

Kinnersley & District Group Parish Council
Minutes of a meeting held on 12th July 2016 at Norton Canon Village Hall

Present

Richard Betterton, Roger Bowen, Rosie Davidson, Don Evans, Janet Greenfield (chairman), Robert Humphreys, Roger Marshall,
Clerk in attendance, Ruth Lovelace.

Visitors

Lara Edwards (BBLP), Cllr Clive Skelton, Dave Scott, Charles Smith (Norton Canon resident)

1. Apologies

Stephen Turner, Patrick Wrixon

2. Minutes

Minutes of the last meeting had been circulated to all members of the Council. These were confirmed and signed by the chairman.

3. Declaration by members of an interest relating to agenda items

There were none.

4. BBLP localities steward

The chairman welcomed Lara Edwards, Locality Steward for Arrow, Castle and Kington wards with Balfour Beatty Living Places. Lara gave a summary of her work which involves regular inspections of all roads in her "patch", the frequency depending on the classification of the road. For example, A and B roads are inspected monthly; for U roads inspections are annual. The other part of her work involves reacting to problems and issues which have been logged, usually via the Herefordshire Council website. In response to a question, Lara said that Category 1 potholes (at least 100ml deep) are dealt with within 24 hours. Category 2 potholes (at least 40ml deep) are dealt with within a maximum time of 28 days.

Another question was about replacement of hardware on public footpaths. Lara said that if a stile is in need of replacement, BBLP will replace it with a new stile, but funding does not permit them to upgrade this to a self-closing gate free of charge. Where a landowner decides to install a gate to provide better accessibility for the public, BBLP is obliged to provide 25% of the cost, but this would only be 25% of the cost of the existing stile. Where a public footpath crosses a stream, BBLP will continue to provide a footbridge without charge to the parish council.

Lara is not office-based, but is usually on the move, travelling around her locality, communicating with the office via a tablet computer.

Funding was discussed, and Lara confirmed that funding cuts to BBLP have taken place, with further cuts to come, due to the financial situation of Herefordshire Council.

The chairman thanked Lara for her time and Lara left the meeting.

5. Matters arising from the previous meeting

5.1 Website. New photos had been added and members were encouraged to send alternative photos to the clerk from time to time to represent the on-going work of the parish council. The contact link on the Home page had been made more prominent.

5.2 ACTION It was agreed that the clerk would write to Fiona Miles and ask for the Licence for the new Kinnersley church car park.

5.3 Planning application number P153176/PA7 for a barn in Letton parish in October 2015 (prior notification of agricultural development) - this was a case where the parish council was not notified of the application. Clive Skelton agreed to make representations to the Planning Officers that the parish council wished to be notified of all applications, including this type of prior notification.

6. Correspondence

6.1 Derys Maddox is currently a Jarvis Charity Trustee and was appointed in that role by this parish council. She has informed Janet Greenfield that she will not be able to continue the role, so

the parish council will need to appoint someone else, who does not necessarily have to be a PC member. In her email, Derys says *“with all the anticipated changes in the status of the school owned by the charity and for other reasons, in my view, if the council are able to identify a willing candidate with financial, business or legal experience those skills would be a more useful adjunct to the committee at this time.”*

Derys is happy to provide further information about the role to anyone who contacts her.

ACTION: members to consider possible Trustees and bring any suggested names to the next parish council meeting.

6.2 Some information about Fastershire (the project aimed at providing faster broadband to Herefordshire residents) was received and emailed out to members on 28th June – it included the information that some residents could be eligible for a subsidised satellite solution.

7. Lengthsman scheme and Parish Paths Partnership (P3) scheme

7.1 Roger Marshall had met with Will Steel of BBLP to try to iron-out some queries about recent changes to the schemes. The situation with replacement of stiles has been covered above (para. 4). There is also a change to the supply of fingerposts, chevrons, etc – these were previously supplied free of charge, but will now be subtracted from the P3 grant.

7.2 Roger Marshall reported that finally, definitive information about the future funding of these schemes had become available – if the schemes are to continue, parish council funding will be needed.

In the current financial year, the PC contributes £200 to the lengthsman scheme only, out of the parish plan action budget. The situation from next financial year onwards is as follows.

2017 / 2018:	if the P3 scheme is to continue, the PC will be required to contribute £635; if the lengthsman scheme is to continue, the PC will be required to contribute £1,104 as a minimum, or £2,056 to keep the service on a par with 2016/17.
2018/19:	P3 – same as 2017 / 2018 lengthsman - the PC will be required to contribute £2,608
2019/20:	No P3 grants will be available, therefore to continue to have a P3 contractor, the PC would need to pay the whole cost, ie. £2,750 lengthsman – same as 2018/19.

Roger explained that every £1000 added to the parish council precept results in an additional annual council tax charge of about £4.20 to each band D property in the four parishes (a bit less than this for lower bands and a bit more for higher bands).

Discussion of the above was wide-ranging, including the suggestion that perhaps volunteers could be recruited to take over part of these roles. It was decided that, if raising the precept to cover the reduction in grants is being considered, there should be some way of assessing residents' views before going ahead.

ACTION: Janet to draft a note to residents to be sent out via the community email system.

8. Report back from the Parish Plan Action Group

8.1 Heloise Kirby has resigned from the working party due to pressure of work (including her role as Signal editor). This leaves the working party with eight members including three parish councillors. A couple of new faces would be very welcome.

8.2 The community email initiative now has about 155 residents on the list, amounting to coverage of 54% of residences. To date 4.8% of residences have declined. Norton Canon is at 86%, Sarnesfield 81%, Letton moving up at 52% and Kinnersley disappointingly at about 33%. Experience has shown that the best/only way to build the numbers is visit residents face-to face. Feedback at the recent Norton Canon Village Fete and Kinnersley Flower Festival was very positive from those already on the list.

8.3 The clerk requested that all future invoices be made out to the parish council, because all the Group's financial transactions go through the PC.

9. Finance

Retrospective agreement was needed for a payment to the Lengthsman of £289.00 on 6/6/16
Accounts for payment:

Clerk's salary: £280.93 gross, £56.20 payable to HMRC

Expenses: heating for the hall, postage, printing, stationery, travel: £42.30

Namesco: £21 (annual cost for the enhanced email setup needed for the community email system, paid by the clerk, so reclaimed by her)

Hire of hall: £18

Lengthsman: £119.00

All the above expenditure was approved by the meeting (proposed Richard Betterton, seconded Don Evans)

12. Highway matters

There were none.

13. Planning

Recent planning applications / decisions are shown below.

Deadline for comments	Code	Details	Parish Council response	Decision
30/6/16	161630	2 Bull Farm Cottages, Letton Proposed first floor side extension	Support (comment = no objections)	
1/6/16	161246	Land at Day Nursery, Norton House School. New residential development of 5 detached two storey houses	Support, with the following comments. 1) The parish council would suggest re-siting the sewage bio-unit to the other end of the plot (ie. the south-east corner), furthest from the next-door residents (2 Burford Cottages) because they experience surface-water flooding from the field in very wet weather and are concerned that the flooding might include run-off from the bio-unit. 2) The parish council would like to draw to the attention of planners that there have been several accidents on this stretch of road over the years.	Granted 23/6/16
31/5/16	161364	Prior notification for a proposed change of use of an agricultural building to one dwellinghouse (Class C3), Kinnersley	Response not required - the PC did not make a comment	Prior approval granted 14/6/16
27/5/16	161369	Barn at New Dairy, Norton Canon, conversion to a dwelling house, a prior approval determination for a change of use	Response not required - the PC did not make a comment	Prior approval granted 14/6/16
12/5/16	152383	Rock Cottage, Ailey Lane Proposed rear extension to provide one bedroom	Support (comment = no objections)	Granted, 26/5/16

There being no other business, the meeting was closed at 9.45pm