

## Minutes Kinnersley Group Action Plan meeting held at Brunswick House - At 7 pm, Tuesday 24.08.2015

1. **Present:** Roger Marshall, Stephen Turner, David Scott, Derys Maddox
2. **Apologies:** Peter Plunkett, Sophie Plunkett, Katerina Garrett -Adams, , Richard Betterton, , Heloise Kirby
3. **Minutes:** 30.06.2015 Approved

### 2. Matters arising:

1. Individual objective updates need to be sent to Stephen Turner (ST) ONE WEEK PRIOR to meeting date. If members cannot attend, a brief bullet-point report would be welcomed for the meeting.
2. Need to consider how to get feedback from parishioners on the progress of the Action Plan.
3. Recommendation to plan meeting dates one year ahead in line with K&D GPC meetings, generally scheduled in November for year ahead.

### 3. Report on Group Parish Council meeting 16.07.15:

- i. Reports on progress on footpaths initiatives well received.
- ii. Report from ST on establishing new management committee for Norton Canon Village Hall also well received.
- iii. Proposal supported for getting emails addresses, and will be registered with the Information Commissioner. Non parishioners will not be on list unless direct involvement with Kinnersley GPC or Action Plan Working Party Group.
- iv. It was reported re: Objective 1 that the Parish Clerk had offered to improve the Parish website by December 2015
- v. There had been further discussion on a corporate approach to planning applications before the GPC.

### 4. Financial report:

- i. Dave Scott (DS) reported the invoice for the footpath booklets has been paid.
- ii. There is now an expenditure application form to be filled in for any expenditure on the Action Plan budget and these need counter-signing by the Chairman or Treasurer, Peter Plunkett (PP)
- iii. Community luncheon. Derys Maddox (DM) will continue hold raffle money but will let PP have a quarterly financial report. The raffle money is being spent on subsidising transport, children and special events. There is currently £58 in hand. **Action: DM** to send account to PP.

### 5. Action Plan update:

- i. Following a discussion about the need to clarify when an objective was completed, but the activity was ongoing it was decided that all "completed" objectives should be reviewed annually.
- ii. The meeting thanked ST for his work in updating and maintaining updates.

### Objectives update:

**Obj. 1. Improve parish website to include additional material and to make it more attractive.** As above. Grants may be available for parish councils to enhance web sights.  
**Action** RM/RL to investigate finance.

**Obj. 2. Broaden access to local printed magazines:.** Discussion:- should free delivery be to all of the parishes covered by Signal? Or should only Kinnersley Norton Canon and Sarnsfield be guaranteed free distribution as KGPC could agree costs from their precept?. One third of Letton households pay their precept to Staunton Parish council. The other parishes covered by Signal cover 4 separate parish councils who would all be required to contribute a modest amount to

ensure wider full free distribution. There is expected to be a review of Parish boundaries in 2016/2017 and the Letton boundary anomaly should be considered in that event.

**Action:** RM/KGPC

**Obj. 4. Improve use of community facilities. Norton Canon Village Hall** Ongoing. ST.  
**Kinnersley arms.** Ongoing.

**Actions:**1 Kinnersley Arms/DM to set up community notice board and outlet for local crafts.  
2. Consider arranging COMMUNITY Christmas tea in Norton Canon Village Hall one weekend in December. Action DM/SP/.  
3. Community access point in Norton Canon Village Hall to be considered as telephone and broadband being installed. Action: ST.

**Obj. 6. & 36. To establish community open space in Letton.** **Action:** DM to discuss at next Jarvis Recreational charity meeting the possibility of finance when/ if appropriate land could be identified. 2. liaise with RB

**Obj.10. Bulk buying scheme.** Oil schemes available and publicised. Regular information could be put out through Community Email scheme, U parish letter delivered to new householders and other opportunities to reach wider audiences.

**Obj.14. Community Email Initiative:** scheme approved by GPC. Parish council subcommittee (RM/ST/Rosie Davidson) to provide oversight. It was suggested that summary of GPC meeting minutes could be sent to people on email list. No decision was made.

**Actions:** 1. ALL. Need to continue publicity to neighbours and friends.  
2. Email those who volunteered at Parish Planning events to encourage opt-in.:RM.  
3. House to house distribution. It would be a good idea to have several volunteers in each parish and led by Parish council members. . RM to raise at next GPC meeting.

**Obj. 16. Community lunch.** Going well. **Actions:**1. DM to Pursue possible use of community wheels. 2. DM to send item to Letton village news, Hereford Times & RM to send to Sarnsfield village news for October lunch. 3. Use next lunch to publicise community email d/base.RM/DM

**Obj.18. To encourage healthy, pleasant environment.** Road cleaning day in Kinnersley arranged by SH in spring. Need to consider structure for future plans for litter picking in Kinnersley and identify a co ordinator in other parishes. Recognised there are difficulties in Sarnsfield and Letton because on main roads. **Actions:** 1. DM to discuss future plan with SH for Kinnersley. 2. RM to consider wider context with Kate Garrett-Adams. (KGA)

**Obj. 19. To provide seating at key points.** 2 benches purchased through the Kinnersley fund and yet to be placed. **Actions:** 1. Need to develop plans for other parishes. 2. Identify co-ordinator in other parishes. KGA

**Obj. 20. 26 & 31 Lengthsman Scheme.** Completed. Administered by RM/clerk. Any footpath faults to be reported to Parish Clerk.

**Obj. 32 footpath booklet:** completed, circulated to all in parishes. Thanks and congratulations to Dave Scott, all FPO, members of footpath forum and Andy Johnson of Logaston press. **Action:** Review annually.DS

**Obj. 33 & 34. Review parish footpaths with view to increasing circular walks and - to open part of the old Hay railway line for walking, cycling and bridal path.** These objectives have now been opened by the Footpaths Forum and investigatory work is underway.

**Date of next meeting 7pm Tuesday 27th October, 2015 @ Dairy House (to be confirmed)**

