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|  | **Kington Town Council**  Email: [clerk@kingtontowncouncil.gov.uk](mailto:clerk@kingtontowncouncil.gov.uk)  Web site: [www.kingtontowncouncil.gov.uk](http://www.kingtontowncouncil.gov.uk)    **Minutes of the Planning & Environment Committee Meeting**  held on Monday 3rd March 2025  at the Old Police Station, Market Hall Street, Kington |  |

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| **PRESENT** | **IN ATTENDANCE** |
| Cllr. M. Woolford - Chair |  |
| Cllr. E. Banks | Liz Kelso – Town Clerk |
| Cllr. B. Bishop | Ruth Robinson – Assistant Clerk |
| Cllr. N. Cornish |  |
| Cllr. E. Rolls |  |
| Cllr. P. Sell |  |
| Cllr. R. Widdowson |  |

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| **Minute** | **Agenda item** |  |
| **P&E 10/25** | **1** | **Apologies, Declarations of Interest and Requests for Dispensation** |
|  |  | Apologies were noted from Cllrs. T. Bounds and M. Fitton. Declarations of interest (non pecuniary) were noted from Cllrs. N. Cornish, M. Woolford and P. Sell on the grounds that all live within the immediate area of the proposed development. There were no requests for dispensation. |
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| **P&E 11/25** | **2** | **Minutes of the previous meetings** |
|  |  | Minutes of the meeting held on 10th February 2025 were approved and the Chair was authorised to sign the Minutes as a true record of proceedings at that meeting |
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| **P&E 12/25** | **3** | **Planning & Licensing Matters** |
|  | **3.1** | **Applications now due for consideration** |
|  |  | There were no planning applications now due for consideration |
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|  | **3.2** | **Planning decisions by Herefordshire Council since the last meeting** |
|  |  | None noted. |
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|  | **3.3** | **Planning enforcement activity since the last meeting** |
|  |  | None to note |
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|  | **3.4** | **Housing sites** |
|  |  | Members noted a report in the Hereford Times outlining potential housing sites identified by Herefordshire Council which included sites in Kington. Concern was expressed that some of the areas allegedly identified are sites which have been identified for options such as additional parking provision within Herefordshire Council’s Economic Development Plan for Kington. It was agreed that this be raised with the consultants appointed by Herefordshire Council to explore options for projects identified within the Economic Development Plan. |
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|  | **3.5** | **Approach from potential developers of site off Kingswood Road** |
|  |  | The Clerk advised that potential developers of the site off Kingswood Road has requested a pre-planning meeting with the Town Council as part of their consultation prior to submitting a planning application to Herefordshire Council. Noting that this is in accordance with advice contained within the NPPF, members agreed that the developers can be invited to a meeting of the Planning and Environment Committee in accordance with the agreed policy for discussions with developers. It was felt to be important that any discussions are held in a meeting to which members of the public can attend. It is not yet known when this meeting might take place. |
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| **P&E 13/25** | **4** | **Environmental matters** |
|  | **4.1** | **Grass Verge Cutting** |
|  |  | Correspondence from Balfour Beatty was noted, requesting confirmation of any grass verges within the parish where only one cut was required for the year. It was agreed to defer a decision on this agenda item until the next meeting so that members can consider this further. |
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|  | **4.2** | **Standing agenda items** |
|  |  | 1. **Town Centre**   Members noted that some of the temporary signage in town was misleading, particularly where the signage refers to roadworks located in side roads. |
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|  |  | 1. **Planters and floral displays**   It was confirmed that the contractual arrangements for the planters and floral displays would comply with the environmental policy of the Council. |
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|  |  | 1. **Allotments**   A date for the proposed electrical work on the allotments was not yet known. |
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|  |  | 1. **Footpath and Highway Matters**   A report from the Footpaths Officer was read out and will sent separately to committee members. It was also noted that Kington Walks would be clearing debris from the footpaths and alleyways in the town centre later this week.  Members also reported that signage adjacent to the Headbrook roundabout was poorly place, impacting on visibility at the junction. |
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|  |  | 1. **War Memorial**   There was nothing to report under this agenda item. |
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|  |  | 1. **Trees**   It was noted that the fallen branch in the churchyard would be cleared later this month.  The revised tree safety survey in the Churchyard and the Recreation ground would take place next week. |
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|  |  | 1. **Churchyard**   There are a number of twigs and other debris from winter storms in the Churchyard which might impact on the first mowing for the season. With no formal management plan or resources in place to deliver ongoing maintenance, it was suggested that a volunteer group collect the storm debris. The Clerk reminded members that in order for such work to be covered by the town council insurance, a risk assessment and agreed system of recording volunteer effort would be required. The Clerk will forward the necessary guidance and forms to the volunteer party in due course.  It was confirmed that work on the repairs to the Lych Gate will take place in June. |
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|  |  | 1. **Litter and pavement sweeping**   This item was address as part of the earlier discussions on highways and footpaths (ref P&E 13/25 4.2 (d)) |
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|  |  | 1. **Environment Working Party**   There was nothing to report under this agenda item. |
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| **P&E 14/25** | **5** | **Date and time of next meeting and items for the agenda.** |
|  |  | The next scheduled meeting of the planning & environment committee will take place on Monday 7th April at 6.00pm in the Old Police Station, Market Hall Street. There were no additional items raised for the agenda other than those mentioned previously.  There being no further business, the Chairman declared the meeting closed. |