



Members of the Council you are
hereby summoned to attend a meeting of



Kington Town Council

to be held on **Monday 13th January 2020 at 7.00 pm**

at The Old Police Station, Market Hall Street, Kington HR5 3DP
for the purpose of transacting the following business.

Agenda

1. To receive apologies for absence, declarations of interest and requests for dispensation
2. To confirm the Minutes of the meeting held on 2nd December 2019
3. Town Councillor Vacancies
 - a) To note new vacancy to be declared
 - b) To consider applicants for co-option to fill current town councillor vacancy, if any
4. Public participation:
 - a) To receive the police report
 - b) To receive the Ward Councillors Report
 - c) To receive presentation on Walkers are Welcome conference 2020
 - d) To receive questions from members of the public present
5. To note Mayor's report
6. Clerk's Report
7. Financial Matters
 - a) To approve payments as per the attached schedule
 - b) To note next grant round for 2019-20
 - c) To agree the grant for Kington Recreation Ground Trust for 2020-21
 - d) To agree the town council budget for 2020-21
 - e) To agree precept request for 2020-21
 - f) To agree renewal of the Town Council's insurances for the forthcoming year
8. Neighbourhood Development Plan: To consider proposal that the draft Neighbourhood Development Plan be reviewed with a view to ultimate resubmission for referendum
9. To review use of Kington Chronicle to inform members of the public and consider proposal that the purchase of two pages within the Chronicle be continued for a further year.

Kington Town Council

The Old Police Station, Market Hall Street, Kington HR5 3DP
Tel: 01544 239 098 www.kingtontowncouncil.gov.uk

10. Community Asset Transfers
 - a) Update
 - b) To consider quote from solicitor for work associated with the transfer of Crooked Well
- 11.. Planning Matters: To consider response, if any, to application reference 193723 – 32a Bridge Street
12. Reports from Councillors on meetings attended
13. To note reports from Committees
14. To note date and time of next meeting and agree items for the next agenda.

Liz Kelso PSLCC
Clerk, Kington Town Council
Email: clerk@kingtontowncouncil.gov.uk, Tel: 01544 239 098
8.1.2020

Members of the public are welcome to attend meetings of the Town Council and may, at the discretion of the Chairman, speak on some agenda items. For further information on council procedures please speak to the clerk

Kington Town Council
Meeting to be held on 13th January 2020
Schedule of payments to be approved at the meeting

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments made since last meeting							
124	Turnham Green Wood	BACS	Admin - NDP work June 2019		£ 68.60		£ 68.60
125	British Telecom	DD	Admin - Telephone & broadband costs		£ 298.85	£ 59.77	£ 358.62
126	Lloyds Bank plc	DD	Admin - office costs, stationery & postage		£ 63.08	£ 2.17	£ 65.25
138	Npower	DD - 26.11.2019	Rec. Grant - Utilities		£ 6.05		£ 6.05
Payments approved at the last meeting							
127	Kington Art Society	BACS	Grant Awarded	FC 202-19(b)	£ 486.00		£ 486.00
128	Marches Makers Festival	BACS	Grant Awarded	FC 202-19(b)	£ 500.00		£ 500.00
129	Kington Chamber of Trade	BACS	Grant Awarded	FC 202-19(b)	£ 500.00	£ -	£ 500.00
130	Kington Ladies Hockey	BACS	Grant Awarded	FC 202-19(b)	£ 500.00		£ 500.00
Payments for approval at this meeting							
131	IBOSS	BACS	Admin - printing		£ 85.95	£ 17.19	£ 103.14
132	Gareth Evans	BACS	Admin - Churchyard grass cutting		£ 1,704.00		£ 1,704.00
133	Countrywide	BACS	Rec. Grant - grass cutting		£ 295.00	£ 59.00	£ 354.00
134	E. Kelso	BACS	Admin - Office costs (inc. sub)		£ 260.18		£ 260.18
135	HMRC	BACS	Salaries		£ 807.00		£ 807.00
139	WPS	BACS	Admin - Insurances		£ 3,774.55		£ 3,774.55
140	KBS	BACS	Rec. Grant - consumables		£ 63.32	£ 12.66	£ 75.98
141	Lloyds Bank	DD - 16.1.2020	Admin - Office costs (inc. sub)		£ 13.82	£ 2.17	£ 15.99
			Total payments this month excluding salaries		£ 9,412.58	£ 71.66	£ 9,484.24

FOR INFORMATION

Total of payments made through grants received:							
Total of payments made as a grant							
Recreation Ground Trust					£ 301.05	£ 71.66	£ 372.71
Kington Grants					£ 1,986.00		£ 1,986.00

Kington Town Council
Meeting to be held on Monday 13th January 2020
Agenda item 7(d) – Budget Proposals

The Finance and General Purposes Committee met on Monday 6th January to review current expenditure to date and budget proposals for financial year 2020-21.

In reviewing current expenditure and the forecast surplus of income over expenditure for the current financial year, the Finance & General Purposes Committee noted that this has arisen largely as a result of expenditure within the Recreation Ground and green spaces being funded through a grant from the Tarmac Landfill Communities Fund and in part from anticipated expenditure in connection with other projects such as the Communities Asset Transfers not progressing as had been originally planned. It was resolved to recommend to full council that the current earmarked reserve for Kington Recreation Ground Trust be increased by £15,000 to fund future planned work on Recreation Ground Cottage during 2020-21.

The F&GP Committee, after discussion on a line by line basis for all expenditure items, resolved to recommend the attached budget for adoption by Kington Town Council for financial year 2020-21, indicating total planned expenditure of £122,825.00 funded through a precept request of £109,000 plus other income of £2,100 and the remaining expenditure of £11,725.00 being met from reserves.

The recommendation of the F&GP Committee that the precept request for 2020-21 is £109,000 represents a 3.85% increase for Band D equivalent properties over the previous year.

KINGTON TOWN COUNCIL Budget Proposal 2020-21

	Year ended 31.3.2019	Budget 2019-20	to 31.12.2019	Forecast to 31.3.2020	Proposed budget 2020-21	Notes/comments
RECEIPTS						
Precept	£ 90,000.00	£ 103,000.00	£ 103,000.00	£ 103,000.00	£ 109,000.00	
Lengthsman			£ -			
Interest	£ 210.50	£ 75.00	£ 127.06	£ 200.00	£ 100.00	
Other (see note 2)	£ 163.00		£ 27,157.00	£ 34,000.00		
Kington remembers	£ 899.80		£ 400.00	£ 400.00		
Kington remembers (Interest)						
Neighbourhood Plan			£ -			
Income from markets	£ 2,489.45	£ 2,000.00	£ 1,337.00	£ 2,000.00	£ 2,000.00	
Rent	£ 3,955.15	£ -	£ -			
VAT refund	£ 12,934.51	£ -	£ 1,835.00	£ 1,835.00		
Printing / room hire	£ 200.00		£ -			
	£ 110,852.41	£ 105,075.00	£ 133,856.06	£ 141,435.00	£ 111,100.00	
Less: ADMIN EXPENSES (Note 1)						
	£ 107,260.62	£ 104,525.00	£ 69,749.00	£ 100,370.00	£ 122,825.00	
SURPLUS / (DEFICIT) OF INCOME						Funded from reserves
OVER EXPENDITURE	£ 3,591.79	£ 550.00	£ 64,107.06	£ 41,065.00	£ 11,725.00	
General Fund	£ 78,455.18	£ 80,655.18	£ 75,564.46	£ 75,564.46	£ 116,629.46	
GENERAL FUND BALANCE C/F	£ 82,046.97	£ 81,205.18	£ 139,671.52	£ 116,629.46	£ 104,904.46	

	Year ended		Budget 2019-20		To 31.12.2019		Forecast to		Proposed budget	
	31.3.2019		Budget 2019-20		31.3.2020		2020-21			
1. ADMINISTRATIVE EXPENSES										
Staff costs	£	37,608.67	£	40,000.00	£	27,942.00	£	34,000.00	£	44,500.00
Audit fees	£	675.00	£	675.00	£	675.00	£	675.00	£	675.00
Christmas lights	£	5,252.50	£	5,000.00	£	1,889.00	£	5,000.00	£	5,000.00
Churchyard Maintenance	£	1,637.00	£	2,000.00	£	-	£	1,800.00	£	2,500.00
Election Costs	£	-	£	3,200.00	£	-	£	500.00	£	1,000.00
Equipment purchases	£	707.56	£	1,000.00	£	-	£	-	£	500.00
Grants	£	5,000.00	£	5,000.00	£	1,267.00	£	5,000.00	£	5,000.00
Room Hire	£	25.00	£	-	£	-	£	-	£	-
Insurance	£	4,272.21	£	4,500.00	£	-	£	3,800.00	£	4,600.00
Kington in Bloom	£	671.86	£	800.00	£	695.00	£	395.00	£	800.00
Lengthsman/handyman	£	-	£	500.00	£	-	£	-	£	-
Mayors Allowance	£	1,000.00	£	1,000.00	£	1,000.00	£	1,000.00	£	1,000.00
Markets running costs	£	3,035.86	£	1,000.00	£	595.00	£	1,000.00	£	2,000.00
Neighbourhood Plan	£	9,873.77	£	4,000.00	£	-	£	-	£	1,000.00
Office Rental	£	900.00	£	5,000.00	£	223.00	£	1,000.00	£	4,000.00
Community Asset Transfer costs	£	-	£	500.00	£	-	£	-	£	2,500.00
Repairs & Maintenance	£	5,393.27	£	6,000.00	£	3,982.00	£	5,500.00	£	1,000.00
Office Costs	£	356.00	£	150.00	£	-	£	400.00	£	6,000.00
Subscriptions	£	1,257.22	£	1,000.00	£	957.00	£	1,300.00	£	400.00
Telephone/broadband	£	2,500.00	£	2,500.00	£	2,500.00	£	2,500.00	£	1,400.00
Tourist Information Centre	£	245.00	£	250.00	£	30.00	£	100.00	£	2,500.00
Training	£	60.72	£	100.00	£	-	£	-	£	250.00
Travel	£	300.00	£	350.00	£	392.00	£	400.00	£	100.00
Website	£	-	£	-	£	-	£	-	£	350.00
War Memorial	£	2,053.14	£	-	£	-	£	-	£	1,000.00
Kington Remembers	£	24,435.84	£	20,000.00	£	27,602.00	£	35,000.00	£	-
Kington Recreation Ground Grant	£	-	£	-	£	-	£	-	£	34,750.00
VAT	£	-	£	-	£	-	£	-	£	-
TOTAL ADMINISTRATIVE EXPENSES	£	107,260.62	£	104,525.00	£	69,749.00	£	100,370.00	£	122,825.00

	Year to 31.3.2019	Budget 2019-20	to 31.12.2019	Forecast to 31.3.2020	Proposed budget 2020-21
2. OTHER (Income)					
Tarmac Landfill Communities Fund	£ -		£ 27,157.00	£ 34,000.00	£ -
Refund of overpayment	£ -				
Kingdon Chronical	£ 163.00				
Payment from H Art					
Totals	£ 163.00		£ 27,157.00	£ 34,000.00	£ -
3. Grants to the Recreation Ground (payments)					
Running Costs	£ 2,053.42		£ 8,698.60		£ 5,200.00
Maintenance	£ 2,086.73		£ 6,355.00		£ 5,200.00
Salary support	£ 144.00		£ 835.00		£ 6,500.00
Grass cutting	£ 1,622.50		£ 738.00		£ 2,850.00
Cottage maintenance	£ 430.00		£ -		£ 15,000.00
Purchases	£ 13,812.13		£ 10,970.00		
Misc	£ 4,287.06		£ 6.00		
Total	£ 24,435.84	£ 20,000.00	£ 27,602.60	£ 35,000.00	£ 34,750.00

Year to
31.3.2019

Forecast to
31.3.2020

Proposed budget
2020-21

Reserves

Earmarked Reserves:

Churchyard

Makers Festival

Recreation ground

Total earmarked reserves

General Reserve

Total

Tax base

Council tax equivalent per band D property

890.07

115.72

£

£

906.99

120.18

3.85%