also discussion around the benefits and some Cllrs expressed they felt a Jubilee Park would be good for the village. The chair proposed a vote for a quiet garden park area on the land owned by the Parish Council behind White House Drive as per the draft Statement of Requirement, this received a majority vote in favour with Cllr D Lloyd voting firmly against.</p> <p>Queen's Jubilee Celebration, the chair has proposed a beacon displayed on the Whitfield Estate land on 2<sup>nd</sup> June. A picnic in the park on the 5<sup>th</sup> June with displays from the local area. An initial meeting had taken place with a follow up to be organised.</p> <p>It was noted that volunteers are required both on the day and prior to the event and the Sports Association are happy to hold the event on the sports field subject to adequate volunteers. Steve Madison advised that funding is available from the Arts Council for applications prior to 28/02/22 and he is happy to go forward and apply. It was RESOLVED that any volunteers provide their contact details to the clerk.</p> <p>A joint celebration for the Jubilee with Madley Parish Council was considered as proposed by the chair and there was a majority vote to join with Madley if also agreed by Madley Parish Council.</p> <p>A further Jubilee meeting will be arranged by the chair.</p>
<p><b>7.</b></p> <p><b>7.1</b></p> <p><b>7.1.1</b></p> <p><b>7.1.2</b></p>	<p><b>Appointment of Members to Committees</b></p> <p>It was noted that members are needed to represent the Parish Council at the following committees:</p> <p>John Smith Charity – Cllr J Watkins is already a trustee. Cllr Colin Warrillow expressed an interest in being a trustee. It was RESOLVED that the clerk will pass Cllr Warrillow's details to the charity's clerk for further information.</p> <p>Sports Field Association – Carl Bufton expressed his interest in joining the association and will pass his details to Steve Madison.</p>
<p><b>8.</b></p> <p><b>8.1</b></p> <p><b>8.2</b></p>	<p><b>Police Report</b></p> <p>No police were present, however the January Newsletter has been circulated to councillors.</p> <p>Neighbourhood Watch – PCSO to contact Neighbourhood Watch Lead.</p>
<p><b>9.</b></p> <p><b>9.1</b></p>	<p><b>Ward Councillor's Report</b></p> <p>Ward Cllr Bolderson introduced herself and advised that a full report had been circulated to councillors, points to highlight were:</p> <ul style="list-style-type: none"> <li>• Cllr Bolderson is the Vice-Chair on the Ordnance and Governance Committee, she reported that the standards panel had reviewed code of conduct complaints. She advised that code of conduct training is highly recommended.</li> <li>• Full Council have met. Concerns from the area were about fireworks and complaints over animal welfare, a motion has been passed to promote an educational campaign on safety with the use of fireworks.</li> <li>• A motion has been passed on water protection of the River Wye, following concerns over sewerage and agricultural pollution.</li> <li>• Changes have been made to the Highway Code.</li> <li>• Within the Parish several shop local cards were not working. Individuals affected have had the issue resolved. Applications for cards are now closed and the cards must be used by the end of March.</li> </ul>

	<ul style="list-style-type: none"> <li>• Cllr Pugh queried the allocation of 106 monies within the Parish. RESOLVED that the chair will forward the details of this to Cllr Pugh and Ward Cllr Bolderson will establish if a link on Hfd Council website is accessible to the public, if so she will forward to the clerk for distribution.</li> </ul>
<b>10.</b>	<p><b>Bike Track Business Case</b></p> <p>There was discussion about the Business Case put forward to councillors. Ward Cllr Bolderson confirmed that a grant has been approved and the set up costs will be nil. Lagan Homes are providing the soil for the track. Cllr Bolderson had sent through some photographs for circulation of a standalone bike track near the crematorium in Hereford. The PCSO has identified a youth worker to oversee the project. It was RESOLVED with a unanimous vote to proceed with the bike track.</p>
<b>11.</b>	<p><b>Village Hall Report</b></p> <p>Cllr L Thorne reported that the committee are awaiting quotes for the extension, the committee will then look to apply for grants. The AGM date will be set in due course. The chair passed on his thanks to the village hall committee for the repainting of the blackboard on the crossroads by the Bullring.</p>
<b>12.</b>	<p><b>Defibrillator Training</b></p> <p>Quotations were discussed, Cllr Colin Knight advised this is something he has a great deal of knowledge on and it was RESOLVED that he will obtain further details and information to provide an update at the next meeting. Ward Cllr Bolderson advised that another parish is also looking for training and it may be possible to share costs. Cllr Bolderson will pass details to the clerk.</p>
<b>13.</b>	<p><b>Kingstone Sports Association</b></p> <ul style="list-style-type: none"> <li>• Steve provided an explanation to the parish council of a Deed of Dedication and confirmed that it is ready to be signed. Prior to this happening, the sports association are awaiting confirmation from the sub-contractors that they will make good any damage caused. Yvonne Coleman from Herefordshire Council has confirmed allocation of funds and the sports association will begin by purchasing replacement equipment and refurbishing the existing equipment which does not require public consultation – any new items to be purchased will require public consultation.</li> <li>• Following the drainage survey, Steve advised that BBLP have not been in touch as yet.</li> <li>• Dog fouling and signage - the sports association will repair and replace, with a maintenance day being considered for early March.</li> <li>• It was noted that the current bin collection schedule is to change to 3 weekly which may cause problems with littering on the sports field. There was discussion over dog mess not being picked up, Cllr Bolderson advised that regular offenders can be referred to the enforcement officer at Herefordshire Council. It RESOLVED that the clerk will contact the enforcement officer to see if they have solutions to tackle this issue.</li> </ul>
<b>14.</b>	<p><b>Financial Reports</b></p> <p>It was RESOLVED to pay the following invoices;</p> <p><b>14.1</b> Clerks January Salary &amp; PAYE in accordance with contract</p> <p><b>14.1.1</b> Lisa Lewis, clerk's expenses December (Printer ink) £26.99 (inc. £4.50 VAT)</p> <p><b>14.1.2</b> Kingstone Village Hall Hire (April 21<sup>st</sup> 2021 – December 8<sup>th</sup> 2021) £70.00</p> <p><b>14.1.3</b> D. Addis, mowing throughout village for 2021 season agreed £950. RESOLVED that the clerk will query the additional amount. And also propose grass cuttings be disposed of in green bags supplied by the parish council.</p> <p><b>14.1.4</b></p> <p><b>14.2</b> To agree payment already made by direct debit:-</p> <p><b>14.2.1</b> Information Commissioner's Office (ICO) renewal £40.00</p> <p><b>14.3</b> <b>Bank Statement</b></p> <p>The bank balances were noted against the financial reconciliation for November &amp; December 2021 and were deemed accurate. Bank statements signed by chair.</p> <p><b>14.4</b> <b>Precept for 2022/23</b></p>

<b>14.4.1</b>	The chair outlined the figures and proposed an increase in the precept to £18,000. It was RESOLVED by a unanimous vote to proceed with the suggested precept increase and the clerk will inform Herefordshire Council.
<b>14.4.2</b>	The chair proposed permission to obtain valuations on land owned by the Parish Council. It was RESOLVED by a majority vote to proceed.
<b>15.</b>	<b>Highways and Environmental Matters</b>
<b>15.1</b>	<b>Lengthsman's Report</b>
<b>15.1.1</b>	The lengthsman was not present to provide a report. Costs for village sweeping to be circulated once received.
<b>15.1.2</b>	It was noted that the 30mph sign opposite the Bullring is missing and that the area surrounded by fencing on the B4348 needs a considerable tidy. It was RESOLVED that the clerk will instruct the lengthsman to carry out a maintenance day and draw attention to the above areas. Clerk to check when the lengthsman contract renews.
<b>15.2</b>	<b>Lengthsman Plan</b> A village road sweep was suggested. It was confirmed that the parish council are awaiting costs. It was noted that areas in the village need attention, in particular Cottons Meadow and Lowfield Meadow where it appears debris has been cut and left. It was RESOLVED that councillors will consider any areas in need of maintenance and advise Cllr Thorne in order to draw up a rota for the coming year.
<b>15.3</b>	Estimate for 2022 mowing season considered and it was RESOLVED to proceed with estimate subject to clerks information received see item 14.1.4.
<b>15.4</b>	Clerk confirmed that swing gates for KS5 should be delivered imminently.
<b>15.5</b>	KS3/KS1 – councillors confirmed that the path belongs to residents. It was RESOLVED that the clerk contact the Locality Steward prior to installation of gates and report at the next meeting.
<b>15.6</b>	Paul Neate (PFO) reported that he has now walked most of the paths in the parish. He has met with Whitfield Estate who have provided a map of footpaths on their land and who have requested any issues be brought to their attention in the first instance. Whitfield Estate are also in the process of placing waymarkers. Paul reported that several broken stiles have been replaced, however bridges remain an issue. RESOLVED that the clerk will try to arrange a meeting for Paul with the Locality Steward. Paul passed the signed PFO form to the clerk.
<b>15.6.1</b>	
<b>15.8</b>	Dog Bins – Cllrs to consider location of additional bins and advise the clerk.
<b>15.9</b>	KS25 – it was noted that Lagan have advised ownership of the hedgerow is with residents.
<b>15.10</b>	BBLP – the chair and Cllr Thorne advised that they had been unable to join the meeting. A video was provided following the meeting.
<b>16.</b>	<b>Herefordshire Local Plan 2021 - 2041</b> Information evening is to be held for Cllrs on 03/02/22 – Cllr Pugh confirmed his attendance in place of the chair as he was now unable to attend.
<b>17.</b>	<b>Planning</b>
<b>17.1</b>	To consider the following planning application submitted to Hereford Council
<b>17.1.1</b>	<b>214542</b> – 11 Woodfield Close, Kingstone, Hereford HR2 9FB. It was RESOLVED to reply in support of the application with no objections.
<b>18.</b>	<b>Drainage</b> Cllr Colin Pugh advised that a report had been received however the full survey is still to be completed and therefore Balfour Beatty are unable to confirm any plans / timescales for work to be carried out. It was suggested that the issue be escalated and Ward Cllr Bolderson will email contacts to the clerk.
<b>19.</b>	<b>Allotments</b> It was noted that Lagan Homes are proceeding with the transfer for the land for the allotments. It was proposed that an Allotment Committee be appointed and Cllrs Milsom and Pugh agreed to join with Cllr Broomfield. It was unanimously agreed to proceed with this committee and a meeting will be arranged with the clerk. Terms of Reference to be drafted for approval at the next meeting.

<b>20.</b>	<b>Road Calming and Speed Watch</b>
<b>20.1</b>	Cllr Milsom advised that with an additional name provided prior to the meeting there are now enough volunteers to attend the relevant training. Temporary signs will be provided by the police. Discussion over whether permanent speed check site signs can be placed, chair to check this with Carole Marsh, PCSO.
<b>20.1</b>	Road Mapping, this has been carried out by Cllr Milsom and he will provide a draft graphic at the next parish council meeting.
<b>21.</b>	<b>Communications</b>
<b>21.1</b>	A welcome letter and a copy of the TTN has been provided to the Lagan Estate for distribution to new home owners on the estate.
<b>21.2</b>	Notice Boards – still awaiting quotes from a local carpenter.
<b>22.</b>	<b>Items for next agenda</b> Litter Pick equipment
<b>22.</b>	<b>Date of next parish meeting is Wednesday 2<sup>nd</sup> March 2022</b>
<b>23.</b>	<b>Meeting closed at 9:40pm.</b>

SIGNED.....

DATED.....