



Kington Town Council

The Old Police Station, Market Hall Street, Kington HR5 3DP
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Draft Minutes of the Town Council Meeting held on Monday 2nd October 2017 The Old Police Station, Market Hall Street, Kington

MEMBERS PRESENT

Cllr M Fitton, in the chair
Cllr J Atkinson
Cllr E Banks
Cllr T. Bounds
Cllr J. Dennis
Cllr F. Hawkins
Cllr W. Laurie
Cllr R, MacCurrach
Cllr P. Prior
Cllr E. Rolls
Cllr R. Widdowson
Cllr I. Wood-Johnson

IN ATTENDANCE

Liz Kelso – Clerk
Ward Councillor T. James

8 members of the public
1 member of the press

Agenda Item	Minute		Action
1	280-17	APOLOGIES Apologies were noted from Cllrs C. Forrester, R. Banks	
2	281-17	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no declarations of interest and no requests for dispensation.	
3	282-17	MINUTES OF THE MEETING OF 4th SEPTEMBER 2017 Subject to the amendment of a typographical error within the draft, it was agreed that the Minutes of the meeting held on 4 th September be approved and that the Chairman be authorised to sign the Minutes as a true record of proceedings at that meeting. Cllr. Widdowson abstained from the vote.	
4	283-17	CO-OPTION TO FILL CASUAL VACANCY Mrs. Liane Rees gave a brief presentation to the Council. After due consideration it was agreed that Mrs. Rees be co-opted to the Council to hold office until the next Full Council elections or until her resignation, whichever comes first. Cllr. Rees signed a declaration of acceptance of office and took her seat on the Council.	

5 284-17 PUBLIC PARTICIPATION

a) Police Report

There being no police representative in attendance at the meeting, the Clerk read a written report submitted by the police, including:

- A note that PC Jo Ellis is to join the youth engagement team based in Hereford but will continue to support the safer neighbourhood team locally. Members asked if Jo is to be replaced
 - A male has been arrested for several thefts from a store in Kington,
 - Between 19th and 20th September a vehicle had fuel syphoned from the tank in Greenfields, and
 - Between 21st and 22nd September a vehicle was damaged in Bridge Street
- Members noted monitoring cables around the town for either speed or vehicle numbers monitoring.

b) Ward Councillor Report

Cllr. James provided a verbal report which included the following points:

- Herefordshire Council has rescheduled debt, extending the repayment period from 25 to 50 years resulting in a short term reduction in payments although interest payments would be increased overall
- Cllr. James had received complaints about the new triage system at Kington Surgery. Discussion on this item was deferred to later on the agenda
- In response to a question about the overspend on the refurbishment of Blueschool House in Hereford, Cllr. James responded that the matter was to be a police matter with a considerable number of contracts issued without tendering.

c) Matters raised by members of the public

A member of the public asked how many copies of the special edition of the Kington Chronical had been produced as he had not seen one. Cllr. Hawkins responded that some 300 copies had been printed and were available from shops, the library and were delivered to some homes. A copy was also available online.

6 285-17 INFORMATION ITEM: TO RECEIVE THE MAYOR'S REPORT

The Mayor gave a verbal report on his activities since the last meeting, including:

- Attending the memorial service for Adam Darnley
- Attending a commemorative event for the 200th anniversary of the opening of the Shirehall in Hereford
- Attending Ledbury's Civic Service

7 286-17 INFORMATION ITEM: TO RECEIVE THE CLERK'S REPORT

The Clerk's report which had been previously circulated and as attached to these Minutes was noted. With regard to pavement sweeps, it was agreed that the Clerk ascertain the cost of a pavement sweep by Balfour Beatty.

8 287-17 FINANCIAL MATTERS

a) Payments

The schedule of payments as attached to these Minutes were agreed.

b) **Grants**

Cllrs. Banks, Bounds and Hawkins declared a non disclosable interest in this agenda item and did not vote on this agenda item.

The recommendation of the grants panel was agreed and the following grants awarded:

- ✓ Kington Cricket Club - £300.00
- ✓ Kington Walks - £500.00
- ✓ Kington Tennis Club - £500.00
- ✓ Kington Tourist Group - £500.00

c) **Application for funding for Winter Food Festival**

This application was received too late to be considered by the grants panel but Members agreed to consider this now. After a brief discussion it was agreed to award a grant of £500.00 to support the Winter Food Festival.

d) **To consider request for donation from Age UK**

The request for a donation received from Age UK was considered. It was agreed to defer a decision to the next meeting pending further information on the activities of Age UK within Kington. It was further agreed that Cllrs. Widdowson and Rolls discuss this with Age UK.

9 288-17 FUNDING FOR MAKERS FESTIVAL

Members noted a request from Cllr. Forrester that the Town Council submits funding bids on behalf of the organisers of the Makers Festival, a voluntary body. The Clerk advised that any funds obtained could be earmarked for use by the Festival but expenditure would be subject to the usual local authority financial regulations. After due consideration, it was resolved to agree to this request with 7 votes for the resolution, 1 against and 2 abstaining.

10 289-17 REPORT ON HEALTH COMMISSION MEETINGS

The Mayor reminded Members that there are currently two initiatives in progress, one which is specific to Kington and brings together stakeholder organisations and the public to review healthcare provision in the wider sense in Kington and the second being a county-wide initiative involving public consultation sessions. The final stages of the local initiative will bring together both strands locally.

The value of the local initiative has created networks so that a more integrated approach to care can be developed and includes the surgery, care providers and others. A draft report will be presented to the Town Council in December.

Members noted that the surgery has now appointed a second doctor, due to start in December, and a pharmacist. A triage system is to replace the current drop in service which is not popular with patients and there are reports of a 16 day wait for an appointment. There was also some concern that this actually increased the time required for each patient rather than reduce it. There appears to be no funding to communicate this change to members of the public and patients other than through the flu vaccination service which is likely to reach something like 4% of the patient base. The next public consultation meeting is on 3rd October.

The Mayor agreed to report back to the Health Commission on comments made and to update the Surgery on points raised during this meeting. The next meeting of the Health Commission Partnership will be in early November.

Cllr. Widdowson reported that having recently had cause to use the services of the surgery, he could fault the service or care received.

11 290-17 NEIGHBOURHOOD DEVELOPMENT PLAN UPDATE

Cllrs. Banks and Cllr. Laurie declared a disclosable pecuniary interest in this agenda item and left the room.

Cllr. Fitton provided a preliminary report into the results of the Regulation 14 consultation. A full report will be provided to the December meeting.

Following feedback from both Herefordshire Council and the Environment Agency it was proposed to exclude 3 previously identified housing sites: K20, on the advice of the Neighbourhood Planning Team at Herefordshire Council on the grounds that this extended beyond the plan boundary, K6 on the advice of the Environment Agency and Balfour Beatty as this included areas identified as flood plain and K15 on the advice of the landscape architect due to the impact on the landscape. A change to the windfall application numbers was also suggested, estimates for which were considered too low.

Some concern was expressed that removing these potential housing sites would result in an increase in density of the remaining housing locations to meet target housing requirement.

After some discussion it was resolved to accept these recommendations with 6 votes for, 2 against and 1 abstention.

During discussion, a member of the public questioned the value of the Neighbourhood Planning Process and the impact he perceived on property nearby to proposed development sites which he felt there was little or no demand for. The meeting was reminded that there was a requirement to identify sites to meet national housing targets and if not identified in a Neighbourhood Plan site allocations would be made by Herefordshire Council. By preparing a Neighbourhood Plan, Kington retain local control over the choice of sites.

Cllrs. Banks and Laurie returned to the meeting at this end of this agenda item.

12 291-17 REPORTS FROM COMMITTEES

Minutes of the meetings of the Planning Committee and Environment Committee held in the preceding month were noted.

13 292-17 REPORT FROM DOG FOULING WORKING GROUP

Cllr. Dennis reported on the initial findings of the working group, explaining the limitations on the penalty approach. It was suggested that a campaign of awareness be launched throughout the town to include a children's poster campaign to be launched in the Spring.

It was resolved that the working party put forward formal proposals including costs for this campaign to be considered at a later meeting.

14 293-17 REPORTS FROM MEETINGS ATTENDED BY COUNCILLORS

There were no meets to report since the last Full Council meeting.

15 294-17 AWAYDAY

The Awayday was confirmed as Saturday 28th October starting at 0900 until lunch, at Ridgebourne. Items for the agenda are to be passed to the Clerk by the end of this week but provisionally include:

- The Code of Conduct
- Decision Making
- Communications
- Footpaths

16 295-17 CHRISTMAS LIGHTS

It was agreed that Cllr. Hawkins and Cllr. I Wood Johnson form a task and finish group be established to progress the installation of the Christmas lights. The group will consider whether any repairs, replacement or refurbishments are required, obtain quotations for the installation and removal of the lights and any other requirements with a view to reporting to the next Full Council meeting.

17 296-17 SANDBAGS

It was agreed that Cllr. Fitton be authorised to discuss the provision of sand for sandbags with local retailers/building supply merchants. Further arrangements for the supply of sandbags when required to be delegated to the Environment Committee.

18 297-17 NEXT AGENDA

The following items were agreed to be discussed at the next meeting:

- Hedge cutting
- Dog Fouling campaign

19 298-17 NEXT MEETING

The next meeting will take place on Monday 6th November at 7.00pm in The Old Police Station.

There being no further business, the meeting was declared closed at 8.50pm

Chairman
6.11.2017

- **Office equipment**

The replacement laptop has not yet been purchased, due to time constraints.

- **Repairs to St. Mary's Churchyard Wall**

The successful contractor has been notified and indicated that work will commence during week commencing 13th November.

- **Pavement Sweeps**

Following on from the item discussed at the last meeting, the Clerk has confirmed that Balfour Beatty no longer carry out pavement sweeps in any areas. Where other market towns have pavement sweeps, they have commissioned and paid for this themselves.

- **Communications**

This was requested as an agenda item for this meeting but will now be included in discussions during the Awayday with a view to putting forward proposals to a later full council meeting.

- **Community Asset Transfers**

Having attempted to expedite a meeting with the working party to discuss the community asset transfers, Herefordshire Council has advised that as the original decision to consider transferring the buildings to Kington Town Council is over three years old, that decision requires review and confirmation of the intention to proceed. Their advice is that this is a procedural matter that should not delay the transfer. We therefore await confirmation of a date for the informal meeting.

- **Recreation Ground Play Area**

The resurfacing of the children's play area is due to start on 2nd October and may take up to two weeks. Notices have been placed around the play area in advance warning people of the possible two week closure.

On arrival on site this morning the contractor has suggested that replacing the springer sooner rather than later would be preferable. This will be considered by the Recreation Ground management group at their meeting next week.

- **Grounds Person for Recreation Ground**

The vacancy for the grounds person for the recreation ground has been advertised and five candidates have applied for the role. Interviews are to be held on Wednesday 4th October and it is hoped that a suitable appointment can be made shortly thereafter. In the interim between the retirement of the current groundsman and the appointment of the new person, temporary cover has been arranged.

- **Trees**

As was reported at the last meeting, trees from the recreation ground are overhanging the highway. Balfour Beatty has confirmed that this is the responsibility of the Recreation Ground Trust as landowner. Quotes are

being obtained from tree surgeons for this work in accordance with our financial regulations and will be put to the Recreation Ground Trust in due course.

Quotations are also being sought for work to trees in St. Mary's Churchyard.

- **External Audit**

The Annual Return documentation has been returned by the Council's external Auditor, Grant Thornton and has no matters which it considers are cause for concern. However, there are comments in the "other matters" section which are of an advisory nature and in the opinion of your current clerk, are factually incorrect. As the audit report is a public document, this gives a misleading view of the Council's financial management to members of the public and the Clerk will be raising this with the Auditors with a view to getting the incorrect statements removed.

- **General Data Protection Regulations**

The Clerk and assistant attended a training session run by the Society of Local Council Clerks which covered data security and the General Data Protection Regulations, the latter currently passing through parliament with a start date of 18th May indicated. The brief overview of current and proposed legislation suggests that some work will be needed to ensure the Town Council and Recreation Ground Trust are compliant with both existing and new legislation.

- **Emails and correspondence**

- The Clerk has had an exchange of emails with a member of the public who is unhappy with the response that the Council has given to a planning application which was considered by full council at its last meeting. The matter is being referred to the planning committee.
- The BBC will be recording Songs of Praise at Hereford Cathedral on Friday 6th October between 7pm and 10pm. Places need to be booked but there is a general invitation to individuals and groups who would like to take part.
- An anonymous email was received this morning complaining about noise and anti-social behaviour. The email has arrived too late for this to be included on the agenda but the Clerk will respond indicating that the Town Council has no authority to deal with an environmental health matter so has passed this onto Herefordshire Council and the police.

Liz Kelso
25.9.2017

