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|  | **Members of the Council you are**  **hereby summoned to attend a meeting of** |  |
| **Kington Town Council**  to be held on **Monday 7th February 2022** at **7.00 pm**  **at**  **The Oxford Arms, Duke Street, Kington**  **for the purpose of transacting the following business**. | | |
|  | **Agenda** |  |

1. To receive apologies for absence, declarations of interest and requests for dispensation

2. Minutes:

1. To confirm the minutes of the meeting held on [10th January 2022](http://www.kingtontowncouncil.gov.uk/_UserFiles/Files/_Minutes/137460-Full_Council_-_Minutes_-_10.01.2022-compressed.pdf)
2. To confirm the minutes of the meeting held on [17th January 2022](https://view.officeapps.live.com/op/view.aspx?src=http%3A%2F%2Fwww.kingtontowncouncil.gov.uk%2F_UserFiles%2FFiles%2F_Minutes%2F138075-Minutes_-_FC_17.01.2022.docx&wdOrigin=BROWSELINK)

3. Public Participation:

1. Police Report
2. Matters raised by members of the public in attendance
3. Ward Councillor report

4. Mayor’s Report

5. Report from Councillors on external meetings attended or to be attended

6. Clerk’s Report

7. Financial Matters

1. To approve payments totalling £11,728.06 (inc. VAT) as per the payment schedule
2. Welcome Back Fund:
   * To note update on Christmas Decorations Project
   * To note update on Marketing for Festivals Project and agree expenditure on Festivals brochure for the Town at a cost not to exceed £3,500.00
3. Great Places to Visit Fund:
   * To agree proposal to support the shop front grant scheme with additional funding from reserves to the value of not more than £15,000
   * To note recommendations from the Shop Front Grant working party for the award of grants under the Shop Front Grant scheme as presented to the meeting
   * To note any further update from the Shop Front Grant Scheme working party
   * To consider quotations for planters to be purchased, installed and maintained under the Kington in Bloom project
   * To note update on Public Rights of Way signage/map project
4. Green Spaces Grant:

To note update on Outdoor Gym Equipment project

8. To consider update on Herefordshire Council’s proposals with regard to car parking charges for all Herefordshire Council owned car parks in Kington

9. To consider request for letter of support from Open Arms Kington Project including presentation on the aims and objectives of the project

10. Planning Matters

1. To consider the following planning applications:

* Ref: [220038](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=220038&search-term=220038)

Site: 14 Markwick Close, Kington

Dev: Proposed works to tree 10. Branches touching building

* Ref: [220126](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=220126&search-term=220126)

Site: Communal land in Markwick Close, Kington

Dev: Proposed works to tree 6, Mountain Ash, cut back from building and reshape of crown. Tree 7, Cherry Tree, remove branch over road & crown reshape

* Ref: [220117](https://www.herefordshire.gov.uk/info/200142/planning_services/planning_application_search/details?id=220117&search-term=220117)

Site: 46 Duke Street, Kington

Dev: Listed building consent. Proposed internal alterations and front window signage to an existing solicitors office

1. To agree response to Herefordshire Council’s informal questionnaire on the Local Plan process
2. To consider Herefordshire Council’s [Local Plan Spatial Options Consultation](https://hlp.commonplace.is/), to agree a working party to work on responses for Kington and to authorise the Planning Committee to finalise the responses on behalf of Kington Town Council

11. Queen’s Platinum Jubilee:

To note update from on plans for Queen’s Platinum Jubilee

12. Reports from Committees:

1. [Planning Committee](http://www.kingtontowncouncil.gov.uk/_UserFiles/Files/_Minutes/137463-Planning_Committee_-_17.01.2022_-_Minutes.pdf) held 17th January 2022
2. [Environment Committee](http://www.kingtontowncouncil.gov.uk/_UserFiles/Files/_Minutes/138076-Environment_Committee_-_17.01.2022-_Minutes.pdf) held 17th January 2022

13. Date and time of next meeting and items for the agenda

Issued by: Liz Kelso PSLCC

Clerk, Kington Town Council

Email: clerk@kingtontowncouncil.gov.uk, Tel: 01544 239 098 or 07483 914 485

Issued: 3.2.2022

**KINGTON TOWN COUNCIL**

**INFORMATION ON MEETINGS**

Kington Town Council are delighted to return to face to face meetings since 2020 following the easing of Coronavirus restrictions. However, we must be aware that infection rates are currently high and we must ensure the health and safety of all those attending our meetings.

1. Please note that the meeting will be held at the Oxford Arms as our usual meeting room is considered too small to allow social distancing for Members of the Council, staff and members of the public. The Oxford Arms will not be open for business on the day of the meeting.

1. We would ask you to observe social distancing and the wearing of masks – unless you have a medical exemption - when inside the meeting venue. We acknowledge that this may make it difficult to hear and be heard during the meeting but your safety and the safety of everyone attending is paramount. **If at all possible, please take a lateral flow test before attending this meeting and do not attend if the result is positive or unclear.**
2. Please use the sanitiser provided when entering the building. Please follow any directional signage to a vacant seat and do not move the chairs provided. Please do not walk around the room once seated and if you leave the room during or at the end of the meeting, please observe any one way system. Doors and windows will remain open during the meeting.
3. If you wish to refer to a copy of the agenda or meeting papers during the meeting please bring a copy with you as only limited supplies will be available. Do not share papers and take any papers home with you after the meeting.
4. Apologies, but we are currently unable to offer refreshments.
5. On entry you will be asked to give your name and details where you can be contacted over the next three weeks. Your details will be kept for track and trace purposes and may be handed over to the Public Health Department at Herefordshire Council if requested to do so. We will destroy your personal data if no such request is received after the 21 day period or as instructed by Herefordshire Council. By entering the meeting you will be deemed to have given permission for your personal data to be used for this purpose.
6. **Please do not attend this meeting if you or a member of your household has symptoms of Coronavirus such as a new continuous cough, fever, cold like symptoms or a change to your sense of taste or smell, whether or not you have had a recent Coronavirus test.**
7. **Please comply with HM Government guidelines with regard to self isolation if you have been in close contact with someone who has tested positive for coronavirus.**
8. Entry to the meeting room may be refused once the maximum capacity of the room has been reached.