



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 14th May 2018

At The Old Police Station, Market Hall Street, Kington

MEMBERS PRESENT

Cllr. M Fitton, in the chair
Cllr. T Bounds
Cllr. J Atkinson
Cllr. E Banks
Cllr. R Banks (left at 20:30)
Cllr. J Dennis
Cllr. C. Forrester
Cllr. F. Hawkins
Cllr. R. MacCurrach
Cllr. P Prior
Cllr. L. Rees (left at 19:35)
Cllr. E. Rolls
Cllr. R. Widdowson
Cllr. I. Wood Johnson

IN ATTENDANCE

Liz Kelso – Clerk
Mary Tolhurst – admin assistant

Cllr. T. James – Ward
5 members of the public
1 member of the press

Agenda

- | a Item | Minute | |
|---------------|---------------|---|
| 1 | 077-18 | TO ELECT THE MAYOR OF KINGTON FOR THE FORTHCOMING YEAR
It was proposed by Cllr Forrester and seconded by Cllr Hawkins, that Cllr Martin Fitton be re-elected as Mayor for the coming year.
There were no other nominations.
This was put to the vote and Cllr. Martin Fitton was duly elected Mayor of Kington for the forthcoming year. Cllr. Fitton signed a Declaration of Acceptance of Office. |
| 2 | 078-18 | TO RECEIVE APOLOGIES FOR ABSENCE
There were no apologies to note. |

- 3 079-18 TO NOTE DECLARATIONS OF INTEREST AND CONSIDER REQUESTS FOR DISPENSATION**
There were no Declarations of Interest and no requests for dispensation.
- 4 080-18 DEPUTY MAYOR ELECTION:**
To elect a Deputy Mayor
It was proposed by Cllr Fitton and seconded by Cllr Richard Banks that Cllr Forrester be elected as Deputy Mayor for the coming year. This was accepted and Cllr Forrester was duly elected as Deputy Mayor for the forthcoming year. Cllr. Forrester signed a Declaration of Acceptance of Office.
- To confirm the Deputy Mayor Assist for the forthcoming year**
Cllr. Elizabeth Banks was confirmed as the Deputy Mayor Assist for the forthcoming year in accordance with Standing Orders. Cllr. Banks signed a Declaration of Acceptance of Office.
- 5 081-18 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 9TH APRIL 2018**
It was agreed that the minutes of the meeting held on 9th April 2018 be approved and that the Chairman be authorised to sign the minutes as a true record of proceedings at that meeting.
- 6 082-18 PUBLIC PARTICIPATION:**
a Police Report
PC Dean Wall was unable to be present but had sent in a report of crimes committed over the past month, for the meeting, which the Clerk read out on his behalf.
In summary:
- Syphoning of petrol from a vehicle parked in Church Street
 - Damage to a vehicle parked in a business yard off Victoria Road.
 - £250 stolen from a locked box in the men's changing rooms at Kington Golf Club
 - Update on the vehicle nuisance along the high street and the joint approach to dealing with it by West Mercia Police and BBLP for dealing with it.
 - On Monday 21st May 2018 two new PCSOs will be joining the Safer Neighbourhoods Team.
- b Ward Councillor Report**
Ward Cllr James tabled the new information brochures on Council Tax spending from Herefordshire Council. Cllrs made comments on the allocation amounts.
Ward Cllr James gave a brief update in the forthcoming Annual Meeting of Herefordshire on 18th May.
In response to questions, Ward Cllr James confirmed that it is proposed to invest monies from the sale of farm properties into projects designed to create income such as industrial units in Ross on Wye.

c Matters raised by members of the public

- A member of the public asked about the progress of the Neighbourhood Development Plan. Cllr Fitton responded with a brief update on progress and future stages of the planning process, which is largely directed by Herefordshire Council from the Regulation 16 stage onwards
- A query was raised about a planning application for land at Headbrook. It was reported that this is to be referred to a meeting of the Planning Committee. Members of the public were reminded that they can attend meetings of the Planning Committee and can respond directly to the planning authority, Herefordshire Council, via the Herefordshire Council website.
- In response to a query about matters raised at the Annual Town Meeting, it was confirmed that these would be considered by the relevant Committee with a view to reporting to the Town Council with proposals at a later meeting.

7 083-18 TO NOTE REPORT FROM RETIRING MAYOR

Mayor Fitton gave a verbal report on his past year in office. Much of his time has been taken up with the Neighbourhood Development Plan and he gave hearty thanks to Ros Bradbury for all her help with this.

Mayor Fitton updated members on recent Civic activities including attendance at:

- The Shrieverly Service for the new High Sheriff of Hereford
- The opening of a new Bromyard footpath
- The recent Twinning Association event. As next year will be the Association's 40th year, Mayor Fitton would like to see if Kington Town Council could help to celebrate this in some way. A variety of useful suggestions were made including an informal meeting between the Town Council and the Twinning Association Group to discuss further.
- The Marches Makers' Festival. Mayor Fitton congratulated all who had been involved with this and gave thanks to Cllr Forrester for having the original idea. Cllr Forrester commented that without the team work involved, the event could not have taken place and that she would pass on the Mayor's comments.

8 084-18 TO AGREE APPOINTMENTS TO THE FOLLOW COMMITTEES:

Councillors agreed to be on the following committees in accordance with their skills and interests. The Mayor and Deputies are all *ex officio* and are obliged to be members of all committees.

Finance & General Purposes	Planning	Personnel
Cllr Mr M Fitton	Cllr Mr M Fitton	Cllr Mr M Fitton
Cllr Mrs E Banks	Cllr Mrs E Banks	Cllr Mrs E Banks
Cllr Forrester	Cllr Forrester	Cllr Forrester
Cllr Mr R Banks	Cllr J Atkinson	Cllr MacCurrach

Cllr Bounds	Cllr Mr R Banks	Cllr Prior
Cllr Hawkins	Cllr Bounds	Cllr Rolls
Cllr Rolls	Cllr J Dennis	
Cllr Mr R Widdowson	Cllr Hawkins	
	Cllr Rees	
	Cllr Rolls	
	Cllr Mr R Widdowson	
	Cllr Wood-Johnson	
Scrutiny	Environment	Services
Cllr Mr M Fitton	Cllr Mr M Fitton	Cllr Mr M Fitton
Cllr Mrs E Banks	Cllr Mrs E Banks	Cllr Mrs E Banks
Cllr Forrester	Cllr Forrester	Cllr Forrester
Cllr Prior	Cllr J Atkinson	Cllr Bounds
Cllr Rolls	Cllr Bounds	Cllr John Dennis
Cllr Mr R Widdowson	Cllr John Dennis	Cllr Prior
Cllr Wood-Johnson	Cllr Laurie	Cllr Rees
	Cllr MacCurrach	Cllr Mr R Widdowson
	Cllr Prior	Cllr Wood-Johnson
	Cllr Rees	
	Cllr Wood-Johnson	

9 085-18 TO REVIEW BANK SIGNATORIES FOR THE TOWN COUNCIL ACCOUNTS

The following Bank Signatories for the Town Councils accounts were agreed.

Current Account: Unity Trust Bank

Cllr Mrs E Banks	Cllr Fitton	Cllr Widdowson	
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Recreation Ground Trust: current account HSBC

Cllr Mrs E Banks	Cllr Bounds	Cllr Rolls	Cllr Widdowson
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It was also agreed that the following individual offices would be held by the following people.

Town Council Financial Examiner: Cllr Dennis

Tree Warden: Mr Richie Cotterill with assistance from Cllr MacCurrach

Flag Master: Mr Steve Reynolds

10 086-18 TO AGREE COUNCIL REPRESENTATIVES ON THE FOLLOWING OUTSIDE BODIES:

The following representatives were agreed.

Lady Hawkins Foundation: Cllr Rolls

Market Town Forum: Cllr Fitton, Cllr Widdowson

Kington Festival Association: no appointment was made. It was suggested that KTC asks for the minutes of meetings to be sent over for our information.

Kington Museum: Cllr Forrester

Kington Chamber of Trade: Cllr Bounds, Cllr Fitton, Cllr Wood-Johnson

Kington Tourist Group: Cllr Mrs E Banks

Kington Twinning Association: Cllr Fitton, Cllr Widdowson, Cllr Forrester

KLEEN: Cllr MacCurrach, Cllr Wood-Johnson

Kington Allotment Association: Cllr Atkinson

Quarry Liaison: Cllr Atkinson, Cllr Wood-Johnson

It was suggested and agreed that all outside bodies would be told who their new representatives were and how to contact them.

11 087-18 CLERK'S REPORT

The Clerk gave a verbal report which include the following:

- The purchase of a new laptop which has made a difference to the efficiency of the office
- Progress of issues raised with BBLP over town matters.
- The new GDPR and the implications for Town Councils
- Progress and completion of the Town Council's Annual Accounts within the statutory deadline of 30th June.

12 087-18 FINANCIAL MATTERS

i To consider grant payment to Kington Tourist Group

It was proposed that a grant of £2,500.00 be made to Kington Tourist Group. After a brief discussion, this payment was agreed.

ii To approve payments as per the attached schedule

Following clarification on the nature of two payments, payments totalling £6,712.38 as detailed on the attached schedule, were approved.

13 088-18 TO NOTE REPORT ON ANNUAL TOWN MEETING HELD ON 30TH APRIL 2018 AND AGREE ANY FURTHER ACTION REQUIRED

The Clerk presented a brief note of items raised by members of the public during the Annual Town Meeting. It was agreed that these be referred to the relevant Committee and a report made back to Full Council in due course.

With reference to the request for traffic calming, it was agreed to request a meeting with Herefordshire Council's cabinet member for Highways.

14 089-18 TO NOTE UPDATE FROM THE HEALTH COMMISSION GROUP

Cllr. Fitton provided an update on the work of the Health Commission Group, explaining that the timetable for completing this work has been extended due to the extent of the work required. An addition person has been brought in by the group to aid better co-ordination, use of resources etc., but there is still much that needs to be done. The next meeting will be in June and a report will be provided at the July meeting of the Town Council.

15 090-18 TO NOTE UPDATE FROM DOG FOULING GROUP

Cllr. Dennis and Cllr. Wood-Johnson reported on the activities of the Dog Fouling Group, explaining that advice has been that involving schools might be less productive than hoped.

The volunteer group was continuing and a Facebook page is to be created.

Cllr. Fitton confirmed that discussions with the Enforcement Team at Hereford had gone well and achieved a commitment to concentrate on Kington over a period of time, with publicity, to encourage dog owners to pick up after their dog. This is to be arranged by the group and in the meantime Cllr. Wood-Johnson is looking at ordering signs in accordance with the approval to do so given at the last meeting.

16 091-18 TO DISCUSS THE ROLLOUT OF UNIVERSAL CREDIT AND THE POTENTIAL IMPACT ON THE TOWN

Cllr. Widdowson reported on briefings he had attended about support for residents during the rollout of Universal Credit. Herefordshire Council had confirmed that there would be help for residents on digital engagement and personal budgeting but there were no firm plans in place as yet. Concern was expressed that those without access to the internet and/or appropriate skills could be disadvantaged by the short opening hours of the library as the only available internet access within the town. This is to be considered further by the Services Committee.

17 092-18 TO CONSIDER THE PROPOSAL THAT THE SCRUTINY COMMITTEE BE TASKED WITH REVIEWING THE FOLLOWING POLICIES AND TO REPORT BACK TO FULL COUNCIL WITH RECOMMENDATIONS:

It was agreed that the Scrutiny Committee be tasked with reviewing the following policies and making recommendations regarding any amendments that might be required in the light of recent legislation:

- Standing Orders
- Financial Regulations
- Equality & Diversity policy
- Safeguarding Policy
- Co-option Policy
- Grievance Policy
- Data Protection Policy
- Communications Policy
- Health & Safety Policy
- Complaints Procedure
- Environmental Policy
- Contracting and Tendering
- Councillors Training Strategy

It was further agreed that the Scrutiny Committee reviews the current committee structure and reports back with recommendations to a later meeting of Full Council

- 18 093-18 TO NOTE REPORTS FROM COUNCILLORS ON MEETINGS ATTENDED**
Councillor Forrester reported on the museum meeting that has recently taken place, noting a new curator has been appointed. The merger between the museum and history society is progressing well.
- Councillor Hawkins reported on a recent meeting of Herefordshire Against Night-time Disorder and noted that one banning order has been given out.
- 19 094-18 TO NOTE REPORTS FROM COMMITTEES**
Members noted reports/Minutes from the Planning Committee and Services Committee.
- 20 095-18 TO IDENTIFY ITEMS FOR THE NEXT AGENDA**
No further items were raised.
- 21 096-18 TO CONFIRM DATE AND TIME OF NEXT MEETING**
The next meeting will take place on Monday 4th June 2018 at the Old Police Station, Market Hall Street, Kington, commencing at 7.00 pm

There being no further business, the meeting was declared closed at 20.40.

Chairman
04.06.2018