

Kinnersley & District Group Parish Council
Minutes of a meeting held on 2nd November 2020 at 7pm, held remotely via Zoom

An Open Forum had been advertised to take place immediately before the meeting, but this was not taken up by any residents

Paragraph numbering in these minutes is continuous from the first meeting of 2020/21

Present

Rosie Davidson (chairman), Janet Greenfield, Robert Humphreys, Malcolm Lewis, Roger Marshall, Colin Thomas (Bert), Patrick Wrixon. Caius Hawkins joined the meeting at 8.45pm
Mark Serjeant was present from the start but he had to leave after about half an hour as a very slow internet connection made it impossible for him to participate.
Clerk in attendance, Ruth Lovelace.

Visitors

Cllr Graham Jones

15. Apologies

Tom Jones, Reece Jones

Resolved: to approve Tom Jones' absence from the meeting due to being away from the county due to work.

Resolved: to approve Reece Jones' absence from the meeting due to not having the IT equipment needed to participate.

16. Minutes of the last meeting

Minutes of the last meeting on 4th August had been circulated to all members of the Council. These were approved, and will be signed by the chairman at the next opportunity.

17. Any Declarations of Interest as required under the code of conduct

There were none.

18. Matters arising from the last meeting

18.1 Community email initiative (CEI). An advert placed in Signal local magazine asking for a volunteer to run this had not produced any responses, but someone had come forward after informal contact with the clerk, who might be prepared to do it. The clerk confirmed that, as minuted at the last meeting, she would be prepared to run the CEI if the post remained unfilled.

18.2 There were no nominations for Vice Chairman so appointment of a Vice Chairman is held over until the next meeting.

18.3 Vacancies for members. Rosie Davidson reported that Mike Truelove had withdrawn his application to be co-opted, so two vacancies remain for members to represent Norton Canon.

18.4 The last scheduled meeting was for 6th October in Norton Canon Village Hall, but that meeting was not quorate. Hence the decision to trial meetings using the Zoom software platform. The Chair had purchased Zoom Professional software, on a month by month basis, and she was hosting the meeting. It was agreed that when the current month's subscription runs out, the clerk will instead purchase the software on behalf of KDGPC in which case it will be the clerk who hosts the meeting. The purchase of Zoom software from October onwards was approved by the meeting (proposed Janet Greenfield, seconded Patrick Wrixon)

19. Correspondence

19.1 Norton Canon residents had raised the issue of speeding on the A480 through the village, as circulated to members.

It was AGREED that the clerk would start the process of requesting a speed limit review. Robert Humphreys agreed to meet with residents who had raised this.

19.2 Rosie Davidson had had some contact with Herefordshire Green Network (HGN) who had suggested that KDGPC joins the network (joining fee £50 per year). Patrick Wrixon expressed some doubts about whether it is appropriate for parish councils to join HGN. The decision was deferred so that members could find out a bit more information.

19.3 There had been correspondence about a tree on the verge opposite Ailey Cottage, Ailey Lane, Kinnersley, which was possibly in need of some cutting back. Richard Summerbell, the KDGPC Tree Warden, had investigated and reported the matter to Balfour Beatty (BBLP). The clerk had obtained agreement from BBLP that they would contact her at least a day before visiting the site in order that residents who are interested parties can meet with BBLP, so that any action can be amicably agreed.

19.4 Herefordshire Council is undertaking a review of the current arrangements for dealing with Code of Conduct complaints, and details had been circulated to members.

20 Damage to the Sarnesfield notice board

As notified to members on 21st September, damage to this was first noticed on 11th September and the most likely cause is impact with a large vehicle. The manufacturer, Greenbarnes, supplied replacement parts costing £133.95 + VAT, and Richard Putland, a local resident, very kindly carried out the repair free of charge. The clerk investigated an insurance claim but the KDGPC policy has an excess of £125 so only £8.95 could be claimed and this would very likely be offset when the underwriters come to decide on the premium at the next renewal. I.e. it would not be worth making a claim.

ACTION: the clerk to write to Mr Putland and thank him for his assistance.

21. Set meeting dates for 2021

Dates were agreed as follows (all Tuesdays). 2nd February, 30th March, 25th May, 27th July, 28th September and 30th November.

22. Governance issues

Rosie Davidson had suggested that KDGPC should adopt a Complaints Procedure. Cllr Graham Jones offered to discuss his experience of issues in another parish council.

ACTION: to arrange a Zoom meeting with the clerk, Rosie Davidson and Graham Jones

23. Planning matters

New applications and decisions since the last meeting are listed at the end of these minutes.

24. Highways matters

Re. the proposed Speed Indicator Device (SID) in Kinnersley, the assessment by BBLP was still pending, and Kinnersley Parish Meeting had now requested that this be paused until the end of the November lock-down, i.e. until after 2nd December.

ACTION The clerk to pass this on to BBLP.

25. Public rights of way

The Parish Footpath Officers had advertised in Signal magazine for volunteers to help them in their work by "adopting" a footpath, and some residents had come forward.

Roger Marshall reported that BBLP had supplied hardware (including a footbridge) to install at the point where path NC2 joins path KY17. (NC2 runs from Norton Canon village hall, you then cross a stream and turn right onto KY17).

26. Finance

Retrospective agreement for cheques paid since the last meeting:

Clerk's salary: £301.67 gross, £241.27 net, £60.40 is payable payable to HMRC but as HMRC is paid quarterly, this will be done at the next meeting

Expenses: postage, printing, heating for the hall etc.:£50.43

Hire of hall for meeting on 6th October: £16

£133.95 + VAT (£160.74) to Greenbarnes for replacement parts for notice board

Accounts for payment: Expenses claim from Rosie Davidson for 1 month of Zoom professional platform, 19th October to 18th November, £11.99 + £2.40 VAT, total claim £14.39

All the above expenditure was agreed. (Proposed Patrick Wrixon, seconded Roger Marshall)

27 Items of parish interest

Roger Marshall reported that interviews had taken place for the post of Rector for the Weobley and Staunton group of parishes, but the panel were unable make an offer, so the post remains vacant at the moment.

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

New planning applications and decisions since the last meeting – see item 23

Deadline for comments	Application number	Details	Parish Council response	Decision
2/10/20 extended to 8/10/20	202817	Land at Sallie's Mill, Newchurch Road, Kinnersley. Conversion of former offices and workshop to 4 dwellings.	Support with comment = no objections	<i>Target determination date 4/11/20</i>
5/11/20 for revised plans 19/9/2020	202533	Land adjacent to Blackthorn Cottage, Proposed building for stock housing	Comment = no objections	
parish council not consulted	202584	Lower Ailey Farm, Kinnersley - farm workshop and machinery storage.		Prior approval not required 3/9/20
12/9/20	202418	Land at Norton House School, Two further houses	Support with comment = no objections 10/9/20	
24/8/20	202267	Land at Norton House School, Two houses with associated double garages	Support with comment = no objections	
7/7/20	201804	Little Parton Farm erect a new RSJ frame building with open sides to cover an existing silage pit	Support with comment = no objections	Approved 21/9/20
4/11/19	193400	Midland Farm, Pig Street, a yurt and a shepherds hut. Retrospective change of use to holiday accommodation	Support The Parish Council supports the development of small rural enterprises including tourism. Whilst there is some potential impact to immediate neighbours, this is considered acceptable, although any further development of the site may be considered unsustainable.	Approved 23/9/20