

Kinnersley & District Group Parish Council

**Minutes of the meeting of Kinnersley & District Group Parish Council held on
Tuesday 29th March 2022 from 7.30pm
in Norton Canon Village Hall**

Present: Cllr. S. Smith (Chair); Cllr M Lewis; Cllr R. Marshall; Cllr P Wrixon; Cllr T Bisley; Cllr. C Thomas and Cllr J Greenfield

In attendance: Emma Thomas – HALC Cover Clerk

Public: 2

1. Acceptance of apologies for absence:

Apologies were RECEIVED and ACCEPTED from Cllr. R. Davidson

2. To consider any declarations of interests:

Cllr. C Thomas DECLARED a DPI against item 5 – application P220873. He signed a piece of paper to be kept with the minutes. The clerk strongly advised the Council to put a Register of Interest book in place.

3. Open Session:

The following items were NOTED:

- Interest in application P220873 was noted
- Can the PC fund daffodils for planting at the entrance to the village?
- Would the PC contribute to funding security cameras at the village hall?

4. Approval of minutes from the Parish Council meeting held on 30th November 2021.

The minutes were APPROVED and duly signed by the Chair.

5. To consider Planning applications & note those determined by Herefordshire Council

The following applications were CONSIDERED and NOTED

Cllr C Thomas left the room for Application P220873/F

Application	Address:	Determination
P220548/FH	Kinnersley Black Thorn Cottage; erection of 3m high acoustic fence for noise protection	It was RESOLVED to support this application
P220873/F	Land at Hurstley Court Kinnersley; Rural workers cottage and double garage	It was RESOLVED to support this application.
PA212570	Land at Hurstley	Refused
212631	A480 Land South NC – development of 10 dwellings	Awaited
212976	Land opposite The Cross – proposed rural dwelling	Approved with conditions
213174	Barns at Greenfields for conversion one dwelling	Awaited
212981	Upper Ailey – cattle building (Listed building consent)	Withdrawn
212979	Upper Ailey - Cattle building	Awaited
213276	Land adjacent Brick House, Norton Canon	Approved with conditions
214034	Land at Upper Kinley Farm, Letton	Awaited

5.2 To consider a Spatial Options Future Housing Survey response

It was RESOLVED that Cllrs should submit responses to this consultation if they wish to, even though the consultation period has now closed. It was AGREED that Cllrs P Wrixon and R Marshall would attend the Local Plan Policy Options Info Meeting in April. It was AGREED to have the Core Strategy Review as a standing item on future agendas.

6. Matters arising from previous minutes.

6.1. Village Hall - update from Cllr C Thomas ref to NCVH £8 charge for meeting in car park

It was NOTED that the payment of the £8 has been waived.

7. Chairman's update on working groups

The following updates were RECEIVED:

7.1 Consider next steps following HC decision to refuse to install SID's at Letton/Norton Canon.

It was AGREED that Cllr C Thomas would talk to the landowner, adjacent to where a SID in Letton was wanted, to see if it could be installed on his land rather than the verge.

7.2 Letton Flood Hub – Jarvis rejected proposal

No update

7.3 Jarvis – Letton Health and Wellbeing Parish Survey

No update

8. Ward Councillors Report

Not present

9. Highways and Footpath

9.1 To consider the drainage grant - deadline for bids Friday 1st April 2022

It was AGREED that Cllr R Marshall should continue to look for suitable schemes and obtain quotes for works although they would not be in time to submit an application for this round of grant money.

9.2 To consider which roads to have a single cut on the verges.

It was NOTED that small local projects on verge enhancement will be taking place on a few verges. Balfour Beatty have been informed.

10. Report from PFO's – Cllr P Wrixon/James Copsey/Cllr R Marshall

The following report was RECEIVED:

- Many issues have been dealt with over the winter
- Volunteers would be welcomed to "adopt a footpath" and monitor it for risks

Cllr T Bisley AGREED to be the PFO for Letton Parish. Cllr P Wrixom AGREED to give him more details.

It was NOTED that the new Footpaths Guide was ready for distribution to all households. A pdf version will be put on the website.

Cllr S Smith had concerns over a couple of blocked footpaths. Cllr P Wrixom AGREED to discuss these with the landowner.

11. Lengthsman Scheme

11.1 To consider the future of the lengthsman scheme – Cllr R Marshall

It was NOTED that Cllr R Marshall would submit the Lengthsman Expression of Interest Form and Annual Maintenance Plan to Balfour Beatty for the year 2022-23.

11.2 To consider submitting the Lengthsman Expression of Interest Form and Annual Maintenance Plan to Balfour Beatty for the year 2022-23 by 31st March 2022.

As above

12. To consider the annual SID rota with Almeley and the purchase of a second battery or Solar Panel at an estimated cost of £635.00 plus VAT.

It was NOTED that the battery used at present can last a month without the need to be recharged. It was RESOLVED to monitor the situation but not purchase either of the above at present.

13. Finance: Current bank statement/schedule of payments circulated for March

13.1 To agree payment of outstanding invoices.

It was RESOLVED to pay the following invoices:

Cheque made payable to:	FOR:	GROSS	VAT		NET
NCVHMarch	Hire of Hall	£16.00			£16.00
Cllr Rosie Davidson	Reimbursement for 12 months renewal of Namesco (Hosting & Domain)	£140.38	23.40	Retrospective	£16.99 £99.99
P Watts	Lengthsman K2109	210.00		Retrospective	£621.25
	Inv K21.10	210.00		Retrospective	
	Inv K21.11	201.25		Retrospective	
	Inv K21.12	201.25			
P. Eggerton	P3 Inv 3403	119.00		Retrospective	£160.00
	Inv 3411	51.00		Retrospective	
A Johnson	Walking Booklet	249.00*		*£249 was agreed at Nov meeting but actual costs £267.00	£267.00*
Signal	Parish Clerk Advert	£7.00			£7.00

An up to date bank figure was unavailable.

The clerk ADVISED that no one Cllr should be able to make BACS payments using the Council bank account. It was AGREED that all the above payments would be made by cheque. She recommended moving accounts to Unity Trust Ltd as they had the correct permissions available.

14. Parish Plan - update from Cllr R Marshall

It was NOTED that a meeting to move this forward will be set up shortly.

15. Recent Correspondence/items for next agenda

15.1 Tractors on the Almeley Road

The issues with large tractors and vehicles using this highway was NOTED. It was NOTED that Almeley Parish Council have asked the Safer Neighbourhood Team to monitor the situation and liaise with Herefordshire Council. It is hoped that the highway may be upgraded at some point.

15.2 Retirement of the Post Office

This was NOTED as being in hand.

16. Community email Initiative

16.1 To consider who will be responsible for it - in the continued absence of a Clerk

It was RESOLVED that Cllrs T Bisley and R Marshall would meet to discuss this further.

17. Kinnersley and District Group Parish Council Website

17.1 To consider who will be responsible for it in the absence of a clerk

It was RESOLVED that Cllr T Bisley will undertake this until a clerk is appointed. He was thanked for all his hard work in setting up an excellent looking site on behalf of the parish.

17.2 To consider website technical issues and compliance

It was RESOLVED that Cllr T Bisley should obtain further information and costs on this for discussion at the May meeting. The clerk AGREED to email over a list of items a PC website needs to have on it to be compliant.

17.3 To consider keeping the website updated and uploading information

It was RESOLVED that Cllr T Bisley would undertake this until a clerk was appointed.

18. Items of parish Interests:

The following items were NOTED:

18.1 Talk Community Hub – Staunton on Wye

18.2 Great Collaboration event 26th March Archenfield Community Environment Day Eardisland Village Hall 11-3pm.

18.3 Norton Canon Village Hall AGM will be on Tuesday 5th April at 7pm – all welcome

18.4 There is a coffee morning at Norton Canon Village Hall on the last Saturday of each month between 10-12.30. The first of these will take place on the 30th April.

19. To consider items for the next agenda

The implementation and adoption of Expenses and Grievance policies

20. Date of next Meeting: Tuesday 31st May 2022 – To be preceded by the Annual Parish Meetings

The meeting closed at 21.30

Signed: _____ Dated: _____