

KINGSTONE & THRUXTON GROUP PARISH COUNCILMinutes of a meeting held on Wednesday 2nd March 2022

At 19.00 in Kingstone Village Hall

Present:

Cllr Nick Knudsen (Chair), Cllr Denise Lloyd, Cllr Lynne Thorne, Cllr Colin Warrillow and Cllr John Watkins

In attendance:

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

Agenda Ref	Minutes
1.	Apologies for absence were received from Ward Cllr Christy Bolderson, Cllr Francis Milsom and Cllr Colin Pugh (Vice-Chair)
2.	To receive declarations of interest & written requests for dispensation – Cllr D Lloyd declared a non-pecuniary interest in items 6.1.1, 6.1.2 & 6.1.3 and the clerk declared a pecuniary interest in item 24, these were recorded by the clerk.
3.	Approval of minutes and sign , from Ordinary Parish Council Meeting held Wednesday 2 nd February 2022. It was RESOLVED to adopt the minutes as a true record, and they were signed by the chair.
4.	Members of the Public – No issues were raised.
4.1	Clerk's Correspondence
4.1.1	It was noted that a suggestion had been made by a resident to not install gates on the KS3/KS5 to save money, however it was considered a safety issue for children and dogs to have no gates or stile in place.
4.1.2	It was noted that correspondence had been received from several residents regarding the Jubilee Park plans. Some of the concerns noted were anti-social behaviour, increased dog mess/litter, noise and parking and safety of increased pedestrians in the area. Cllr Watkins noted that he had also received concerns from residents over possible hedging in the park and it was suggested that the area should be kept open. The chair confirmed that following receipt of tenders the chosen plan will be displayed and residents invited along to an open meeting. A consultation will follow where residents views will be taken into account. It was noted that following the consultation the plan can be changed or items removed, or stopped if required.
5.	Chair's announcements
5.1	The chair confirmed that the Jubilee Canopy had been planted off Cooks Lane by the Whitfield Estate with trees supplied by the Woodland Trust. Little Acorns Nursery, himself and Cllr Teresa Broomfield attended the planting of the central Oak tree and a picture will appear in the Hereford Times. A gate will be installed by the Whitfield Estate to provide access to the public, however the land remains private to the Whitfield Estate.
5.2	Picnic in the Park – awaiting meeting.
5.3	Thrupton – the chair welcomed residents from Thrupton. The chair noted that planned houses may be of concern to the residents. There was discussion around the horsepond at Thrupton and the fact that it is an ice-age pool and of historic interest. Therefore residents want to preserve it and are concerned with the spread of knotweed. It was noted that the Whitfield Estate confirmed that they would deal with the knotweed and it was RESOLVED that the clerk will follow up with them for an update.

	There was also a request to move the noticeboard in Thruxton to an area near the church.
6.	Appointment of Members to Committees
6.1	It was noted that members are needed to represent the Parish Council at the following committees:
6.1.1	John Smith Charity – Cllr J Watkins is already a trustee. Cllr Colin Warrillow and Cllr Denise Lloyd agreed to represent Kingstone Parish Council as trustees for this charity.
6.1.2	Sports Field Association – RESOLVED to defer to the next meeting.
7.	Police Report
7.1	No police were present. Noted that no newsletter had been received.
7.2	Neighbourhood Watch – no update
8.	Ward Councillor's Report
8.1	Ward Cllr Bolderson had sent her apologies. Update to be circulated by the clerk once received.
9.	Bike Track Business Case
	No update received.
10.	Jubilee Park
	It was noted that two contractors are to provide tenders for the work. The proposed dates were considered. The chair advised that following the dates suggested and at some point in April there will be a ballot for residents to vote either in favour or against the park.
10.1.1	The scoring panel was agreed as Cllr N Knudsen, Cllr C Pugh, Cllr L Thorne, Cllr C Warrillow and Cllr J Watkins.
10.2	Queen's Jubilee Celebration – noted that a further meeting is to be arranged. RESOLVED to advise the clerk so that potential volunteers can be notified.
10.2.1	Lighting of a Beacon was discussed, details to be confirmed. It was suggested a good location would be on the Batcho hill.
11.	Village Hall Report
	<ul style="list-style-type: none"> • It was reported that there are lots of bookings for the use of the hall. • The AGM will take place on the 24th March 2022 at 7:30pm. • Quotes for work to be carried out on the hall were due in on the 1st March and this will be progressed.
12.	Defibrillator Training
	<ul style="list-style-type: none"> • It was noted that the training would be CPR & Defib training combined and that a minimum of 12 people are required. The Parish Council are awaiting confirmation of numbers. It was suggested that daytime training be provided. • Lagan Homes are unsure of the position a defibrillator could be installed on the estate as electricity is required. The chair will approach Lagan to see if a dedicated area could be arranged.
13.	Kingstone Sports Association
	<ul style="list-style-type: none"> • It was noted that the Play Park has been inspected and areas have been identified for repair. It has been confirmed that the roundabout is non repairable, therefore a public consultation will take place for the replacement. The Association have a meeting on the 6th March and they will now obtain quotes with a better understanding of what is required. • Cycle Path – no further update. • It was noted that Lagan Homes had dug ditches to drain surface water onto the playing field. The situation was resolved quickly and the ditches have been refilled. • There was paint residue disposed of in bushes adjacent to a house on the playing field, again the situation has been resolved and the landowner has confirmed he has spoken with the workmen involved. • There had been an attempted break in on the portacabins. The hasp has been replaced. CCTV and signs are to be installed, which will also cover the area by the bins.

14.	Financial Reports
14.1	It was RESOLVED to pay the following invoices;
14.1.1	Clerks February Salary & PAYE in accordance with contract
14.1.2	Lisa Lewis, clerk's expenses February (Printer ink) £16.78 (inc. £2.80 VAT)
14.1.3	D. Addis, mowing of triangles in the village for 2021 season £350.
14.2	Banking
14.2.1	The bank balances were noted against the financial reconciliation for January 2022 and were deemed accurate. Bank statements signed by chair.
14.2.2	To consider online banking, it was APPROVED that banking should go online. Clerk to obtain details from bank for the next meeting.
15.	Highways and Environmental Matters
15.1	Lengthsman's Report
	<ul style="list-style-type: none"> The lengthsman was not present to provide a report. However he had advised that manual clearance of the roadsides will need to be carried out prior to sweeping. RESOLVED that the lengthsman lead will look into monthly maintenance for this work. The chair confirmed that a maintenance day had taken place with some road signs being cleaned and more planned. It was requested that the Thruxton road signs also be considered. <p>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.</p>
15.2	Lengthsman Plan
15.2.1	It was agreed to proceed with the annual maintenance plan as per last years for the 2022/23 period. Clerk to return paperwork.
15.2.2	Annual contract with lengthsman, it was noted that correspondence had been received from a member of the public wishing to tender for the lengthsman contract. This was discussed and it was RESOLVED by a unanimous vote to renew the current lengthsman's contract for the coming year. Clerk to notify member of the public and submit relevant forms to Balfour Beatty.
15.2.3	Mowing Estimate discussed and it was RESOLVED to accept the quote. It was noted that the clerk had spoken to the contractor and they were agreeable to the Parish Council obtaining green sacks for the cuttings from the triangle by the church to be removed.
15.2.4	Verge Cutting programme – it was RESOLVED for the clerk to reply requesting two cuts per year.
15.3	KS5 – gates, clerk to clarify the path requiring gates.
15.4	KS3/KS1 – no update.
15.5	Dog Bins – the requirement was discussed and costs including emptying bins were outlined. The chair proposed 5 dog bins however Cllr J Watkins had concerns over the ongoing costs to empty. It was RESOLVED that firm quotations for 3 dog mess bins, together with emptying costs and replacement bag costs be obtained by the clerk to put forward at the next meeting.
16.	Footpaths
	Paul Neate (PFO) provided an update on the footpaths and confirmed that he had been in contact with the locality steward to discuss issues. It has been confirmed that bridges can be dealt with by the parish and Cllr J Watkins confirmed he would look into the possibility of installing a hand rail on the bridge over the stream on the KS7 on his land. Paul advised that the holly hedge is obstructing a gateway on the KS2 It was RESOLVED that the clerk will approach Doug Addis for a quote. Paul noted that there are 3 other bridges requiring attention. The KS5 footpath closed due to a damaged bridge, Paul will confirm which path this is and double check the sign put up by Balfour Beatty.
17.	Herefordshire Local Plan 2021 - 2041
	It was RESOLVED that the clerk would submit the following comments on behalf of Kingstone & Thruxton Group Parish Council:- They feel that any future development should take place along A-roads with transport links such as railways. Any future

	conurbations should be along A-roads as B-roads are already saturated. The current infrastructure surrounding rural villages cannot cope with further development.
18.	Planning
18.1	To consider the following planning application submitted to Hereford Council
18.1.1	220442 – Exchequer Court, Thrupton, Hereford HR2 9AX. It was RESOLVED to reply in support of the application with no objections.
19.	Drainage
19.1	Cllr Colin Pugh had provided an email update on drainage issues. Clerk to circulate to all councillors to clarify.
19.2	Drainage Grant – the lengthsman had provided an outline of jobs required for drainage and it RESOLVED that the clerk should proceed to apply.
20.	Allotments
20.1	The terms of reference for the committee were considered and it was RESOLVED by a unanimous vote to adopt these terms.
20.2	A brief update was provided by the clerk in the absence of Cllr Broomfield and it was confirmed that minutes will follow and be published on the website. It was agreed that the clerk shall appoint a solicitor for the transfer of the allotments and land to the parish council.
21.	Road Calming and Speed Watch
21.1	Speed watch – Cllr Milsom was not present to update, however it was noted that volunteers are still required.
21.2	Road calming plans are almost in place to include SIDS which not only record the speed but also the volume of traffic. Plans should be ready in approximately 6 weeks time.
22.	Communications
•	Website - It was noted that Tom has stepped down as the website editor and it was RESOLVED to advertise for a volunteer web designer on the website.
•	Facebook – it was proposed that the Parish Council set up a Facebook page to reach the wider community. Item to remain on the agenda.
22.2	Notice Boards – still awaiting quotes from a local carpenter. The shop have confirmed that the third noticeboard space can be used by the parish council.
23.	Items for next agenda
	None to note
24.	Date of next parish meeting is Wednesday 6th April 2022
25.	Meeting closed to public at 9:20pm to accommodate a closed session.
26.	CLOSED Session
26.1	The requirement for clerk's additional hours was discussed, it was agreed that any additional hours should be recorded on a timesheet and submitted to the chair at the end of each month for authorisation.
26.2	The terms of the clerk's contract were discussed and it was unanimously agreed to increase SCP in line with the contract following completion of the 6 month probationary period. Furthermore, the council wished to express their support to the clerk who has proved to be excellent in this post – well done.

SIGNED.....

DATED.....