



# Kington Town Council

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

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## Minutes of the Town Council Meeting held on Monday 12<sup>th</sup> July 2021 at the Oxford Arms, Duke Street, Kington

### MEMBERS PRESENT

Cllr. R. Widdowson - Chair  
Cllr. R. Banks  
Cllr. T. Bounds  
Cllr. J. Cooke  
Cllr. J. Gardner  
Cllr. F. Hawkins  
Cllr. B. Macleod-Needs (agenda item 5 onwards)  
Cllr. E. Rolls  
Cllr. I. Spencer

### IN ATTENDANCE

Liz Kelso - Clerk  
Tanith Vaughan – Asst. Clerk/GSA  
  
PC Dean Wall – West Mercia Police  
Cllr. T. James, Herefordshire Council Ward Member  
  
4 members of the public

### Agenda

Item	Minute
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|---|--------|---|
| 1 | 109-21 | <b>To note apologies, declarations of interest and requests for dispensation</b><br>Apologies were noted from Cllrs. E. Banks, D. Redmayne, R. MacCurrach, M. Fitton, J. Dennis and P. Edwards. There were no declarations of interest and no requests for dispensation.  |
| 2 | 110-21 | <b>Town Councillor Vacancy</b><br><i>In accordance with Standing Orders, this agenda item was deferred and taken after agenda item 4, Public Participation.</i><br><br>The Clerk reported that as no request for an election to fill the vacancy created by the resignation of Cllr. Tony Bennett had been received by Herefordshire Council's elections office by the designated date, the Town Council may co-opt to fill that vacancy. Two candidates presented themselves for co-option at the meeting and, following a brief presentation by both, a ballot was requested in accordance with the Town Council's Co-option Policy and taken immediately. Following verification |

of the results Cllr. Benjamin Macleod-Needs was confirmed as having achieved a simple majority of votes and declared co-opted to the Town Council. Cllr. Macleod-Needs signed a Declaration of Acceptance of Office in front of the Proper Officer and was welcomed to the Town Council.

**3      111-21      Minutes of Meeting held on 14<sup>th</sup> June 2021**

The Minutes of the meeting held on 14<sup>th</sup> June 2021, having been previously circulated, were agreed and the Chairman authorised to sign the Minutes as a true record of proceedings at that meeting.

**4      112-21      Public Participation**

**a)      Matters raised by members of the public in attendance**

There were no matters raised by members of the public in attendance at the meeting.

**b)      Ward Councillor Report**

Members noted the verbal report from Cllr. James including an update on Herefordshire Council financial matters and issues from the court case relating to Children's Services. It was also noted that planning applications and enforcement action were delayed as a result of staffing shortages within Herefordshire Council's planning department.

A query relating to pollution of the River Lugg was raised following a report by the Wildlife Trust.

It was further noted that there had been no public consultation on bus service provision.

**c)      Police Report**

PC Dean Wall reported on incidents occurring in Kington in recent weeks including the theft of planters from Bridge Street, theft of alcohol from the football ground and anti social behaviour reports. In response to issues raised at the last meeting, it was confirmed that following a telephone call police did attend both incidents and a concern for welfare for the female involved on the same day. It was confirmed that police coverage is for 24 hours a day, 7 days a week and the neighbourhood policing team, consisting of one Police Constable and 2 Community Support Officers are supported at all times by officers from elsewhere in West Mercia Police Region.

A complaint about parking on the High Street and vehicles driving on the pavement to go around parked vehicles was noted.

A new alert system is being piloted by the police which requires a sign up to receive alerts. The Clerk will sign up and pass on information received initially.

- 5      **113-21 Mayor's Report**  
The Mayor's Report as attached to these Minutes, was noted. It was also noted that the Citizens Advice Bureau had decided not to use the Surgery as a base but was still looking for somewhere within the Town.
- 6      **114-21 Clerk's Report**  
The Clerk's report, as attached, was noted.
- 7      **115-21 Financial Matters**  
**Payments**  
Payments totalling £2256.74 (inclusive of VAT) as detailed on the attached schedule, were duly authorised.
- 8      **116-21 Planning Matters**  
It was noted that planning application ref. 210130, Turnpike Cottage development has been withdrawn.  
  
There was nothing further to report on planning enforcement action by Herefordshire Council.
- 9      **117-21 Covid Memorial Benches**  
Members noted an update from the Working Party which would now present their recommendations to the August meeting. A query was raised regarding the budget for this project and the agreement at the last meeting (Minute reference 103-21) was confirmed.
- 10     **118-21 Footpaths Officer Appointment**  
The Clerk reported that following discussions with Herefordshire Council/Balfour Beatty on the lengthsman scheme and footpaths maintenance, it had been recommended by Balfour Beatty that the correct procedure to access support and materials for public rights of way maintenance was for a footpaths officer to be appointed. It was therefore proposed that Kington Walking Hub, who currently operate a footpath maintenance programme, be formally appointed as Footpaths Officer for the Kington Town Area. The resolution was agreed.
- 11     **119-21 Kington in Bloom**  
A report from Cllr. John Dennis on Kington in Bloom was noted. It was agreed to ratify the purchase of hanging baskets and planters to the value of £352.50 and plants to the value of £290.00.
- 12     **120-21 Municipal Gym Equipment**  
Members noted an initial report from the task and finish group for this project which will present recommendations to the meeting to be held in August.



**13      121-21    Queen's Green Canopy**

Members noted the proposals for Herefordshire, to be co-ordinated by the Lord Lieutenant, and were in support of proposals for Kington. Further details are to be available at a later meeting.

**14      107-21    Date and time of next meeting and Items for the agenda**

The next meeting will take place on Monday 2<sup>nd</sup> August at 7.00pm and it was agreed that the Town Council would continue to meet in the Oxford Arms so that members and members of the public in attendance can continue to socially distance if they so wish. The following items were requested for the next agenda in addition to items previously identified:

- Identification of location of defibrillators within the town and proposal to purchase and install additional equipment if thought appropriate
- To consider an additional bench on land owned by the Town Council at Crooked Well
- Christmas Decorations for 2021 and going forward
- Whole Council training dates and provision
- Final proposals for the selection, installation and purchase of covid memorial benches
- Proposal for the purchase and installation of municipal outdoor gym equipment.

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

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Chairman

**Appendix 1**  
**Mayors Report to Council**

**Mayor's Report**

- 1 Diary events reported at the last meeting i.e. Herefordshire Council civic service and High Sheriffs At Home, were postponed following the extension of restrictions related to the Pandemic.
- 2 A new date for the High Sheriff event is September 17<sup>th</sup> but no date has yet been announced for the postponed HC civic service.
- 3 I will be hosting the new High Sheriff, Jo Hilditch, on a visit to the town on 22<sup>nd</sup> October. The visit will be around 2 hours and I would welcome your thoughts on a possible itinerary.
- 4 I accompanied representatives of the Citizens Advice Bureau to meet Katy Edwards, Kington Surgery Business Manager, to discuss the possible location of a regular service offering debt and benefits advice at the surgery.
- 5 Earlier this year I heard about an idea for a prominent sculpture in the town relating to the legend of Black Vaughan as a way of giving Kington a 'town brand'. I met the sculptor Rachel Rickets who had been asked to work up an idea and her idea is **BOOTS. The Walking Hound of Kington**. The proposed sculpture of an enthusiastically striding hound, bronze on a stone plinth, is designed to provide an accessible, media friendly, focal point in Kington town centre. The subject highlights Kington's rich folklore, incorporating the Black Vaughan legend, it's fabled influence on Conan Doyle and the town's position as a centre for walking.
- 6 If the idea gains acceptance a funding appeal will be launched and the proposal is to site it near the museum.

Cllr Bob Widdowson  
Mayor

5<sup>th</sup> July 2021.

## **Appendix 2 Clerk's Report**

### **1. Email Accounts**

At the last meeting you agreed to move to dedicated email accounts for town council work and councillors have been issued with new email addresses with passwords. Whilst some councillors have confirmed that they have set up their new email account, the majority have not. Please note that all email correspondence will switch to the new account within the next few weeks so if you are having difficulty accessing your new account, **please notify the Clerk urgently.**

Members of the public are reminded that the correct address for matters referred to the Town Council is via the clerk at [clerk@kingtontowncouncil.gov.uk](mailto:clerk@kingtontowncouncil.gov.uk).

### **2. Recreation Ground**

Repairs to the toilet block have now been completed and the toilets re-opened.

Urgent repairs to the surface of the children's play area are also to be undertaken shortly under health and safety concerns. This is due to shrinkage of the surface and not any vandalism but does require urgent attention now.

### **3. Transport Strategy Meeting**

As agreed at the May meeting, the Clerk has requested a meeting with Cllr. John Harrington to discuss a transport strategy for Kington and has now received an apology from Cllr. Harrington saying that he was under the misapprehension that the town council were represented at a separate meeting. A meeting date is to be arranged shortly, as previously agreed.

### **4. Cultivation Licence**

As agreed at the May meeting the clerk has begun work on applying for a cultivation licence from Herefordshire Council for the Tavern Roundabout and still awaits information from the group undertaking the work, as required by Herefordshire Council.

### **5. Herefordshire Bid**

Nothing further to report under this item.

### **6. Welcome Back Fund**

As noted at the last meeting Herefordshire Council are applying for government funding under the "Welcome Back Fund" to support return to the High Street. If successful, funds might be available to support the market towns encouraging visitors and shoppers back to



the high street. Herefordshire Council have yet to advise on potential project opportunities for this revenue funding.

Linked to the general subject of covid recovery, Herefordshire Council has produced videos promoting Hereford and, separately, the Market Towns as visitor destinations. The market towns version can be viewed by clicking on the link below:

<https://www.youtube.com/watch?v=GUqDZQDXPiU>

**7. St. Mary's Churchyard**

The Community Payback Team have now started work at St. Mary's Churchyard to supplement the maintenance work that we are required to undertake.

**8. Herefordshire Council Economic Investment Plan for Kington**

Herefordshire Council has advised that the next stage of the Economic Investment Plan for Kington is for the draft plan to be presented to cabinet for discussion, which should take place in September. In the meantime, work is being undertaken on preparing a business case on the proposals identified during the consultation process.

**9. Herefordshire Council Chief Executive Visit to Kington**

Herefordshire Council's new Chief Executive Paul Walker will visit Kington on August 19<sup>th</sup>, accompanied by Ward Councillor Terry James.

**10. Annual Canvas**

Herefordshire Council have started their Annual Canvas when they encourage all households to check their details on the Electoral Register. Posters will be put on notice boards etc. but if anyone asks if the emails they receive from Herefordshire electoral services are genuine, they are!

**11. GDPR/Data Protection Act 2018**

Organisations that process personal data are subject to the General Data Protection Regulations (GDPR) and the Data Protection Act 2018. Under those regulations organisations, including town and parish councils, must register with the Information Commissioners Office on an annual basis and the registration for this year has taken place. Registration is only a small part of obligations under the Act(s) and members are reminded that any project or action needs to be assessed for data protection implications as well as all the other obligations on the town council. Further information is available from the Clerk if required.

**12. Parish Council Summit**

The Clerk attended the Herefordshire Council Parish Council summit which was held online on 25<sup>th</sup> June. Slides from the presentation have already been circulated to Members. A number of points were raised by those in attendance but follow up on notes from the session are still awaited. During the summit it was suggested that parish councils might like to join a "reference group" to take forward a request for consideration of drafting a new Charter between parish councils and Herefordshire Council. If sufficient numbers wish to join, this would be on a locality basis or possibly county-wide. The clerk has requested further information on the level of commitment that may be required for this group but has provisionally signified general support for the proposal.

**13. Easing of Regulations on Social Distancing and Face Coverings**

An announcement has noted the ending of legal restrictions on the use of face coverings and social distancing in favour of personal responsibility with effect from 19<sup>th</sup> July although formal detail is awaited as at the time of writing this report. This suggests that our next Full Council meeting can return to the Old Police Station although Members may have a view about this in an environment when infection rates are rising locally and nationally. Formal guidance from the National Association of Local Councils may be forthcoming shortly



## Kington Town Council

**Schedule of payments approved on 12.7.2021**

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
33	E-on Next	DD - 15.6.2021	Rec. Grant - Utilities		£ 88.44	£ 4.42	£ 92.86
34	HMRC	BACS	Salaries		£ 827.14		£ 827.14
35	Herefordshire Council	BACS	Office Rental		£ 190.00		£ 190.00
36	Gazon Vert	BACS	Rec. Grant - Moss treatment annual		£ 300.00		£ 300.00
37	Countryside	BACS	Rec. Grant - Grass cutting		£ 154.87	£ 30.97	£ 185.84
38	Tracy Protheroe	BACS	Rec. Grant - Repairs to toilet block		£ 130.00		£ 130.00
39	KBS	BACS	Rec. Grant - consumables		£ 89.92	£ 17.98	£ 107.90
40	J&P Turner	BACS	Kington in Bloom		£ 352.50	£ 70.50	£ 423.00
			Total payments this month excluding salaries		£ 2,132.87	£ 123.87	£ 2,256.74

**FOR INFORMATION**

Total of payments made through grants received:						
Total of payments made as a grant						
Recreation Ground Trust						
Kington Town Council Grant Scheme				£ 763.23	£ 53.37	£ 816.60
					£	£