

## **Kinnersley & District Group Parish Council**

### **Minutes of a meeting held on 30<sup>th</sup> July 2019 at Norton Canon Village Hall**

#### **Present**

Roger Bowen, Rosie Davidson (chairman), Janet Greenfield, Robert Humphreys, Reece Jones, Malcolm Lewis, Roger Marshall, Stephen Turner, Patrick Wrixon  
Clerk in attendance, Ruth Lovelace.

#### **Visitors**

Peter Phillips

#### **1. Apologies**

None.

#### **2. Minutes of the last meeting**

It was agreed that a small change should be made to the draft minutes correcting the length of time that a speed indicator device should remain in place before being moved – it should be 4 weeks.  
ACTION Amended minutes will be brought to the next meeting for signing.

#### **3. Acceptance of office**

Stephen Turner signed his Acceptance of Office form, witnessed by the clerk, following his co-option as a member at the last meeting.

#### **4. Any Declarations of Interest as required under the code of conduct**

There were none.

#### **Order of business**

It was agreed to alter the agenda as circulated so as to deal with Planning Matters immediately after Correspondence.

#### **5. Matters arising from the previous meeting**

5.1 The clerk had circulated further information about the “We Don’t Buy Crime” (WDBC) initiative, which promotes property marking using SmartWater. It was decided not to participate because there is no money in the budget allocated to this, also it would be a risk to the parish council as we would have to commit over £1500 up-front with no guarantee that we could achieve SmartWater registration by 70% of our households, which is the target figure needed to access free signage, and we could be left with unused kits. It was agreed instead to promote purchase of SmartWater kits by households themselves.

ACTION: The clerk to liaise with Neighbourhood Watch so that both NW and Community Email Initiative can circulate information at the same time.

5.2 Possible provision of a SID (speed indicator device) in Kinnersley.

a) Kinnersley Parish Meeting have agreed to fund the first step which is an assessment costing £565 + VAT.

b) Cllr Graham Jones had passed on information to Almeley Parish Council and they had indicated that they might be interested in sharing a SID with Kinnersley. The clerk for Almeley will contact us about this in September.

#### **6. Correspondence**

6.1 Herefordshire Local Access Forum (HLAF) is currently looking for new members – the meeting was informed that none of the parish councillors wishes to join HLAF at this time.

6.2 A review of polling stations is under way and there is a proposal to move the Kinnersley polling station from Kinnersley Castle due to problems with disabled access.

6.3 Andy Johnson (the parish council nominated trustee to the Jarvis charity) had sent a report for members which had been made available on the web site.

**ACTION:** Andy will be invited to the parish council meeting on 3<sup>rd</sup> December so that he can provide a further update.

6.4 The clerk had circulated details of a resurfacing programme on the A438 from 19th August onwards; this work is being done under the Challenge fund.

## 7. Planning matters

There was some discussion about the current arrangement whereby members are divided into two planning sub-committees – one looking at planning applications in Kinnersley and Letton, and the other looking at applications in Sarnesfield and Norton Canon. It was decided to keep the arrangement as it is for the time being, but to raise the issue again at the next meeting when members have had more time to think about the possible options.

New applications and decisions since the last meeting were as follows.

Deadline for comments	Code	Details	Parish Council response	Decision
25/7/19	192276	Proposed Tied Dwelling for a Dependant Relative at Upper Norton Farm, Norton Canon on a previously developed site.	KDGPC submitted a comment as follows. We understand this planning application is for the new building to be tied to the existing dwelling. To ensure that this status remains after the elderly relative no longer resides at this new property, to which we do not object, we propose the following: 1. All utilities / services (water, electric, drainage, etc.) are shared from the existing dwelling, i.e. no separate service provision , and 2. The new building utilises the dwelling's existing main entrance on to the public highway, i.e. no new entrance permitted.	
2/7/19	192001	Green Farm Barn Green Farm Norton Canon Hereford HR4 7BH, Notification for prior approval for a proposed change of use of an agricultural building to a dwellinghouse (Class C3) and for associated operational development. Creation of a single larger dwellinghouse.	General comment: The parish council would like to draw to the attention of planners that the property is on a difficult bend opposite a junction and in the absence of any details regarding road access improvements, the entrance layout should be reviewed with Highways.	Prior approval refused 24/7/19

1/7/19	191632	Land at Norton House School Proposed development for 7 dwellings (based on an amendment to previous planning permission for 5 dwellings (161246/F) and permission for an amended road layout (183757/AM).	Support Comment: 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.	
14/6/19	191377 and 191378	Keepers Cottage, Sarnesfield. Proposed replacement windows	Support with comment = no objections	Approved 5/7/19
12/5/19	191277	Brick House, Pig Street, Norton Canon, Erection of 2 storey extension with associated loft conversion and inclusion of roof lights	Support with comment = no objections	Approved 4/6/19
28/6/18  All representations must be received by 27 August 2019	181786	Letton Court, Retrospective permission for use of part of existing building for biomass boiler (999 KW) wood chip fuel.  The applicant has lodged an Appeal against enforcement of the refusal.	<i>see PC website</i>	REFUSED 16/7/18

## 8. Lengthsman scheme and Parish Paths Partnership (P3) scheme

The lengthsman has been clearing vegetation from road signs and noting any signs that need replacing – details of these will be passed to BBLP.

Roger Marshall is planning a drive-round the parish with BBLP localities steward Lara Edwards to look at a number of problem points.

The budget for the P3 contractor is much reduced this year so he is not able to keep up with clearing vegetation from footpath entries/exits onto highways to the same extent as last year.

The footpaths team (parish footpath officers together with the P3 contractor) completed 24 'hardware' jobs last year. There is a list of jobs for this year, but the number that can be completed will be limited by funding.

The PFOs met recently and are hoping they can provide a limited, occasional but publicised number of led walks to introduce parishioners to walks in the '12 Circular Walks' book and engage with them on ways we might build up a volunteer group which could work on light footpath maintenance.

Andy Johnson has offered to re-edit the '12 Circular Walks' book and it is hoped that this can then be re-printed – perhaps partly funded from the surplus that the Community Lunch is carrying at present

## **9. Report back from the Parish Plan Action Plan Working Party (PPAPWP)**

9.1 There will be a community event with rounders, picnic and BBQ on September 14th at Sarnesfield Court.

9.2 The Working Party's Terms of Reference state that it should include three parish councillors, and that at least five members of PPAPWP must be present for a meeting to be quorate. The Working Party currently includes only two parish councillors (Roger Marshall and Stephen Turner). It was agreed by the parish council that it is acceptable for PPAPWP to continue to operate with only two parish councillors for the time being, but they will continue to seek to recruit a third parish councillor.

For other matters, see the minutes of the recent PPAPWP meeting on the parish council website.

## **10. Finance**

Accounts for payment:

Clerk's salary: £295.67 gross, £59.20 payable to HMRC

*(Payments to HMRC are due quarterly so this will be paid at the next meeting on 1<sup>st</sup> October)*

Payment to the lengthsman for his work in May and June: £485.62

Expenses: postage, printing, heating for the hall etc: £27.64

Hire of hall for meeting: £16

All the above expenditure was agreed. (Proposed Patrick Wrixon, seconded Rosie Davidson)

There being no other business, the meeting was closed at 9 pm.