KINGTON
HEREFORDSHIRE

Kington Town Council

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Minutes of the Town Council Meeting held on Monday 9th September 2024 at the Old Police Station, Market Hall Street, Kington

MEMBERS PRESENT

Cllr. P. Sell - Chair
Cllr. E. Banks
Cllr. B. Bishop
Cllr. N. Cornish
Cllr. M. Fitton
Cllr. J. Gardner
Cllr. E. Rolls
Cllr. R. Widdowson
Cllr. M. Woolford

IN ATTENDANCE

Liz Kelso – Town Clerk

2 members of the public
1 member of the press
Cllr. T. James – Ward Councillor, Herefordshire Council
1 representative from West Mercia Police

Agenda Item	Minute	
1	136-24	**To note apologies for absence, declarations of interest and requests for dispensation** Apologies were noted from Cllrs. R. Banks, T. Bounds, A. Dixon, & K. Greig. Cllr. P. Sell declared a personal interest in agenda item 6(e) – community grants - as a member of Kington Pollinators and agenda 8 – Churchyard Matters – as a member of the PCC. Cllr. J. Gardner declared an interest in agenda item 6(e) – community grants – as a director of Open Arms Kington. There were no requests for dispensation.
2	137-24	**Minutes**
	a)	**Minutes of the meeting held on 1st July 2024** The Minutes of the meeting held on 1st July, 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) **Meeting held 22nd July 2024**

The Minutes of the meeting held on 22nd July, which had been previously circulated, were approved and the Chairman authorised to sign the minutes as a true record of proceedings at that meeting.

3 138-24 Public Participation

a) **Police Matters**

PC Emma Turberfield introduced herself, outlining the report on police activity recently, including responding to incidents of domestic violence locally, criminal damage at the golf club, anti social behaviour, a neighbour dispute and incident with a dog.

Discussing policing priorities, it was agreed that these should be parking issues, speeding vehicles particularly in the evening and anti social behaviour within the town.

It was further agreed to consider further a proposal to introduce 20mph speed limit within the town at the next full council meeting.

b) **Ward Councillor Report**

Members noted the verbal report from the Ward Councillor including comment about the poor state of the public toilets in Kington, owned by Herefordshire Council. It was also noted that the proposed meeting with Herefordshire Council legal department regarding legal costs associated with the Crooked Well transfer had not yet been set up.

Members also noted the possible impact of changes regarding bus operations by Local Authorities.

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

Members noted comments from a member of the public on issues relating to a property at Lower Cross which is due to be sold at auction at the end of September. The property is subject to planning enforcement action by Herefordshire Council and the owners are believed to have donated funds towards improving the visual impact of the building although it was noted that any work may require planning and listed building consent.

4 139-24 Mayor's Report

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

5 140-24 Clerk's Report

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

6 141-24 Financial Matters

a) Payments

Payments, as attached to these Minutes, were approved

b) Receipts since the last meeting

Receipts totalling £1,129.20 since the last meeting were noted.

c) Public Rights of Way Funding

The Clerk reported that the application for funding to support Public Rights of Way work had been agreed by Herefordshire Council. However as the Town Council is not a member of the Lengthsman Scheme, this funding will be provided in the form of goods and equipment rather than as a cash grant. The Footpaths Officer will request items as required.

d) Revised Financial Regulations

The recommendation of the Finance, Personnel and General Purposes Committee adopting revised Financial Regulations was agreed unanimously.

e) Community Grants

Members considered applications for a community grant and agreed those as listed on the attached schedule subject to the usual terms and conditions in accordance with the Town Council's community grant policy.

f) Expenditure on behalf of Kington Recreation Ground Trust

The following items of expenditure on behalf of Kington Recreation Ground Trust were approved:

- £2,000.00 in respect of legal costs associated with the transfer of Crooked Well meadow from Herefordshire Council to the Recreation Ground Trust, subject to agreed conditions
- Up to £500.00 for repairs to the base of a swing
- Up to £2,000.00 for work in connection with the cottage

7 142-24 Planning Matters

a) Planning Applications

- Ref: 240759
  Site: Land off Crabtree Road
  Dev: Proposed erection of terrace of 4, 2-bed dwellings

  Members considered the revised plans for this application and resolved that the comments previously submitted should be reiterated on the grounds that the revised layout does not resolve the issue of isolating the Wesleyan Chapel which

would prevent any attempts at maintenance or development. Members agreed that they would support any proposal at delisting the Chapel to support development.

- Ref: 242019
  Site: Land at Newburn Farm, Kington
  Dev: Proposed erection of five dwellings in lieu of an extant Class Q permission, phosphate credit bank and ancillary works

  Noting that this development is an amendment to existing permitted development of agricultural buildings into dwellings, members resolved to object to the proposals on the grounds that the access is considered too narrow for the inevitable vehicle access to the site, notwithstanding that parking provision in inadequate for the volume of dwellings proposed. Concern was also expressed at the re-siting of the solar panels and drainage provision particularly given the steep slope to the river which would lead to potential contamination of the water course.

b) Consultation by HM Government on revisions to the National Planning Policy Framework

It was agreed that authority be delegated to the Planning and Environment Committee to consider whether it appropriate to submit comments on this consultation,

c) Protection of the burgage walls in Kington

Cllrs. E. Rolls and P. Sell have discussed with Herefordshire Council's heritage conservation officer the potential of protection of historic burgage walls in Kington particularly in the light of recent examples of planning consents which have permitted alteration or destruction of the walls. A meeting is to be arranged and it was agreed that Cllrs. E. Rolls, P Sell and E. Banks be authorised to meet with Herefordshire Council to discuss this further and report back to a later meeting.

8 143-24 Churchyard Matters

a) Lime Tree Removal

Members noted that a lime tree in the Churchyard dropped a large branch last month and upon inspection was found to be rotten requiring emergency felling on on health and safety grounds. Emergency work totalling £1,608.00 to clear the road and make the area safe was ratified and proposals to fell the tree at a cost of £2,925.00 were agreed. Cllr. Sell, having declared an interest in this agenda item as a member of the PCC, abstained from the vote.

b) **Lych Gate Repairs**

Inspection of the Lych Gate has revealed that repairs are required to the downpipe on the Lych Gate. Given the listed building status of this building, a specialist report has been obtained and a quotation of £2,907.50 (excl. VAT) provided for the required work. Agreement of the Diocesan Office in Hereford will be required for this work but subject to that agreement, Members agreed to accept the quotation for the work required.

9 144-24 Social Media Project

It was noted that attempts to find a suitable contractor to deliver this project was proving particularly difficult. It was therefore agreed that resolution reference 060-24 be amended and that work begin on the project by council staff.

10 145-24 Notice Boards

It was agreed that the notice boards on the outside of the Market Hall be refurbished at an estimated cost of £1,000.00.

11 146-24 Support for Welsh Guards Memorial Walk

Members noted a requests for support for a Welsh Guards Memorial Walk taking place in June 2025. Options for accommodation have been requested and it was agreed that the Clerk liaise with the group with a view to finding suitable accommodation for the night. It was further agreed that the group should be formally welcomed to Kington on the day.

12 147-24 Council and Committee meeting dates

After some discussion, it was agreed that with effect from October 2024 full council meetings would move to the third Monday of the month, starting at 6.00pm. It was further agreed that committee meetings would take place on the first Monday of each month and that meetings of the council as trustee for Kington Recreation Ground Trust would move to every other month, immediately after the Planning and Environment Committee. These moves would reduce the impact of bank holidays on full council meetings and ensure that appropriate time is allowed for Recreation Ground Trust meetings when required. The Clerk will issue a revised meeting schedule for all members.

13 148-24 Meeting with Herefordshire Council

It was agreed that the Town Council should meet with Herefordshire Council's Leader, Cllr. Jonathan Lester and Chief Executive Paul Walker in November. An additional full council meeting will be convened to enable sufficient time for Herefordshire Council to set out their proposed vision for the authority but also to ensure there is sufficient time for agenda items proposed by Kington. This will be convened as a full council meeting with members of the public invited to attend as usual.

14 149-24 **Herefordshire Council Local Cycle and Walking Infrastructure Plan consultation**

Members noted this consultation and the efforts of the Clerk to obtain access to the consultation feedback tool, without success. It was resolved to respond to Herefordshire Council that it was impossible for this Town Council to access the information in order to make a meaningful response on behalf of the Town.

15 150-24 **Awayday**

Members noted that as previously agreed, a training/awayday has been arranged for all councillors and council staff on Saturday 19th October 2024. Topics to be covered were agreed.

16 151-24 **Mayoral Robes**

The Mayor noted that Kington is the only Market Town not to have Mayoral Robes in Herefordshire and proposed an option at no cost to the Town to rectify this. It was agreed to defer a decision on this agenda item to a later date.

17 152-24 **Herefordshire Destination Management Plan**

After due consideration, it was resolved that the Town Council were unable to respond to the consultation on priorities for the Herefordshire Destination Management Plan. The Clerk was instructed to pass this on to the Herefordshire BID accordingly.

18 153-24 **Councillor Training**

It was agreed that Cllr. M. Woolford be authorised to attend a training seminar on planning matters provided by Mulberry Local Authority Services Ltd. at a cost of £60.00.

19 154-24 **Reports from Committees**

The following reports from committees were noted:

- Planning & Environment Committee held 15th July 2024
- Finance, Personnel & General Purposes committee held on 15th July 2024

20 155-24 **Reports from Councillors**

There were no reports from Councillors although a query was raised about a proposal for an additional defibrillator funding for which was to be arranged by the Chamber of Trade.

A Healthy Heart event at Open Arms Kington was also noted.

21 156-24 Next meeting

The next meeting will take place on Monday 21st October 2024 at 6.00pm in the Old Police Station, Market Hall Street. It was agreed that a proposal to support a 20mph speed limit through the town would be included on the agenda for that meeting.

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

KINGTON TOWN COUNCIL
Meeting held on Monday 9th September 2024
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 only.

1. **Councillor Resignation**

   Councillors may be aware that Cllr. Ruth Warne resigned on 1st August after moving out of Herefordshire to be nearer family. Notices have been placed on noticeboards inviting members of the public to request an election. If no valid request is received by the Elections Office at Herefordshire Council before 2nd September, the town council will be free to co-opt to fill the vacancy.

2. **Parish Council Summit**

   Herefordshire Council will be holding an in-person parish summit on Tuesday 8th October at 17.30 – 20.30 in Plough Lane, Hereford. Places are limited and need to be booked. Please speak to the Clerk about booking a place.

3. **Data Protection Registration**

   Like many organisations, town and parish councils are required to register with the Information Commissioner's Office on an annual basis. The Town Council registration has been renewed for a further year with effect from 12th August.

4. **Place de Marines scaffolding**

   Herefordshire Council has confirmed authority for fixing artwork to the hoarding at the Place de Marines with the proviso that the artwork is not in any way offensive.

5. **Electric Vehicle Charging Points**

   Members may recall that last year the town council submitted comments on proposals for additional electric vehicle charging points in the Mill Street car park. At the time, concerns were raised that the proposed installation would make it difficult for the breast screening unit to use the site and we suggested an alternative location at the other end of the town, or perhaps the car park at the Coop, might be more appropriate. Earlier this month residents and businesses near to the Mill Street car park received notification that the charging points installation was to proceed but following a request for clarification, and objections from nearby businesses, the Clerk has been advised that plans are being revised.

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Mayor's Report September 2024

Since my Mayor's report in June 2024, I have undertaken a number of engagement and activities as summarised below.

- 18/7 Attended the High Sherif's Summer Party at Brinsop Court.
- 15/8 Conducted the Clerk's Annual Appraisal , in partnership with Cllr R Banks
- 16/8 Met with Cllr Rolls to discuss matters related to our burgage walls.

Correspondence:

Wrote to Hereford Council to open up a discussion about getting the burgage walls listed as items of historical significance. As a result , we have been invited to meet with the newly appointed Heritage Officer at Hereford County records Office.

Received a reply following the letter I sent to the CEO of Stonewater expressing concerns over development and exploring possible future plans. Contents will be discussed at the Council Meeting 9/924

Mayoral Robes.

Since taking up office, I have been aware that Kington is seen very much seen as the poor relation of the market town group. We may be the smallest of the 5 market towns, but there is no reason we should not have big ambition and be able to celebrate what we have here in style.
To that end, I would like to explore the possibility of acquiring a set of robes for the Mayor to wear of Civic occasions, as set out in guidance on such matters.
Should Councillors agree to the principle that we do proceed with this matter, I shall bear the cost myself and bequeath such robes to the town when I cease to be Mayor.

Philip J G Sell
Mayor of Kington

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Kington Town Council

Schedule of payments approved on 9th September 2024

Voucher #	Payee	Payment type:	Detail		Minute Ref.	Net	VAT	Total Payment
Payments made since the last meeting								
78	EE	DD - 12.8.2024	Mobile phone charges			£ 21.58	£ 4.32	£ 25.90
79	Lloyds bank	DD - 16.8.2024	Credit card (Ink, business waste, fee)			£ 121.39	£ 3.08	£ 124.47
80	Acer Tree Services	BACS	Removal of fallen tree			£ 1,608.00	£ 321.60	£ 1,929.60
Payments now due								£ -
81	Arrow Plant	BACS	Rec Grant - Hire of Jet Washer			£ 63.36	£ 12.67	£ 76.03
82	Countrywide	BACS	Rec Grant - Grass cutting (2 months)			£ 1,440.00	£ 288.00	£ 1,728.00
83	J&P Turner	BACS	Planter maintenance (July & August)			£ 1,100.00	£ 220.00	£ 1,320.00
84	KBS	BACS	Rec Grant - Consumables			£ 119.00	£ 23.80	£ 142.80
85	Herefordshire Council	BACS	Office Rental - September			£ 190.00		£ 190.00
86	Amazon Business	BACS	Stationery			£ 10.98	£ 2.20	£ 13.18
87	HMRC	BACS	Tax & NI on August salaries			£ 745.19		£ 745.19
88	Mayglothling	BACS	Rec Grant - Maintenance			£ 202.00	£ 40.40	£ 242.40
89	BT	DD - 10.9.2024	Telephone & broadband			£ 271.65	£ 54.33	£ 325.98
90	BOSS	BACS	Printing & copying			£ 130.67	£ 26.14	£ 156.81
91	A. Vickerstaff	BACS	MidBorder News			£ 300.00		£ 300.00
92	Gareth Evans	BACS	Churchyard Grass cutting			£ 160.00		£ 160.00
93	Kington Walks	BACS	Sponsorship of walk		FC 134-24	£ 25.00		£ 25.00
94	Vision ICT	BACS	Biennial fee for .gov.uk domain renewal			£ 65.00	£ 13.00	£ 78.00
95	Lloyds bank	DD - 16.9.2024	Credit card (ink, fee)			£ 18.41	£ 3.08	£ 21.49
96	Kington Walks	BACS	Community Grant		FC 141-24-e	£ 360.00		£ 360.00
97	Kington Museum	BACS	Community Grant		FC 141-24-e	£ 250.00		£ 250.00
98	Kington Pollinators	BACS	Community Grant		FC 141-24-e	£ 250.00		£ 250.00
99	Kington Chamber of Trade	BACS	Community Grant		FC 141-24-e	£ 750.00		£ 750.00
100	Kington Community Choir	BACS	Community Grant		FC 141-24-e	£ 500.00		£ 500.00
101	Open Arms Kington	BACS	Community Grant		FC 141-24-e	£ 500.00		£ 500.00
			Total payments this month excl. salaries			**£ 9,202.23**	**£ 1,012.62**	**£ 10,214.85**

FOR INFORMATION

Total of payments made through grants received:								
Total of payments made as a grant								
	Rec Grant					£ 1,824.36	£ 364.87	£ 2,189.23
	Community Grant payments					£ 2,610.00		£ 2,610.00
								£ -
Total paid as salaries (net) - August 2024								£ 3,482.90

Kington Town Council
Grant Applications 2024-5
First round – autumn 2024
Schedule of grant Applications

Organisation	Amount requested	Activity to be funded	Agreed Offer	Payment reference
Kington Walks	£360.00	First aid kits to support guided walks	£360.00	096-408438953
Kington Museum & History Centre	£250.00	Conservation sleeves & document folders to preserve papers & photographs	£250.00	097-617891693
Kington Pollinators	£250.00	Second wildlife survey & advice on wildlife management	£250.00	098-t.b.c.
Kington Chamber of Trade	£750.00	Support for Winter Food Festival including music, minibus hire & drivers for park & ride, signage and portaloos	£750.00	099-313140633
Kington Community Choir	£500.00	Purchase of music	£500.00	100-590605602
Open Arms Kington	£500	Community taster activities	£500.00	101-

Total budget available this year:	**£5,000.00**
Total committed to date:	**£0**
Total requested, as above:	£ 2,610.00
Total for year	£
Budget remaining	£2,390.00