



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 21st October 2024 at the Old Police Station, Market Hall Street, Kington

MEMBERS PRESENT

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

IN ATTENDANCE

Liz Kelso – Town Clerk

1 member of the press
3 members of the public
Cllr. T. James – Ward Councillor, Herefordshire
Council

Agenda

Item	Minute	
		To note apologies for absence, declarations of interest and requests for dispensation
1	157-24	Apologies were noted from Cllrs. E. Banks, T. Bounds, & K. Greig. Cllr. Woolford declared a personal interest in agenda item 7(b) in connection with comments on a licensing application for the Swan Hotel, Church Street.
2	158-24	Minutes The Minutes of the meeting held on 9 th September 2024, which had been previously circulated, were approved and the Chairman authorised to sign the minutes as a true record of proceedings at that meeting.

- 3 159-24 Public Participation**
- a) Police Matters**
A representative from West Mercia Police was not in attendance but an email report was read out by the Clerk with only one incident of theft from a garden to report since the last meeting. Members also noted successful police surgeries held in Kington in recent weeks.
- 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.
- Cllr. James also reported that county councils and unitary authorities are being encouraged to work with other areas by the Government in areas such as transportation as part of the governments devolution plans.
- Given Herefordshire's lower debt levels than some councils some reprioritising of plans is being proposed.
- c) Matters raised by members of the public in attendance**
Members noted comments from a member of the public that a revised location for the additional electric vehicle charging points has been proposed after comments submitted to Herefordshire Council.
- A report to the Chamber of Trade about the poor state of the town generally was also noted
- 4 160-24 Mayor's Report**
The Mayor's report, as attached to these Minutes, was noted.
- 5 161-24 Clerk's Report**
The Clerk's report, as attached to these Minutes, was noted.
- 6 162-24 Financial Matters**
- a) Payments**
Payments, as attached to these Minutes, were approved
- b) Application for community grant**
Members were supportive of an application for a grant of £200.00 towards the costs of providing a Christmas Lunch in Kington for residents. It was noted that the

application was from an individual so contrary to the town council's grant policy and authorised the clerk to discuss how the support could be provided in accordance with the policy up to a maximum amount of £200.00

c) External audit report

As Chair of the Finance and General Purposes Committee, Cllr. Richard Banks presented the final report from external auditors PKF Littlejohn, noting that work was underway to address the issues raised by the report and this was being monitored by the F&GP committee. Members noted the report and raised no further questions or comments.

d) Buildings Revaluation

The recommendation of insurers for the revaluation of buildings for insurance purposes at a cost of £90.00 (+VAT) was noted and agreed.

7 163-24 Planning Matters

a) Planning Applications

- Ref: 240969
Site: Arrow Mills, Island Terrace, Kington
Dev: Proposed to reuse an old timber frame building by moving it onto the site of an old chicken shed, to create a single story café building with outdoor seating at J&P Turner
Comments: Members considered this application and resolved to support the proposed development.
- Ref: 242359
Site: Land at 1 Waterloo road, Kington
Dev: Siting of a mobile food fending van & associated landscaping
Comments: After due consideration, members resolved to submit concerns that the information provided was insufficient to support the application. It was unclear how vehicle movements would be managed, no information on the visual aspects of the site or proposed business and a lack of provision for toilets.
- Ref: 2422248
Site: Kington Primary School, Mill Street, Kington
Dev: Proposed remodel and extension to provide a hygiene room an physio room together with improvements to internal circulation to provide for children with special educational needs to access mainstream education.
Comment: Members resolved to support this application.

b) Licensing Matters

- The Old Picture House, 46 Bridge Street, Kington
To add sale/supply of alcohol (consumption on premises) Monday – Sunday
12.00 – 23.00 to existing license for films (indoors), live music (indoors)
Members had no objections to the proposal
- The Swan Hotel, Church Street, Kington
To extend the hours for licensed activities
It was noted that the proposed amendments to the license would bring the premises into line with other premises in Kington. Members offered no objections to the proposal.
Members noted that having declared an interest in this license application, Cllr. Martin Woolford did not take part in discussion or vote on this matter.

8 164-24 Defibrillator

Noting that the existing defibrillator on the Market Hall was no longer working and it was not suitable for repair, it was agreed that this equipment would be replaced urgently. It was further noted that a request had been made some time ago for an additional defibrillator on or close to the Masonic Hall in Headbrook. It was therefore agreed that authority be delegated to the Clerk to purchase two defibrillators and one additional cabinet for these locations at a maximum price not to exceed £3,760.00 to include installation costs for the second unit.

9 165-24 Remembrance Sunday

Members were reminded that the Remembrance Sunday service this year is to be held at St Mary's Church at 10.00am on Sunday 10th November and would be followed by the parade to the War Memorial at 10.45am for the laying of wreaths at 11.00am. Attendance by Councillors will be required at this event.

10 166-24 Christmas Lights

Members noted that the Christmas Lights Switch on event would take place on Wednesday 27th November with a steam tractor run through town, Santa's grotto, refreshments and the switch on at 7pm. Those able to help on the night were asked to contact the Clerk and a brief meeting for volunteers will be held a few days before the event.

11 167-24 Request for Traffic Calming

A request for traffic calming was noted and considered in conjunction with a proposal to consider a request for a 20mph limit in the centre of the town. Noting that a universal 20mph limit in Wales had not proved particularly popular or successful, it was agreed to investigate this further with a view to establish feasibility and costs. In the meantime the Clerk was instructed to investigate options that

might be available for traffic calming and to again request a copy of the Transport Survey carried out by Herefordshire Council some two years ago now.

- 12 168-24 Consultation on polling districts, places and stations**
It was noted that Herefordshire Council are currently conducting a consultation on polling districts, places and stations with no changes proposed for Kington. It was agreed that no changes would be requested.
- 13 169-24 Management of Public Rights of Way**
Herefordshire Council has changed the management of public rights of way in Herefordshire and in particular has changed the way Footpaths Officers, traditionally appointed by town and parish councils, are managed and utilised. After due consideration it was agreed that the system appears to work for Kington and our Footpaths officer and no comments would be submitted to Herefordshire Council on these proposals.
- 14 170-24 Mayoral Robes**
The Mayor explained that he has been given mayoral robes by a former mayor of another authority so at no cost to the Town or Town Council. After due consideration it was agreed that the Mayor be authorised to wear an approved set of robes as well as the official chain of office when attending official events and ceremonies. Such events may include, though not exclusively, civic ceremonies such as Remembrance Day parades, D Day Commemoration events, Armed Forces Day events, flag raising and other events within the town where a request is made for the Mayor to attend and wear robes.
- 15 171-24 Legal Advice**
It was resolved to authorise the Clerk to obtain specialist legal advice on behalf of Kington Recreation Ground Trust in relation to the Trust Deed establishing the Trust.
- 16 172-24 Councillor Training/Awayday**
Cllr. Woolford gave a verbal report on the awayday held on Saturday 19th October at which a number of items were discussed with a view to bringing items forward for discussion in a full council meeting at a later date. Notes will be provided but it was stressed that any decisions potentially arising out of items raised on the the day would need to be brought to a full council meeting.
- 17 173-24 Reports from Committees**
The following reports from committees were noted:
- Planning & Environment Committee held 7th October 2024
 - Finance, Personnel & General Purposes committee held on 30th September 2024

18 174-24 Reports from Councillors

During this agenda item the following items were raised:

- Reports of a homeless person sleeping in the Place de Marines. A report is to be made to Herefordshire Council's homeless support team
- The Fire Brigade's Fireworks event will take place at the Recreation Ground on Saturday 26th October
- Concern was expressed that nearly one year after the accident at the Market Hall, Herefordshire Council has not yet completed repairs resulting in a poor image of the town for visitors
- The Marches Makers Festival will not take place in 2025 but will return in 2026
- A request for sweeping of the narrow lanes within the town by Balfour Beatty has not yet been carried out resulting in a wet and slippery surface
- Concern was expressed at the poor state of the Toll House by the Headbrook roundabout although it was noted that this is in Lyonshall Parish.

19 175-24 Next meeting

The next meeting will take place on Monday 18th November 2024 at 6.00pm in the Old Police Station, Market Hall Street. It was agreed that flooding and the provision of sandbags would be an agenda item for that meeting.

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



Mayor's Report October, 2024

- 9th September Attended LHS Foundress' Day as Guest Speaker on theme of Community
- 8th October Attended, together with Cllr Woolford, the Mayors' meeting at Plough Lane and heard outline of plans /challenges facing Hereford Council in a talk from Paul CEO
- Later that evening, together with Cllr Fitton, I attended the Parish Council Summit, also at Plough Lane. This was Chaired by the Leader of Hereford Council. There were presentations about Services, Adult Services the proposed Parish Charter and Public Rights of Way.
- 9th October The Deputy Mayor and I met to discuss the 'away day' and future plans.
- 11th October Cllr E Banks, Cllr Rolls and I paid a visit to the County Archive and Records centre (CARC) in Rotherwas to discuss the listing of our Burgage Walls. The County Heritage Officer, and two other senior staff were present and received our request with enthusiasm. They also revealed that they were planning a series of historical surveys and mapping in areas across the county. That morning they agreed to START the process with a focus on KINGTON. This will, involve a series of visits and meetings with nominated representatives. More details will follow once they have fully established a plan
- 13th October I attended the Shrievalty Service (Choral Evensong) and reception at Hereford Cathedral.
- 19th October We had a very successful and productive 'away morning' at the Burton Hotel. Thanks to those who came and to the Clerk for booking the venue.

Philip J G Sell
Mayor of Kington

Kington Town Council

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KINGTON TOWN COUNCIL

Meeting held on Monday 21st October 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 Vacancies

There are currently two vacancies for the role of town councillor. These vacancies have been advertised and no valid request has been received by the Elections Office at Herefordshire Council so the town council is now free to co-opt to fill the vacancy. Further notices have now been placed on notice boards and the town council website. If members are aware of anyone who might be interested in this role, please ask the individual to contact the Clerk as some checks are required before the individual can present themselves for co-option.

2. Meeting with Herefordshire Council

At the meeting held on 9th September it was agreed to convene an extraordinary meeting to which Herefordshire Council's Leader and Chief Executive Officer would be invited. That meeting was subsequently agreed for November 25th. However, at a recent Mayors meeting attended by the Mayor and Deputy Mayor, it was suggested that a more informal meeting would be more appropriate. It has also come to light that November 25th is not now suitable for some councillors due to other commitments. A new date is therefore to be arranged.

3. VE Day 2025

8th May 2025 marks the 80th anniversary of the end of war in Europe. Many towns and parishes are marking that day, which falls on a Thursday, with special events. If members would like to consider this further, please let the Clerk know so that it can be added to the agenda for the next meeting.

4. Social Media

In April, council resolved to engage a contractor to set up, maintain and monitor a facebook page for the Town Council (resolution 60/2024). As reported at the last meeting (Minute reference 144/2024), it has proved impossible to find a contractor who is able to undertake this work so it was agreed that council staff will start this project. There has been no further progress on this since the last meeting due to other commitments.

5. Electric Vehicle Charging Points

It was reported at the last meeting that proposals for electric vehicle charging points in the Mill Street car park were being revised following objections to the initial proposals from local businesses and residents. Revised proposals have now been provided which will see the charging points moved to a location which is not immediately outside the NFU building windows.

Kington Town Council
Schedule of payments approved on 21st October 2024

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments made since the last meeting							
104	EE	DD - 12.9.2024	Mobile phone charges		£ 21.58	£ 4.32	£ 25.90
105	EE	DD - 12.10.2024	Mobile phone charges		£ 21.58	£ 4.32	£ 25.90
106	Lloyds bank	DD - 16.9.2024	Credit card (lnk, fee)		£ 18.41	£ 3.08	£ 21.49
107	Unity Bank plc	DD - 30.9.2024	Bank charges (Kington Remembers)		£ 18.00		£ 18.00
108	Unity Bank plc	DD - 30.9.2024	Bank Charges (current account)		£ 26.40		£ 26.40
109	E-On Next	DD - 24.9.2024	Rec Grant: Utilities		£ 117.02	£ 5.85	£ 122.87
110	Acer Tree Services	BACS	Emergency tree work - Churchyard		£ 2,925.00	£ 585.00	£ 3,510.00
111	Top Trade Services	BACS	Rec Grant - EPC Certificate		£ 70.00		£ 70.00
Payments now due							
112	Herefordshire Council	BACS	Office Rental (July)		£ 190.00		£ 190.00
113	Herefordshire Council	BACS	Office Rental (October)		£ 190.00		£ 190.00
114	Gareth Evans	BACS	Churchyard Grass Cutting		£ 160.00		£ 160.00
115	Amazon business	BACS	Rec Grant - Smoke Detectors for cottage		£ 47.23	£ 9.46	£ 56.69
116	Amazon business	BACS	Stationery		£ 9.52	£ 1.91	£ 11.43
117	Amazon business	BACS	Stationery		£ 61.81	£ 12.37	£ 74.18
118	PKF Littlejohn	BACS	External audit fee		£ 420.00	£ 84.00	£ 504.00
119	Amazon business	BACS	Stationery		£ 24.41	£ 4.90	£ 29.31
120	Kington Building Supplies	BACS	Rec Grant - Padlock		£ 28.90	£ 5.78	£ 34.68
121	Countryside Grounds Maint.	BACS	Rec Grant - Grass cutting		£ 720.00	£ 144.00	£ 864.00
122	Border Office Supplies	BACS	Copying Charges		£ 48.73	£ 9.75	£ 58.48
123	HMRC	BACS	Taz & Ill on Sept. salaries		£ 745.19		£ 745.19
124	Lite Ltd.	BACS	Christmas Lights - 1st Instalment		£ 2,332.50	£ 466.50	£ 2,799.00
125	KBS	BACS	Rec Grant - Consumables		£ 58.71	£ 5.14	£ 63.85
126	Unity Bank	DD - 31.10.2024	Bank charges - current account		£ 9.45		£ 9.45
127	Unity Bank	DD - 31.10.2024	Bank charges - Kington Remembers		£ 2.40		£ 2.40
128	Herefordshire Council	BACS	Office Rental - November		£ 190.00		£ 190.00
129	J&P Turner	BACS	Plantermaintenance - September		£ 550.00	£ 110.00	£ 660.00
130	Lloyds Bank	DD - 16.10.2024	Credit card (lnk, software, signs)		£ 173.28	£ 34.06	£ 207.34
131	Wallgate Limited	BACS	Rec Grant - Handwash unit replacement (part)		£ 7,939.50		£ 7,939.50
			Total payments this month excl. salaries		£ 17,119.62	£ 1,490.44	£ 18,610.06

FOR INFORMATION

[illegible]