



Kington Town Council

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Minutes of the Town Council Meeting held on Monday 6th September 2021 at the Oxford Arms, Duke Street, Kington

MEMBERS PRESENT

Cllr. R. Widdowson - Chair
Cllr. E. Banks
Cllr. R. Banks
Cllr. J. Cooke
Cllr. M. Fitton
Cllr. J. Gardner
Cllr. F. Hawkins
Cllr. B. Macleod-Needs
Cllr. R. MacCurrach
Cllr. D. Redmayne
Cllr. E. Rolls
Cllr. I. Spencer

IN ATTENDANCE

Liz Kelso - Clerk
Tanith Vaughan – Asst. Clerk/GSA

Cllr. T. James, Herefordshire Council Ward Member

3 members of the public

Agenda

Item	Minute
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1	140-21	To note apologies, declarations of interest and requests for dispensation
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Apologies were noted from Cllrs. T. Bounds and Cllr. P. Edwards. It was resolved to accept the apology from Cllr. Edwards and grant leave of absence for a period not to exceed six months on the grounds that Cllr. Edwards is clinically vulnerable and unable to attend a face to face meeting.

Cllr. Widdowson declared an disclosable pecuniary interest in agenda item 9 relating to the use of the Mayor's allowance. There were no requests for dispensation.

2	141-21	Town Councillor Vacancy
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Members noted the resignation of Cllr. John Dennis due to work commitments and thanked Cllr. Dennis for his efforts on behalf of the Town Council over the past years, wishing him well for the future. The Elections Office of Herefordshire Council has been notified and notices placed on the website and notice boards inviting members

of the public to request an election to fill the vacancy. If no such request is received by the due date, the Town Council may co-opt to fill the vacancy.

3 142-21 Minutes

a) Minutes of the meeting held on 16th August 2021

The Minutes of the meeting held on 16th August 2021, which had been previously circulated, were approved and the Chairman authorised to sign the Minutes as a true record of proceedings at that meeting.

b) Minutes of the meeting held on 2nd August 2021

Subject to an amendment as noted on the Minutes, the Minutes of the meeting held on 2nd August were approved and the Chairman authorised to sign the Minutes as a true record of proceedings at that meeting.

4 143-21 Public Participation

a) Police Report

Members noted that no police attendance was possible due to attending an incident but the Clerk read out a written report from the police on incidents since the last meeting. It was also noted that there was interest in the town to set up a Neighbourhood Watch Scheme which the police would support and members were encouraged to attend the first meeting scheduled for 17th September.

b) Matters raised by members of the public in attendance

Members noted the following matters raised by members of the public in attendance:

- An issue with blocked drains was highlighted. These are being reported to Herefordshire Council but where work is carried out on one drain, another then blocks indicating that the repair is on a single drain basis rather than looking at the linked drains
- A litter pick has been organised by the Chamber of Trade to take place on Sunday 12th September at 11.30am in preparation for the Walking Festival the following week.

c) Ward Councillor Report

Members noted the verbal report from Cllr. James including an update on Herefordshire Council financial matters, highlighting the difficulties created by legal fees relating to children's services. A budget consultation is currently taking place and can be responded to online and includes consideration of further borrowing by Herefordshire Council.

5 144-21 Mayor's Report

Members noted the Mayor's verbal report detailing mayoral engagements during September (to be attended by a Deputy during the Mayor's holiday) including the Dying to Drive event, Herefordshire Mayors Meeting, British Legion Service at the Cathedral, Leominster Mayor Making, Herefordshire Council Civic Service in St.

Mary's Church and the Shrievalty Service at the Cathedral. The Mayor also reported awarding the Christine Forrester Award at the Makers Festival.

6 145-21 Clerk's Report

The Clerk's report, as attached, was noted. In response to a query about the visit of Herefordshire Council's Chief Executive to Kington it was noted that this was a very brief introductory meeting and did not include any issues raised.

7 146-21 Financial Matters

Payments

Payments totalling £6,257.50 (exclusive of VAT) as detailed on the attached schedule, were duly authorised.

8 147-21 Herefordshire Council Budget Consultation

Members noted the Herefordshire Council budget consultation, a copy of which had been supplied. It was agreed that members would submit their own personal comments online and that the Clerk would attend the online consultation on behalf of the Town Council.

9 148-21 Covid Memorial Benches

Cllr. R. Widdowson declared a pecuniary interest in this agenda item and left the room for items (a), (b) and (c). Cllr. E. Banks took the Chair for these items.

a) To rescind resolution 141-21(a)

After consultation with St. Mary's Church and the PPG, partners in the bench project for St. Mary's, it was agreed to rescind the resolution authorising a delay to the bench proposed for St. Mary's Churchyard.

b) Mayor's allowance for 2021/2022

After due consideration, the virement of the budget for the Mayor's Allowance for 2021/2022 of £1,000 to the covid recovery fund, was agreed. Members noted that the Mayor had agreed not to claim the allowance for the current year and that this money be used to offset the cost of the second memorial bench if approved under agenda item 9(d).

c) Anonymous Donation

Members noted the offer of a donation of £1,000 towards the cost of a covid memorial bench; the donor wishing to remain anonymous. It was agreed to accept the donation with thanks to the donor.

Cllr. R. Widdowson returned to the meeting.

d) Purchase of second covid memorial bench

After due consideration, it was agreed to purchase a second covid memorial bench of the type and design as agreed for the Recreation Ground under resolution 141/21(b) at a cost of £3,000 to be sited in St. Mary's Churchyard. The bench would

be funded from the covid memorial budget, taking into consideration the adjustments to that budget as agreed above.

- 10 149-21 Tree work in St. Mary's Churchyard**
It was noted that a total of 5 contractors have been approached for quotations for the removal of two dead trees in St. Mary's churchyard plus the disposal of ivy which has been removed from memorials and the walls around the churchyard. Despite efforts, only one quotation has been received from a contractor with the appropriate licencing and it was therefore agreed to accept that quotation for a total of £700.00 for this work.
- 11 150-21 Kington Recreation Ground Trust**
There was nothing to report under this agenda item.
- 12 151-21 Municipal Gym Equipment**
Members noted an update report from the task and finish group for this project. It was noted that funding bodies would require evidence of need and it was suggested that discussions should take place between the group and Halo Leisure Centre and Cloud 9 and some concern was expressed about the impact on the Leisure Centre in particular from this project. A further report is expected at the next meeting.
- 13 152-21 Queen's Platinum Jubilee**
A meeting of the working group established to consider plans for this event is yet to take place. A further report will be made at the next meeting.
- 14 153-21 Reports from Committees**
Members noted the report from the planning committee meeting held on 16th August 2021.
- 15 154-21 Items for the next agenda**
The following items were identified for the next meeting in addition to those items noted within these minutes:
- Design of banners for use as part of the Christmas decorations
 - Community Asset Transfers
 - Transport Strategy
- 16 155-21 Date and time of next meeting**
The next meeting will take place at 7.00pm on Monday 4th October 2021. Venue to be confirmed.

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

Chairman

Appendix 1

Meeting held on Monday 6th September 2021

Agenda item 5 - Clerk's Report

This report identifies activities of the Clerk since the last meeting other than those addressed elsewhere on the agenda or addressed by other Members as part of their report.

1. Transport Strategy Meeting

As previously noted the Mayor, two deputies and Clerk met with Cllr. John Harrington to discuss a transport strategy for Kington. During that meeting Cllr. Harrington advised that Covid Recovery Funding is to be used to provide free bus transport on weekends shortly and this funding will be extended to provide a service for a limited period at weekends where currently there is no service, suggesting new, if temporary, bus provision for Kington at weekends. It was also noted that Herefordshire Council have commissioned consultants to review the county-wide bus provision and the consultants would approach the market towns as part of their consultation.

Discussions also included the implications of the Economic Development Plan proposals (to be considered by Herefordshire Council this month), car park provision within the town and how this relates to planning matters. The potential transfer of the car parks under a community asset transfer was also touched upon although no formal proposals were considered.

It was agreed that a further meeting would be arranged with Herefordshire Council officers to both co-ordinate activities arising out of the economic development plan and linking this with a transport strategy for the town.

2. 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.

3. Herefordshire Council Economic Investment Plan for Kington

As noted at the last meeting 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.

5. Community Asset Transfers

The Mayor, deputies and clerk attended a remote meeting with Herefordshire Council aimed at re-establishing the potential for transferring assets to the town council under a Community Asset Transfer, subject of course to agreement. The initial meeting established that the town council may be willing to consider this subject (earlier discussions having been stalled in part through Covid) and a subsequent meeting was set up with the relevant cabinet member and officers for 31st August. However, that meeting had to be rescheduled due to technical difficulties and will now take place on 20th September.

During the initial meeting Herefordshire Council were reminded that the Town Council had agreed to take responsibility for Crooked Well Meadow as a community asset prior to covid but the contract, when received, was incorrect so was returned to Herefordshire Council. We therefore await receipt of the corrected version to take this forward.

6. Talk Community

Prior to covid, a preliminary discussion was held to consider the setting up of a talk community hub in Kington but plans did not continue following the outbreak of the pandemic. Herefordshire Council would like to re-open the discussions on this and are proposing a visit to Kington to explain what Talk Community is all about. Members are welcome to join this and dates will be circulated in due course.

Herefordshire Council Chief Executive Visit to Kington

Herefordshire Council's new Chief Executive Paul Walker visited Kington on August 19th, accompanied by Ward Councillor Terry James and met briefly with the Mayor and deputies.

6. Parish Council Reference Group

As noted at the last meeting, the Clerk was to attend a Parish Council reference group established by Herefordshire Council to take forward a request for consideration of drafting a new Charter between parish councils and Herefordshire Council. The first meeting of the group took place in August but on a date when the Clerk was unable to attend. Notes from the meeting indicate that s106 agreements were discussed and draft terms of reference for the group drawn up. The next meeting is to take place in October.

7. Defibrillator proposals

At the July meeting it was agreed that the council would review the location and accessibility of defibrillators around the town, including those installed by and managed by private organisations, with a view to considering whether further equipment should be considered. That work is ongoing but not yet completed so will be presented to a later meeting of the town council.

8. Insurance

The Town Council has received a rebate of £90.41 from insurers as a no claims rebate.

9. External Audit

The external audit has now been completed by auditors with no matters raised by the auditors which they feel should be reported to Council. A conclusion of audit notice will be prepared and uploaded to the website and notice boards in due course.

Kington Town Council
Schedule of payments to be approved on 6.9.2021

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
51	Lloyds Bank	DD - 16.8.2021	Admin - office costs		£ 67.05	£ 2.98	£ 70.03
52	HMRC	BACS	Salaries - August 2021		£ 827.34		£ 827.34
53	Herefordshire Council	BACS	Office Rental - September		£ 190.00		£ 190.00
54	PEAC Finance	DD - 8.8.2021	Admin - Copier Rental		£ 163.40	£ 32.68	£ 196.08
55	BOSS	BACS	Admin - printing & copying charges		£ 10.79	£ 2.16	£ 12.95
56	Amazon EU	BACS	Admin - Copier paper		£ 23.74	£ 4.75	£ 28.49
57	Amazon EU	BACS	Admin - Copier paper		£ 23.74	£ 4.75	£ 28.49
58	KBS	BACS	Rec. Grant - consumables		£ 50.22	£ 10.05	£ 60.27
59	Lite Ltd.	BACS	Admin - Christmas Lights rental deposit	FC - 133-21	£ 3,643.79	£ 728.76	£ 4,372.55
60	J&P Turner	BACS	Admin - Kington in Bloom	FC - 119-21	£ 289.16	£ 57.83	£ 346.99
61	Kenny Stephenson Tree Care	BACS	Rec. Grant - emergency tree work		£ 750.00		£ 750.00
62	Mrs. F. White	BACS	Rec. Grant - Annual safety inspection		£ 63.40		£ 63.40
63	Countrywide	BACS	Rec. Grant - Grass Cutting		£ 154.87	£ 30.97	£ 185.84
							£ -
							£ -
			Total payments this month excluding salaries		£ 6,257.50	£ 874.93	£ 7,132.43

FOR INFORMATION

Total of payments made through grants received:						
Total of payments made as a grant						
Recreation Ground Trust				£ 1,018.49	£ 41.02	£ 1,059.51
Kington Town Council Grant Scheme						£ -