Kington Town Council

The Old Police Station, Market Hall Street, Kington HR5 3DP
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QUALITY TOWN COUNCIL

Minutes of the Town Council Meeting held on Monday 1st April 2019

At The Old Police Station, Market Hall Street, Kington

MEMBERS PRESENT	IN ATTENDANCE
Cllr M. Fitton - Chair	
Cllr. E. Banks	
Cllr. T. Bounds	1 member of press
Cllr. F. Hawkins	1 member of the public
Cllr. R. MacCurrach	
Cllr P. Prior	Liz Kelso – Clerk
Cllr. E. Rolls	Mary Tolhurst – admin assistant
Cllr. R. Widdowson	
Cllr I. Wood-Johnson	Ward Councillor T. James

Agenda Item **Minute Ref**

1 **060-19** **TO RECEIVE APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Apologies were noted from Cllrs C Forrester, Cllr. J Atkinson, Cllr. R Banks, Cllr. J Dennis. Cllr E Banks and Cllr Hawkins declared a non disclosable interest in item 6 (b) Grants as members of the Chamber of Trade. There were no requests for dispensation.

2 **061-19** **TO CONFIRM THE MINUTES**

a **Minutes of the meeting held on 4th March 2019**

It was **agreed** that the minutes of the meeting of 4th March 2019 be approved, and that the Chairman be authorised to sign the minutes as a true record of proceedings at that meeting.

b **Minutes of the Extraordinary Meeting held on 25th March 2019**

Subject to a small amendment, it was **agreed** that the minutes of the meeting of 25th March be accepted, and that the Chairman be authorised to sign the minutes as a true record of proceedings at that meeting.

3 062-19 PUBLIC PARTICIPATION:

a **Police report**

There was no Police presence at the meeting and a report had not been sent through. Members noted that although it was not always possible for a member of the Police to be present, they were concerned at the continued lack of reports.
The Clerk was instructed to request regular reports for future meetings.

b **Ward Councillors report**

Ward Councillor James updated members on recent Herefordshire Council decisions including:
The declaration of a Climate Emergency.
A backlog of paperwork in the Planning Department due to a high staff turnover.

c **Matters raised by members of the public**

The following matters were raised by a member of the public in attendance:

- A query relating to the process for voting in the referendum on the Neighbourhood Development Plan. It was suggested that it would not be appropriate for partner parishes to vote on the plan. The Mayor explained that all residents within the boundary of the NDP will have a vote on the referendum as required by the Regulations governing the production of a Neighbourhood Development Plan

- A query relating to the proposed acquisition of public open space under a Community Asset Transfer, and

- A query relating to the increased precept for the forthcoming year compared with larger urban towns. It was explained that the raise in the precept was in part due to the withdrawal of Council Tax Support grant by Herefordshire Council and in part due to the increased level of support provided by the Town Council to voluntary groups working within the Town in particular. Comparison with towns outside of rural Herefordshire was felt to be misleading.

4 063-19 MAYOR'S REPORT

The Mayor gave a verbal report of his latest activities. These included:

- Attending the Symposium for the proposed new University in Hereford: the Mayor has been approached by a researcher for the team and thought that useful contacts could be established. It was agreed that the Mayor reports further to the next meeting.
- The relaunch of the Herefordshire Music Fund.

In answers to questions the Mayor made comment that:

- he had no further information on the Health Commission report, but that most of the local Health services were moving to the Kington Medical Practice.
- The Social Prescribing team were attending at the Library but the service had been poorly publicized and was poorly attended.

5 064-19 **CLERK'S REPORT**

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

6 065-19 **FINANCIAL MATTERS**

a) **Payments**

Payments as per the attached schedule totalling £1,913.99 (including VAT) were **agreed.**

b) **To consider recommendations of the grants panel**

All recommendation from the recent Grants Panel meeting were noted and the following grants **approved:**

• Kington Chronicle To support printing costs	£267.00
• Kington Walks Footpath maintenance	£500.00
• Kington Chamber of Trade Kington Festival support	£500.00

Members noted that there would be one further grant round in this financial year, in October 2019.

7 066-19 **TOWN COUNCIL ELECTIONS**

a **Arrangements for new and returning Town Councillors after the election**

It was noted that that the Statement of Persons Nominated would be published on Thursday April 4th. All Councillors formally retire on 7th May and new and re-elected Councillors take office on 7th May.

b **Induction session for new and returning Town Councillors after the election.**

All Declarations of Acceptance of Office must be signed, in the presence of the Clerk, before the first meeting of Full Council in May. To facilitate this, the Clerk will be holding a session on Saturday 11th May for returning members to sign their Declarations. Anyone unable to attend on this day will need to arrange to attend earlier at the next meeting of Full Council to complete their Declaration.

8 067-19 **PLANNING MATTERS**

To consider the following planning application:

Ref:	190872
Site:	1 Wall Hills Close, Kington
Dev:	Rear single storey extension

After discussion, it was agreed to make no objection to this application.

9 068-19 **UPDATE ON REQUEST FOR REDUCTION IN SPEED LIMIT WITHIN THE TOWN CENTRE**

There was nothing further to report on this item.

10 069-19 **UPDATE ON COMMUNITY ASSET TRANSFERS**

There was nothing further to report on this.
The Clerk reported that the result of the application to the Lottery for funding was expected in early June.

11 070-19 **REPORTS FROM COUNCILLORS ON MEETINGS ATTENDED**

Cllr Hawkins reported on a meeting of Herefordshire Against Night-time Disorder (HAND) meeting. A useful forum and support for landlords of licensed premises.

12 071-19 **REPORTS FROM COMMITTEES**

a **Planning Committee**
The Planning Committee minutes were noted.

b **Environment Committee**
The Environment Committee minutes were noted. A request was made for clarification on a statement that the recycling centre being now able to take black plastic waste.

13 072-19 **ITEMS FOR THE NEXT AGENDA**

- Post Office
- Street Lighting repairs
- ATMs in town now making charges for use

14 073-19 **DATE AND TIME OF NEXT MEETING**

The next meeting will take place on Monday 13th May 2019 at the Old Police Station, Market Hall Street, Kington, commencing at **6.00 pm**. This is to accommodate a full agenda.

There being no further business, the meeting was declared closed at 7.45pm

R Wall

Chairman
13.05.2019

KINGTON TOWN COUNCIL
Meeting to be held on 1st April 2019
Agenda item 5 - 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.

1. **Christmas Lights**

As at the time of drafting this report, we await confirmation from the Chamber of Trade regarding their representatives on the working party and some dates for the meeting. In the meantime, the Clerk has spoken to the company who installed the lights last year and they are to make an informal approach with regard to usage of our existing lights plus some suggestions for this year in an effort to get things moving.

2. **Website**

The Public Sector Bodies (Websites & Mobile Applications) (No. 2) Accessibility Regulations 2018 came into force on 23rd September 2018, aimed at allowing those with disabilities to gain better access to public services by making public sector bodies' websites and mobile applications more accessible. Our website providers, Vision ICT, has been asked to review our website to ensure compliance.

3. **Old Police Station**

On 6th March a pipe became blocked by the entrance to the Old Police Station resulting in water coming through the ceiling in the entrance, damaging the electrics and in particular the fire alarm system. Contacting the building owners Herefordshire Council was problematic on the day but eventually achieved and as a result of damage to the fire alarm system, the building was closed to all occupants for 24 hours until a working fire alarm system could be reinstated. There appear to have been no difficulties since.

4. **Audit arrangements**

External auditors PKF Littlejohn have published their guidance for the external audit this year. There are some minor amendments to the documents that need to be supplied to the auditors for the preceding financial year but otherwise no major changes to the audit processes. The Clerk with liaise with the internal auditor and F&GP Committee with regard to the internal audit process prior to bringing to full council for approval.

5. **VAT**

The sum of £12,934.51 has been received from HMRC being the reimbursement of recoverable VAT for the period 1st December 2016 to 31st January 2019.

Kington Town Council
Meeting held on 1st April 2019
Schedule of payments approved at the meeting

Voucher #	Payee	Payment type:	Detail		Minute Ref.	Net	VAT	Total Payment
1	HMRC	BACS	Salaries - Tax/NI due			£ 1,189.05		£ 1,189.05
2	HMRC (Rec Grant)	BACS	Rec. Grant			£ 9.36		£ 9.36
3	Lite Limited	BACS	Admin - work on test anchors			£ 550.00	£ 110.00	£ 660.00
4	Amazon Business	BACS	Admin - Stationery			£ 9.73	£ 1.95	£ 11.68
5	Amazon Business	BACS	Admin - stationery			£ 18.29	£ 3.66	£ 21.95
6	Amazon Business	BACS	Admin - stationery			£ 18.29	£ 3.66	£ 21.95
								£ -
								£ -
								£ -
			Total payments this month excluding salaries			**£ 1,794.72**	**£ 119.27**	**£ 1,913.99**
								£ -

FOR INFORMATION

Payments made to councillors

								£ -

Total of payments made through grants received:

								£ -

Total of payments made as a grant

			Recreation Ground Trust Grant			£ 9.36		£ 9.36