



Kington Town Council

Email: clerk@kingtontowncouncil.gov.uk

Web site: www.kingtontowncouncil.gov.uk

The Planning Committee

On Monday 19th June 2023 at 6.00pm

At

The Old Police Station, Market Hall Street, Kington
for the purpose of transacting the following business

Committee Members: Cllrs. E. Banks, T. Bounds, J. Cooke,
A. Dixon, F. Hawkins, E. Rolls, P. Sell, M. Woolford &
R. Widdowson

Agenda

1. To elect a chair of the committee for the forthcoming year
2. To receive apologies for absence, declarations of interest, as required, and requests for dispensation
3. To elect a vice chair of the committee for the forthcoming year
4. To confirm the Minutes of the meeting held on [17th April 2023](#)
5. To confirm the Terms of Reference for the Planning Committee
6. To consider planning applications now due for consideration, if any:
 - Ref: 231523
 - Site: 15-16 Duke Street, Kington
 - Dev: Replacement 4 windows to the rear of the property
7. To note planning decisions by Herefordshire Council since last meeting
8. Date of next meeting and items for the agenda.

12.6.2023 by

Liz Kelso

Clerk, Kington Town Council

The Old Police Station, Market Hall Street, Kington, HR5 3DP

Tel: 01544 239 098 or Mob: 07483 914 485

Email: clerk@kingtontowncouncil.gov.uk

Members of the public are welcome to attend meetings of the Planning Committee and may, at the discretion of the Chairman, speak on some agenda items. For more information on how you can participate in Committee meetings of Kington Town Council, please speak to the Clerk at the address above.

Minutes of the Planning Committee Meeting

held on Monday 17th April 2023
at the Old Police Station, Market Hall Street, Kington

PRESENT

Cllr. F. Hawkins - Chair
Cllr. J. Cooke
Cllr. E. Rolls
Cllr. R. Widdowson

IN ATTENDANCE

Liz Kelso – Town Clerk
Ruth Robinson – Assistant Clerk

Minute	Agenda item	
Plan-020-23	1	Apologies, declarations of interest and requests for dispensation Apologies were noted from Cllrs. D. Redmayne, E. Banks, and I. Spencer. There were no declarations of interest and no requests for dispensation.
Plan 021-23	2	Minutes of the previous meeting Minutes of the meeting held on 20 th March 2023 were approved and the Chair was authorised to sign the Minutes as a true record of proceedings at that meeting.
Plan 022-23	3	Planning Applications now due for comment <ul style="list-style-type: none">Ref: 230828 Site: Millers House, Hergest Road, Kington Dev: Work to bathroom. Retrospective application Members considered this application and resolved to support the proposed worksRef: 230903 Site: Millers House, Hergest Road, Kington Dev: Repointing all aspects of exterior walls, replacing guttering, downpipes and hoppers with black cast iron as needed Members considered this application and resolved to support the proposed works.Ref: 231039 Site: Kington Police Station, Churchill Road, Kington Dev: Work to trees Members considered this application and had no objections to the proposal but advised that trees need to be checked for nesting birds prior to work commencing.

Plan 023-23 **4** **To note planning decisions by Herefordshire Council since the last meeting**
None noted

Plan 024-23 **5** **Date of next meeting**
The next meeting will be held on Monday 19th June at 6.00pm, due to the elections for the Council in May and the additional bank holiday that month. Applications for consideration during May will be considered at Full Council on 15th May if required. The meeting will take place in the Old Police Station, Market Hall Street, Kington. There were no items raised for the next agenda.

There being no further business, the Chairman declared the meeting closed.

Chairman



Kington Town Council Planning Committee

The Planning Committee is a committee of Kington Town Council and shall operate within the terms of reference set by the full Council.

MEMBERSHIP

1. Membership of the Planning Committee will be *a minimum of 7* (seven) Councillors, including ex officio the Mayor and Deputy Mayors, and with 4 (four) other members to be appointed annually.
2. The quorum for the Committee will be 4 (four).
3. The Chair will be elected at the first meeting of the Committee after Kington Town Council annual meeting.
4. All Councillors may attend and contribute to the meeting, but only those members appointed to the Committee by the Council may vote on resolutions.

OPERATIONS

5. The Planning Committee will act in accordance with the Standing Orders and Financial Regulations adopted annually at the Kington Town Council Annual Meeting.
6. The Planning Committee will meet once a month, or at such other times as may be required to discuss and recommend to the Council on urgent items of business within its remit.
7. The Clerk will undertake any correspondence required.
8. The Agenda will be published, with items to be discussed listed, 3 clear working days in advance of the meeting.
9. Minutes will be taken and distributed with Kington Town Council (KTC) papers and agreed at the next Committee meeting.
10. Members of the Committee may vote on resolutions put to the committee.

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10. Members of the Committee may vote on resolutions put to the committee.

11. All meetings of the Committee shall be open to the public, except that the Committee may resolve to exclude the press and the public to deal with confidential items as permitted by legislation. *For the avoidance of doubt, councillors who attend planning committee meetings but are not members of the committee are considered to be members of the public and must leave the meeting in the event that the meeting resolves to exclude the press and public for any agenda item.*

DELEGATED POWERS AND RESPONSIBILITIES

12. The Planning Committee will review and discuss all planning applications and issues that affect the Kington Town Council area, and those outside of the boundaries of the Town Council area where they may affect or impact on the town council area.
13. The Planning Committee can decide on the Council's response to planning applications and respond to the relevant Planning Authority accordingly.
14. In the case of applications deemed by the Chair of Planning, the Mayor and the Clerk to be contentious, a full Council meeting will be called to discuss and decide on the Council's response.
15. The Planning Committee may nominate speakers to represent Kington Town Council at Herefordshire Council Planning Committees, or those of such other relevant authorities in relation to a planning issue.
16. The Planning Committee also has delegated responsibilities to:
 - a) Take forward work on the Neighbourhood Plan, including liaison with neighbouring Parishes as appropriate
 - b) Comment on License applications