



# 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 6<sup>th</sup> March 2023 at the Old Police Station, Market Hall Street, Kington

### MEMBERS PRESENT

Cllr. D. Redmayne – Chair  
Cllr. J. Cooke  
Cllr. M. Fitton  
Cllr. E. Rolls  
Cllr. P. Sell  
Cllr. I. Spencer  
Cllr. R. Warne  
Cllr. R. Widdowson

### IN ATTENDANCE

Liz Kelso – Town Clerk  
Ruth Robinson – Assistant Clerk  
  
Cllr. T. James – Ward Councillor, Hfds. Council  
  
5 members of the public

### Agenda

Item	Minute
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- |   |        |  |
|---|--------|--|
| 1 | 038-23 | <b>To note apologies, declarations of interest and requests for dispensation</b><br>Apologies were noted from Cllrs. E. Banks, R Banks, F. Hawkins, J. Gardner and B. Macleod-Needs. There were no declarations of interest and no requests for dispensation.                                |
| 2 | 039-23 | <b>Minutes</b><br>The Minutes of the meeting held on 6 <sup>th</sup> February 2023, having been previously circulated, were adopted after an amendment to a typographical error. The Chair authorised to sign on behalf of the Town Council as a true record of proceedings at that meeting. |
| 3 | 040-23 | <b>Public Participation</b>  |
|   | a)     | <b>Police Report</b><br>A representative from West Mercia Police was unable to attend the meeting but a written report was read out by the Clerk and noted by Members.   |

Members agreed that policing priorities should remain as before, being speeding traffic and anti social behaviour.

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

A member of the public raised concerns that yet again an apparent malfunction of the numberplate recognition system at the Co-op is resulting in customers being charged for using the car park even when they have not overstayed the limit of 3 hours for parking. Although refunds can be claimed some residents, particularly elderly and vulnerable, are not aware of the process for doing so. It was agreed that the Co-op be asked to attend a meeting of the Town Council later in the year.

A query was also raised about the expected delivery date for the proposed pedestrian crossing opposite the Primary School. This is to be investigated further but believed to be due shortly.

**c) Ward Councillor Report**

Members noted the report from the Ward Councillor concentrating in particular on the report into Children's Services and the impact of claims against Herefordshire Council on the budget and levels of reserves and Council Tax demands for residents of the county.

**4      041-23    Mayor's Report**

The Mayor's report as attached to these Minutes was noted.

**5      042-23    Clerk's Report**

The Clerk's report as attached was noted.

**6      043-23    Financial Matters**

**a)    Payments now due**

Payments totalling £4,159.95, (inclusive of VAT where payable) as attached to these Minutes were approved.

**b)    Payments on behalf of Kington Recreation Ground Trust**

Members noted and agreed a verbal request from Kington Recreation Ground Trust for purchases to be made from the grant awarded to the Trust from the Town Council totalling £7,846.00 in respect of repairs to benches and tables in the Recreation Ground, refurbishment of the memorial gates and changes to the grass cutting contract.

**7      044-23    Fly, Walking Dog of Kington**

Members noted that permission to install has now been formally granted and work will commence shortly. The statue will be formally handed over to the Town Council later this month with a formal unveiling planned for June.

**8      045-23    Operation of the Markets in Kington**

The clerk explained that the operation of the Friday and Saturday markets in Kington is a function of the Town Council in accordance with the Market Operators Licence

granted to Kington Town Council in 2015 with day to day running of the markets being delegated to a voluntary markets group under a service level agreement entered into some years ago. The operation is covered by the Town Council insurances including employer liability insurance (covering the volunteers), property insurances and liability insurances. In 2018 it had been noted that the Market Operators Licence issued in 2015 had incorrectly stated that the Market Hall building was owned by the Town Council but confirmation had been given at that time that the operation of the market in accordance with the Licence was not affected as this was an issue relating to the use of the building rather than the right to operate markets in Kington. After discussions in 2018 and 2019, the Town Council and Herefordshire Council had agreed that a Licence to Occupy would be drafted to regularise the use of the Market Hall following which the Market Operators Licence would be amended. Although some considerable work had taken place in 2019, no final document was available for agreement by the Town Council when the country went into lockdown for covid and there has been no document forthcoming from Herefordshire Council since then albeit they were aware that markets had recommenced once restrictions were lifted.

In recent weeks however a Herefordshire Council officer has questioned the operation of the market in accordance with the Licence and despite being directed to refer questions to the Town Council, had corresponded with the voluntary group directly excluding the Town Council from that correspondence and had sent an email stating that the Market Operators Licence was invalid, contrary to the previous advice, and the Kington market operations were the “responsibility of Herefordshire Council”.

After some discussion, it was agreed that the Clerk, Mayor and Deputies be authorised to enter into discussions with Herefordshire Council Property Services Team on this matter and that a representative from the Chamber of Trade be invited to join those discussions in recognition of the importance of the market to the Town business community. It was further agreed to lodge a formal complaint with Herefordshire Council into the actions of the officer from Property Services for exceeding Herefordshire Council’s authority in attempting to take over part of the Town Council business and for the distress and confusion caused to the voluntary group in the statements made to them about responsibility for the work they carry out on behalf of the Town Council.

**9        046-23    Midborder News**

It was agreed to renew the agreement with Midborder News for two pages to be dedicated to news from the Town Council at a cost of £300.00 per issue, each issue to be produced quarterly.

**10       047-23    May 2023 Elections**

Members noted the report from the Clerk on procedures for the elections to be held in May

- 11      048-23      St. Mary's Church, Kington**  
Members noted that the current vicar, Ben Griffiths, is leaving St. Mary's Church to move to another parish and that procedures within the Church may mean that it will be some months before a replacement is found. It was agreed that the Mayor write on behalf of the Town Council to thank Rev. Griffiths for his service to the town.
- It was further noted that a service is planned in celebration of the coronation of King Charles III on Sunday 7<sup>th</sup> May at 4pm.
- 12      049-23      Donation to Kington Recreation Ground Trust**  
Members noted with thanks a donation of £500 to Kington Recreation Ground Trust received from the organisers of the Fireworks at the Recreation Ground.
- 13      050-23      Market Towns Maintenance Funding**  
As was reported last month, costings for work under the Market Towns Maintenance Funding have now been received from Balfour Beatty Living Places and Herefordshire Council. The main proposal is for the resurfacing of the highway and pavements to be extended as previously discussed although initial indications on pricing suggests a potential for a cost which is slightly more than the budget. It was agreed that the steering group review this with BBLP and Herefordshire Council with a view to either reducing the scope of the work to within budget or investigating if additional funding can be made available.
- 14      051-23      Kington Transport Matters**  
**a)      Kington Transport Study**  
Members noted that the agreed additional meeting scheduled for 20<sup>th</sup> February had been cancelled as the consultants working on behalf of Herefordshire Council were not ready to submit their consultation material to the Town Council. Subsequently consultants have indicated that they have received advice suggesting that the consultation be moved to a date after the forthcoming elections.
- b)      Car Park Charges**  
Noting that charges for parking in Herefordshire Council owned car parks were increasing across the county in line with inflation, concern was expressed that the quoted charges for an annual season ticket for the Mill Street car park for daytime and evening use appear to be increasing substantially above the rate of inflation from £240 p.a. to £437 p.a. The Clerk was instructed to write to Herefordshire Council to ask how the charge has been calculated and why such a large increase is planned.
- 15      052-23      Impact of the cost of living crisis on Kington**  
It was noted that a cost of living event will be held at the market on Friday 21<sup>st</sup> April, hosted by Talk Community, which will provide advice and guidance for residents on the cost of living crisis, a uniform swap etc. Demand on the food bank is increasing and nationally demand for non-food items such as animal food, toiletries, nappies etc. has been noted.

It was confirmed that Markwick Hall is providing a warm space for residents of the housing association.

**16      053-23    Reports from Committees**

The following reports from Committees were noted:

- a) Planning Committee held on 6<sup>th</sup> February 2023
- b) Services Committee held on 6<sup>th</sup> February was inquorate although those present heard a presentation from Dementia Matters on steps necessary to become a dementia friendly town

**17      054-23    Reports from Councillors**

There was nothing further to note under this agenda item.

**18      055-23    Next meeting**

There will be a short additional ordinary meeting on Monday 27<sup>th</sup> March to approve any final invoices for payment during this financial year. Otherwise, the next full meeting of the Town Council will take place on Monday 3<sup>rd</sup> April 2023 at 7.00pm in the Old Police Station.

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

**1. Fly The Dog**

With all of the paperwork finally sorted, there is movement on Fly. He will be installed on Monday 20<sup>th</sup> March and, in a fairly low-key ceremony, a hand-over to the council will take place on Tuesday 21<sup>st</sup> March at a time yet to be confirmed.

This hand-over will not be publicised by the Town Council to avoid any pre-election restrictions but will be dealt with by Marcher's Makers. Fly will be handed over to me as Mayor on behalf of the town and council. We feel comfortable that no pre-election period rules are infringed since any council involvement was well before the cut-off.

There will be a second, much grander event on June 21<sup>st</sup> to which the new council and new mayor will be invited to take a bigger role. At the same time, it's proposed that the maquette will be sold by sealed bid and the monies raised to be donated to our school's art department – a really generous gesture on the part of the artist. The maquette is the model prior to casting and is unique.

**2. Recession impact on Kington High Street**

I have been approached by two individuals who are seeking to set up businesses on the High Street – clearly positive. In both cases, I've directed them to the Chamber of Commerce for advice.

Also heard that one of the businesses leaving the High Street may well be back but situated a little further out towards Sunset.

**3. Council Open Morning.**

Disappointing turn out for the KTC Open Morning two weeks ago. However, since then 3 people have expressed an interest in standing for council – they felt that the Open Morning “wasn't for them” !! Again, I have spent time encouraging them to take the next steps and contact our Town Clerk to get further information.

Please can I ask that all councillors, regardless of future plans, ask around for those people who would be good candidates but maybe feel “they'd not be any good” and so on!

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 only.

**1. Code of Conduct Statement of Financial Interests**

Members are reminded that any change in matters reported in the Statement of Financial Interests must be notified to the Monitoring Officer within 28 days of the change. Failure to do so could, in some circumstances, incur criminal penalties. If you are unsure whether you need to include something on the form, please check with the Monitoring Officer or ask the Clerk. Copies of your existing form/declaration can be obtained from the Clerk.

**2. Electric Vehicle Charging Points**

The Clerk has been led to believe that funding obtained by Herefordshire Council may be put to the installation of two new electric vehicle charging points in Kington. It is not clear whether or if the Town Council are to be consulted on the location.

**3. Civic Awards**

A reminder that the deadline for submission of a nomination for a Civic Award is 31<sup>st</sup> March. Nomination forms are available from the Clerk or can be downloaded from the Town Council website. Please pass this on to anyone who might like to submit a nomination in either of the public categories for this award.

**4. Kington Markets**

This item was addressed under a separate agenda item. Minute reference 045-23 above.

**Kington Town Council**  
**Schedule of payments approved on 6th March 2023**

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
<b>Payments made since the last meeting</b>							
206	Lloyds Bank	DD - 16.2.23	Credit Card charges		£ 76.58	£ 6.15	£ 82.73
							£ -
							£ -
							£ -
<b>Payments now due</b>							
207	Herefordshire Council	BACS	Office rent - March		£ 190.00		£ 190.00
208	Amazon EU	BACS	Stationery		£ 3.00	£ 0.60	£ 3.60
209	Amazon EU	BACS	Stationery		£ 8.69	£ 1.75	£ 10.44
210	Kington Building Supplies	BACS	Rec Grant - consumables		£ 52.34	£ 10.47	£ 62.81
211	Amazon EU	BACS	Stationery		£ 13.17	£ 2.64	£ 15.81
212	Mayglothing	BACS	Rec Grant - toilet repairs		£ 95.00	£ 19.00	£ 114.00
213	HMRC	BACS	Tax & NI on February salaries		£ 1,127.53		£ 1,127.53
214	E. Kelso	BACS	SLCC subscription & expenses		£ 250.86		£ 250.86
	Countryside Grounds						
215	Maintenance	BACS	Grass cutting - Recreation Ground		£ 171.59	£ 34.32	£ 205.91
216	BT	DD - 13.3.2023	Telephone & broadband		£ 348.59	£ 69.71	£ 418.30
217	Amazon EU	BACS	Office equipment		£ 21.15	£ 4.23	£ 25.38
218	Amazon EU	BACS	Office Equipment		£ 16.65	£ 3.33	£ 19.98
219	R. Robinson	BACS	Travel expenses		£ 17.60		£ 17.60
220	D. Beck	BACS	Rec Grant - Cottage repairs		£ 1,615.00		£ 1,615.00
			Total payments this month excluding salaries		£ 4,007.75	£ 152.20	£ 4,159.95

**INFORMATION**

<b>made through grants received:</b>							
<b>Payments made as a grant</b>							
	Rec Grant				£ 1,933.93	£ 63.79	£ 1,997.72
							£ -
							£ -
	<b>Salaries (net) - February 2023</b>				£ 2,917.53		£ 2,917.53