



# 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 4<sup>th</sup> October 2021 at the Oxford Arms, Duke Street, Kington

### MEMBERS PRESENT

Cllr. R. Widdowson - Chair

Cllr. E. Banks

Cllr. R. Banks

Cllr. T. Bounds

Cllr. J. Cooke

Cllr. M. Fitton

Cllr. J. Gardner

Cllr. F. Hawkins

Cllr. R. MacCurrach

Cllr. D. Redmayne

Cllr. E. Rolls

Cllr. I Spencer

### IN ATTENDANCE

Liz Kelso - Clerk

T. Vaughan – Asst. Clerk

Cllr. T. James, Herefordshire Council Ward Member

PC Dean Wall – West Mercia Police

5 members of the public

### Agenda

Item	Minute
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1	156-21	<b>To note apologies, declarations of interest and requests for dispensation</b>
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Apologies were noted from Cllrs. P. Edwards and B. Macleod-Needs. There no declarations of interest and no requests for dispensation.

2	157-21	<b>Minutes of the meeting held on 6<sup>th</sup> September 2021</b>
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The Minutes of the meeting held on 6<sup>th</sup> September 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.

3	158-21	<b>Public Participation</b>
	a)	<b>Police Report</b>

PC Dean Wall presented the police report, outlining two incidents occurring in September which are currently under investigation. Members also noted that speed enforcement activities are planned for Kington later in the month.

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

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

- Concern was expressed about the fatal accident which occurred on the bypass and in particular that four public rights of way cross the by pass in the immediate vicinity and on a bend in the road which obscures visibility. It was suggested that this be raised with the Highways Department with particular reference to using signage or diverting the public rights of way so that crossing is at a safer location.
- There has been a noticeable increase in the amount of dog faeces on the High Street which is unpleasant for residents and visitors to the town. It was agreed that this would be an agenda item for the next meeting.

**c) Ward Councillor Report**

Members noted the verbal report from Cllr. James including an update on staffing at Herefordshire Council, the recruitment of director level posts and the difficulty in recruiting qualified planning officers which has led to a backlog in planning applications.

**4 159-21 Mayor's Report**

Members noted the Mayor's report detailing mayoral engagements during October as attached to these Minutes. It was also noted that the date of the Kington Gives Thanks Service has been changed to 11<sup>th</sup> December to allow for the delivery of the bench in the churchyard.

**5 160-21 Clerk's Report**

The Clerk's report, as attached, was noted.

**6 161-21 Reports from Councillors on meetings attended**

Deputy Mayor Cllr. Martin Fitton reported on two events attended on behalf of the Town Council:

- Centenary Evensong by the Royal British Legion at Hereford Cathedral
- Dying to Drive Event in Leominster

Cllr. Richard Banks reported on a charitable event hosted by the High Sheriff. He also reported on the inaugural meeting of the Neighbourhood Watch scheme which had been held recently and was well attended by residents and supported by the police.

**7 162-21 Financial Matters**

**a) Payments**

Payments totalling £7,222.03 (inclusive of VAT) as detailed on the attached schedule, were duly authorised.



**b) External funding opportunities**

The Clerk outlined two funding opportunities available through Herefordshire Council for covid recovery projects as outlined in the briefing document. Noting the very short timescales for applying for funding and delivering the completed projects and after some debate, the following projects were agreed to be put forward, based upon consultation conducted as preparation for Herefordshire Council's Economic Development Plan for Kington:

- Welcome Back Fund:
  - Christmas decorations, including infrastructure for future events – budget £15,000
  - Marketing activities for future festivals and events – budget £5,000
- Great Places to Visit Fund:
  - Shop Front Grant Scheme – budget £75,000
  - Town Greening including planters – budget £10,000
  - Rights of Way improvements - £5,000

**c) Election of Financial Examiner**

There being no volunteers for this role, this agenda item was deferred to the next meeting.

**8 163-21 Christmas Decorations**

Members noted the report from Cllr. Richard Banks on progress by the working group and in particular the difficulties encountered in obtaining permission from Balfour Beatty Living Places on behalf of Herefordshire Council to place lightweight banners on a total of 15 lamp posts. Despite many requests for assistance over several months, the matter is unresolved. However, work is continuing to design banners for the display.

**9 164-21 Covid Memorial Benches**

It was noted that the contract for the two benches has now been signed and returned to the designer with the churchyard bench requested as a priority for delivery in time for the Kington Gives Thanks service in December.

**10 165-21 Defibrillator**

It was agreed to purchase a new cabinet for the defibrillator installed at the Market Hall at a cost of £585.00 as the existing cabinet is in a poor state of repair.

**11 166-21 Planning Matters – s106 “wish list”**

Following a request from Herefordshire Council for an indication of preferred projects that might be funded through a s106 agreement for larger developments within town, members noted the recommendation of the Planning Committee and agreed to submit the document to Herefordshire Council for consideration.

- 12      167-21    **Community Asset Transfers**
- a)    **Report from working party**  
    A report from the working party on Community Asset Transfers on a meeting with Herefordshire Council was noted which highlighted a change in policy by Herefordshire Council on asset transfers, preferring a lease to a freehold transfer. Further information is expected from Herefordshire but the group also noted discussions on the transfer of Crooked Well Meadow which had been delayed by the pandemic.
- b)    **Car Parks**  
    A letter from Cllr. John Harrington of Herefordshire Council on car parks was noted which included a suggestion that Herefordshire Council may introduce car park charges throughout their owned car parks in Kington and suggested that the Town Council might wish to consider taking over responsibility for the car parks. It was agreed that further information on the running costs of the car parks would be needed before any decision could be made on any transfer to the town council and in the meantime it should be put forward to Herefordshire Council that any proposed introduction of charges would be strongly objected to by the Town Council, particularly at a time when visitors and shoppers were being encouraged to return to the High Street.
- 13      168-21    **Municipal Gym Equipment**
- a)    **Report from Task and Finish Group**  
    Members noted a report from the Task and Finish Group on progress which included an indicative quote from a supplier to indicate the range of equipment available and the potential cost of supply and installation. Herefordshire Green Spaces grant funding has been identified as a possible funding source for such equipment although the application deadline is short.
- b)    **Project Proposal**  
    After due consideration, it was agreed that, subject to the successful receipt of external funding through a Herefordshire Green Spaces Grant, the project to procure and install adult outdoor gym equipment be approved at a budget cost of not more than £15,000. It was further noted that this approval is subject to compliance with the Town Council's financial regulations with regard to tendering.
- c)    **Application for external funding**  
    It was agreed that the Clerk be hereby authorised to apply for a grant of £10,000 towards the cost of the supply and installation of adult outdoor gym equipment as agreed above.
- 14      169-21    **Queen's Platinum Jubilee**
- a)    **Working party report**  
    A meeting of the working group established to consider plans for this event will take place later this month and a report submitted to the next meeting.



**b) Tree Planting for Queen's Green Canopy**

Cllr. Elizabeth Banks presented a proposal for planting trees under the Queen's Green Canopy project at the two entry points to Hergest Ridge at Bage Lane and Ridgebourne Road. After due consideration, it was agreed to proceed with the planning as a joint project with the parish of Kington Rural. Councillors E. Banks, J. Cooke and R. MacCurrach for the Town Council plus E. Rolls representing Kington Rural would form the working party to progress this.

**15 170-21 Reports from Committees**

Members noted the following reports from committees:

- Planning Committee meeting held on 20<sup>th</sup> September 2021, and
- Environment Committee meeting held on 20<sup>th</sup> September 2021

**16 171-21 Items for the next agenda**

The following items were identified for the next meeting in addition to those items noted within these minutes:

- Safety issues along the A44 by-pass
- Open Arms Kington – a presentation by a community group
- Queen's Green Canopy

**17 172-21 Date and time of next meeting**

The next meeting will take place at 7.00pm on Monday 1<sup>st</sup> November 2021. Venue to be confirmed.

There being no further business, the meeting was declared closed at 20.50.

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Chairman

## **Appendix 1**

### **Kington Town Council meeting 4<sup>th</sup> October 2021**

#### **Agenda item 4 - Mayor's Report**

- 1 I attended Herefordshire Council's Annual Civic Service which was held at St. Mary's in Kington on September 26<sup>th</sup>. It was attended by the Lord Lieutenant, the High Sheriff and invited guests from the community in Kington.
- 2 October 7<sup>th</sup>: Annual meeting of Services for Independent Living which provides care and support services in Herefordshire
- 3 October 15<sup>th</sup>: Herefordshire Shrievalty Service at Hereford Cathedral
- 4 October 22<sup>nd</sup>: 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 will be arranging for her to meet representatives of some of Kington's community groups.
- 5 18<sup>th</sup> October : Provisional date for the for the first meeting of the liaison group for the Queen's Platinum Jubilee commemoration in 2022.
- 6 October 29<sup>th</sup>: Welcoming visitors at the Walkers are Welcome reception at the Burton Hotel.
- 7 November 6<sup>th</sup>: Kington Gives Thanks service at St. Mary's to remember and celebrate the lives lost since the start of the covid pandemic, It will also mark the commissioning by Kington Town Council of the bench to be installed in the Garden of Remembrance.

Cllr Bob Widdowson  
Mayor

28<sup>th</sup> September 2021.

## **Appendix 2**

### **Kington Town Council meeting held 4<sup>th</sup> October 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 and includes some items which are for information.

**1. 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 and it is now scheduled for October. A copy of the latest draft plan is now available.

**2. The Old Police Station**

Members will be aware that this building is owned by Herefordshire Council but may be the subject of a community asset transfer proposal. Since the last meeting an electrical inspection has taken place by the landlords and the electrical distribution unit found to need replacing with the effect that some offices were without power for some time. The Town Council office was not affected.

An enhanced cleaning of the common areas has now been introduced by Herefordshire Council with door handles being sanitised every 48 hours. The Clerk has requested that the landlords consider installation of a hand sanitiser unit in the entrance hall.

**3. Parish Council Budget Consultation**

As reported at the last meeting the Clerk attended Herefordshire Council's budget consultation for town and parish councils where it was reported that the financial situation of Herefordshire Council was not as dire as reported last year. During the consultation those present were asked for their views on borrowing by Herefordshire Council and about priorities for services such as preventative measures. It was confirmed that some funding may be available through the lengthsman scheme for the forthcoming year.

**4. Precept**

The second half of the precept payment for 2021-22, being £56,000 was received by the Town Council on 17<sup>th</sup> September.

**5. Parish Council Summit**

The Clerk attended the Parish Council summit held remotely on 14<sup>th</sup> September. Services for Children and Young People was the main theme of the event when the results of a county-wide survey of young people were shared. Parishes were asked to consider involving young people and provision of services for young people within their parish although very rural parishes noted lack of facilities and lack of appropriately qualified volunteers as barriers to working with young people. Slides from the presentation have now been made available to Members.



6. **Talk Community**

A small group of councillors attended a presentation in the Old Police Station on Friday 24<sup>th</sup> September on Talk Community Hubs. The Talk Community Development Officer from Herefordshire Council is to pursue some suggestions about the possibility of setting up a talk community hub in Kington.

7. **Balfour Beatty Locality Steward**

Just so that everyone is aware, our locality steward Lara Edwards has now left Balfour Beatty and we have a new locality steward, Paul Hunter. Paul was formerly the locality steward for the Bromyard area so is not new to BBLP. I have invited him to a meeting but he is unable to attend evening meetings. He has, however, offered to undertake a "parish walk" with members of the town council to familiarise himself with the area and identify issues of concern. If members would like to take part in this activity, please let the Clerk know urgently.

8. **Town Councillor Vacancy**

The opportunity for members of the public to request an election to fill the casual vacancy created by the resignation of Cllr. John Dennis ends on 30<sup>th</sup> September so at the time of writing, it is not yet known if an election has been requested.

9. **Transport Strategy**

In response to our request from Herefordshire Council for work on a transport strategy for Kington, the Clerk has had an initial discussion with Herefordshire Council officers about how this might be delivered. Balfour Beatty undertake the work on behalf of Herefordshire Council which includes reviewing traffic flow data, public transport, parking and planning and developments planned or envisaged in the Core Strategy as well as consultations with the town council, local residents, businesses and other stakeholders, including the Ward Member. All other market towns now have a transport strategy with the work funded through the Balfour Beatty Annual Plan.

As a first stage, consideration is going to be given as to whether this can be funded to at least start during this financial year or in 2022-23 and further information and a plan of action will be forthcoming once this is known. The transport strategy for the other market towns is available online. Please contact the Clerk if you would like a link to the relevant site(s).

10. **Churchyard**

As previously agreed, dead trees in the Churchyard have been removed, ivy which has been removed from walls and memorials has been disposed of and the compost bins have been emptied in recent days. The bins themselves are still in situ as further discussion is needed to consider where materials removed from the site are left. This will be discussed further at the next Environment Committee.



**Kington Town Council**  
**Schedule of payments to be approved on 4.10.2021**

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
66	Lloyds Bank	DD - 16.9.2021	Admin - office costs		£ 461.89	£ 90.31	£ 552.20
67	E-On Next	DD - 1.10.2021	Rec. Grant - Utilities		£ 68.57	£ 3.43	£ 72.00
68	BT	DD - 10.9.2021	Telephones & broadband		£ 186.79	£ 37.35	£ 224.14
69	HMRC	BACS	Salaries - September 2021		£ 827.14		£ 827.14
70	Herefordshire Council	BACS	Office Rental - October		£ 190.00		£ 190.00
71	Countrywide	BACS	Rec. Grant - Grass cutting		£ 154.87	£ 30.97	£ 185.84
72	KBS	BACS	Rec. Grant - Consumables		£ 88.75	£ 17.75	£ 106.50
73	PKF Littlejohn LLP	BACS	External Audit fee		£ 400.00	£ 80.00	£ 480.00
74	A. Vickerstaff	BACS	Mid Border News		£ 250.00		£ 250.00
75	Amazon EU	BACS	Rec. Grant - replacement leaf blower		£ 175.17	£ 35.04	£ 210.21
76	Rialtas Business Solutions	BACS	Software Support		£ 25.00	£ 5.00	£ 30.00
77	Newport First Responders	BACS	Defibrillator parts		£ 344.00		£ 344.00
78	Ambrose Burne	BACS	Covid Response - Bench deposit		£ 3,000.00		£ 3,000.00
79	Nicholas Paul Tranter	BACS	Tree work in Churchyard		£ 700.00		£ 700.00
80	T. Protheroe	BACS	Repairs to Toilet Block - Rec. Ground		£ 50.00		£ 50.00
							£ -
							£ -
			Total payments this month excluding salaries		£ 6,922.18	£ 299.85	£ 7,222.03

**FOR INFORMATION**

Total of payments made through grants received:			
Total of payments made as a grant			
Recreation Ground Trust			
Kington Town Council Grant Scheme			
	£ 537.36	£ 87.19	£ 624.55
			£ -