



**Minutes of the Town Council Meeting held on
Monday 13th January 2020**

At The Old Police Station, Market Hall Street, Kington

MEMBERS PRESENT

Cllr. R. Widdowson (in the Chair)
Cllr. E. Banks
Cllr. R. Banks (left meeting at 7.30pm)
Cllr. T. Bennett
Cllr. T. Bounds
Cllr. J. Cooke
Cllr. J. Dennis
Cllr. M. Fitton
Cllr. R. Griffiths
Cllr. F. Hawkins
Cllr. R. MacCurrach

IN ATTENDANCE

Liz Kelso – Clerk
Merrie Kent – Green Spaces Administrator
1 member of the press
8 members of the public
Cllr. T. James, Ward Councillor Herefordshire Council

Agenda

Item Minute

The Chairman welcomed Members and members of the public to the meeting and as a mark of respect to former Councillor Mick Turner who passed away recently, a minute silence was observed.

It was agreed that the order of the agenda be changed to bring forward agenda item 7(d), recommendation from the Finance and General Purposes Committee so that this agenda item was discussed after agenda item 2 and before agenda item 3.

- 1 001-20 Apologies, declarations of interest and requests for dispensation.**
Apologies were noted from Cllrs. P. Edwards and E. Rolls. Cllr. F. Hawkins declared a non pecuniary interest in item 7(b), Grants, being a member of a body that had applied for a grant. .
- 2 002-20 Minutes of the meeting held on 2nd December 2019**
It was agreed that the minutes of the meeting held on 2nd December 2019 be approved and that the Chairman be authorised to sign the minutes as a true record

of proceedings at that meeting.

3 003-20 Town Councillor Vacancies

a Declaration of a new vacancy

The Clerk reported that as Cllr. P. Prior had not attended any meeting of the Town Council for a period in excess of six months, she had ceased to be a councillor in accordance with the provisions of the Local Government Act 1972 s85. The Elections Office of Herefordshire Council will be notified and electors will have an opportunity to request an election. If no such request is received, the Town Council will be free to co-opt to fill this vacancy.

b Co-option to fill vacancy

There were no candidates present to fill the current vacancy which was created by the resignation of Ian Wood-Johnson.

4 004-20 Public Participation

a Police report

There was no report from West Mercia Police.

b Ward Councillors Report

Members noted the verbal report from Cllr. James, including:

- Herefordshire Council are budgeting for a 3.9% increase in Council Tax which includes 2% which is ring-fenced for adult social care
- Ofsted undertook an inspection of children's services before Christmas. There were some concerns over safeguarding.
- Herefordshire Council's capital budget will include £100m for housebuilding and £40m for electric buses
- An announcement is expected shortly on the review of the by-pass and
- The new Director of Environment for Herefordshire Council is confirmed as Richard Ball.

c Walkers are Welcome presentation

Members noted that the national Walkers are Welcome AGM and Conference is to be hosted by Kington in 2020 over the period 9th – 11th October 2020 for the Conference and 12th October for the AGM. The conference will be based at the Burton Hotel and the weekend will include walks and events within the town and in the surrounding areas. Some 100+ delegates are expected. Details of the programme will be provided once finalised. Volunteers to help with the practical aspects of the event and with marketing are welcome.

An outline of the Spring Walking Festival was also noted, with thanks to Mike Kirby for the presentation.

d Matters raised by members of the public in attendance

During the period for members of the public to raise matters of interest, the following was noted:

- Concern was expressed at the lack of hedge cutting in Kington Park by Herefordshire Council.
- Comments were noted from two members of the public with regard to the Neighbourhood Development Plan
- A question was raised with regard to proposals to celebrate VE day in May and VJ day in August

5 005-20 Mayor's Report

The report from the Mayor on attendance at meetings and civic events was noted. In addition, Cllr. Widdowson noted that it had proved difficult to identify what events were planned for the celebration of VE day but these included a service at Hereford Cathedral, the ringing of church bells and a tea dance has been suggested.

6 006-20 Clerk's Report

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

7 007-19 Financial Matters

a Payments

Payments as per the attached schedule totalling £9,484.24 (including VAT) were agreed.

b Grant Round

It was noted that the next grant round would open shortly. Members were invited to notify any community group that might benefit from the receipt of a small grant.

c Grant for Kington Recreation Ground Trust for 2020/21

It was resolved that the sum of £34,750.00 be awarded to Kington Recreation Ground Trust to meet running and capital costs for the Recreation Ground and other green spaces within Kington for financial year 2020-2021, to be funded partly from reserves held by the Town Council for the Recreation Ground Trust (£11,725.00) with the remainder funded through the precept.

d Town Council Budget 2020-2021

Cllr. R. Banks, as Chair of the Finance and General Purposes Committee, presented the recommendation from the Committee for the budget for the Town Council for financial year 2020-2021, indicating a total proposed expenditure of £122,825.00 (including the grant awarded above to Kington Recreation Ground Trust), to be funded by the proposed precept of £109,000 and from reserves for £11,725.00 (as agreed above). Members noted that this budget anticipates a transfer of responsibility for green spaces within Kington to the Town Council and/or Recreation Ground Trust and includes anticipated expenditure to bring these green spaces to an acceptable standard. Following a brief discussion, the resolution was passed unanimously.

e Precept request 2020-2021

It was unanimously agreed that the precept request for 2020-2021 be £109,000.00. It was noted that this represents a increase for band D equivalent properties of 3.58% on the previous year.

f Insurance Renewal

The Clerk presented the proposals for renewal of the Town Council's insurance policies for this year, having undertaken a remarketing exercise with the insurance brokers for this year. As a result of that exercise, it was being proposed that the insurance programme be moved to Royal Sun Alliance which offers a broader range of cover with some amendments to sums insured and the level of excess, for a total premium of £3,774.56 (FY2019/20 £4,272.21). It was agreed that the recommendation be accepted with one abstention from the vote.

8 008-20 Neighbourhood Development Plan

Cllr. Fitton reported on discussions held with Herefordshire Council with regard to the Neighbourhood Development Plan and submitted a proposal that in order to safeguard existing facilities and green spaces and to apply local policies to potential future development within the town, that the draft Neighbourhood Development Plan be revised in the light of recent approved developments and resubmitted for consultation at Regulation 14 with the aim of ultimately representing the plan for referendum. Noting that unless or until the Core Strategy is revised, which could take months or even years, there remains a requirement that an additional 200 dwellings be provided within Kington, partner parishes have indicated a willingness to review the plan along the lines proposed. The current provision within the budget of a total of £1,400 is thought to be sufficient to meet the costs of these amendments. After due consideration, the resolution to proceed along the lines outlined was approved with nine votes for the proposal and two against.

9 009-20 Kington Chronicle

Noting the change of name of Kington Chronicle, it was agreed to continue to purchase two pages of the newsletter in each edition for the forthcoming year to be used to inform members of the public of the work of the Town Council.

10 010-20 Community Asset Transfers

a Update

It was noted that there has been little progress since the last meeting with regard to buildings.

b Legal advice on asset transfers

It was agreed that alternative quotes would be sought for the work required on the transfer of green spaces from Herefordshire Council to the Town Council/Kington Recreation Ground Trust.

11 011-20 Planning Matters

The following planning application was considered:

- Ref: 193723
Site: 32a Bridge Street, Kington
Development: Conservatory

After due consideration, it was agreed that there were no objections to the proposed development.

12 012-20 Reports from Councillors

- Cllr. Dennis reported on a recent meeting of Zero Carbon Kington where a discussion had taken place on the recent amendments to the Town Council's Environmental Policy. He also commented that Zero Carbon Kington were keen to attract new members and were to consider a planting programme, car sharing groups, energy generation and links with bus services. The next meeting will be in March.
- Cllr. Cooke reported on a meeting he had attended about community gardens and expressed a wish to set one up in Kington

13 013-20 Reports from Committees

Members noted reports from Committees that have taken place since the last full council meeting:

- Planning Committee held 16th December 2019
- Services Committee held 16th December 2019
- Finance & General Purposes Committee held on 6th January 2020

14 014-20 Date, time and agenda items for next meeting

The next meeting of the Town Council will take place on Monday 3rd February 2020 at 7.00pm at the Old Police Station, Market Hall Street, Kington. It was requested that sandbags be an item for the agenda.

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

Chairman: 3.2.2020

Appendix 1

Mayor's engagements

3rd December - Business & Culture Working Together: Kington seminar

- Kington Surgery PPG Coffee morning

4th December - Tri Towns meeting

6th December - Attended funeral of Julia Button, past mayor of Kington

- Twinning Association AGM

7th December - Judged Children's event as part of Kington Food Festival

9th December - Little Orchard Day Nursery Christmas Concert

10th December - Meeting with reps from HC Chairs office re arrangements for HC Civic Service in March 2020

11th December - Parish House Community Lunch

January 2020

17th January - Meeting re funding for culture events in Kington

22nd January - History Society EGM

27th January - Mayors meeting

28th January - Tri Towns meeting

VE/VJ Day commemorations

3rd January 2020

Appendix 2

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. New Staff

Merrie Kent, Green Spaces Administrator, started work this month and we welcome her to Kington Town Council.

Kington Recreation Ground Trust also welcomed a second Groundsman, Will Spooner, who also started work this month.

Both these appointments recognise the importance of the green spaces within Kington and the proposals to take on responsibility for additional green spaces in the near future.

2. Tarmac Landfill Communities Fund

Work on the footpath has now been completed as originally specified. The steep slope has been reduced to a more gentle slope with a natural stone surface leading to Crooked Well meadow. Some final landscaping work will now be required to complete the work in the spring.

3. Christmas Lights

The Christmas Lights have now been turned off and will be removed shortly. A meeting of the Christmas lights working party will be reconvened next month with the installer/supplier to review the installation for 2019 and plan for 2020.

4. Balfour Beatty Parish Briefing

The Clerk attended the Balfour Beatty Parish Briefing on Thursday 5th December at Rotherwas when BBLP explained the work they have undertaken, the budget constraints for this financial year and proposals for the future. The event was somewhat overshadowed by issues relating to flooding and weather conditions and attendance at the event by Parishes was considerably down on previous years. A copy of the slides from that presentation are available from the Clerk.

5. Visit to the Recycling Plant

As noted last month Cllr. Cooke is arranging a visit to the Recycling Centre near Worcester for members of the Environment Committee and others who might be interested.

Members are asked to respond to the Clerk no later than Friday 17th January with an indication of whether they would like to attend and the preferred date.

6. Capital funding for organisations providing short breaks for disabled children

Herefordshire Council has set aside £118,000 of capital funding to support new and existing projects providing short breaks activities for children and young people with special educational needs and disabilities living in Herefordshire. £5,000 is available as a one off grant for organisations, town and parish councils and community and voluntary groups. It can be used to improve buildings, facilities, transport or equipment resulting in improved provision for children and young people and their families. Applicants will be required to provide 20% match funding of the capital required. If members are aware of any organisation that might benefit from this funding or would like further information, please contact the Clerk.

7. Armed Forces Day 2023

As noted previously, it has been suggested that the market towns should host Armed Forces Day on a rotational basis in the future. As Bromyard has requested to host in 2022, this will fall to Kington in 2023. The Mayor, Deputies and Town Clerk will now liaise with Herefordshire Council and the Armed Forces to begin planning for this event.

Kington Town Council
Meeting to be held on 13th January 2020
Schedule of payments approved at the meeting

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments made since last meeting							
124	Turnham Green Wood	BACS	Admin - NDP work June 2019		£ 68.60		£ 68.60
125	British Telecom	DD	Admin - Telephone & broadband costs		£ 298.85	£ 59.77	£ 358.62
126	Lloyds Bank plc	DD	Admin - office costs, stationery & postage		£ 63.08	£ 2.17	£ 65.25
138	Npower	DD - 26.11.2019	Rec. Grant - Utilities		£ 6.05		£ 6.05
Payments approved at the last meeting							
127	Kington Art Society	BACS	Grant Awarded	FC 202-19(b)	£ 486.00		£ 486.00
128	Marches Makers Festival	BACS	Grant Awarded	FC 202-19(b)	£ 500.00		£ 500.00
129	Kington Chamber of Trade	BACS	Grant Awarded	FC 202-19(b)	£ 500.00	£ -	£ 500.00
130	Kington Ladies Hockey	BACS	Grant Awarded	FC 202-19(b)	£ 500.00		£ 500.00
Payments for approval at this meeting							
131	BOSS	BACS	Admin - printing		£ 85.95	£ 17.19	£ 103.14
132	Gareth Evans	BACS	Admin - Churchyard grass cutting		£ 1,704.00		£ 1,704.00
133	Countrywide	BACS	Rec. Grant - grass cutting		£ 295.00	£ 59.00	£ 354.00
134	E. Kelso	BACS	Admin - Office costs (inc. sub)		£ 260.18		£ 260.18
135	HMRC	BACS	Salaries		£ 807.00		£ 807.00
139	WPS	BACS	Admin - Insurances		£ 3,774.55		£ 3,774.55
140	KBS	BACS	Rec. Grant - consumables		£ 63.32	£ 12.66	£ 75.98
141	Lloyds Bank	DD - 16.1.2020	Admin - Office costs (inc. sub)		£ 13.82	£ 2.17	£ 15.99
			Total payments this month excluding salaries		£ 9,412.58	£ 71.66	£ 9,484.24

FOR INFORMATION

Total of payments made through grants received:						
Total of payments made as a grant						
Recreation Ground Trust				£ 301.05	£ 71.66	£ 372.71
Kington Grants				£ 1,986.00		£ 1,986.00

KINGTON TOWN COUNCIL 2021 Budget

	Agreed budget 2020-21
RECEIPTS	
Precept	£ 109,000.00
Lengthsman	
interest	£ 100.00
Other (see note 2)	
Kington remembers	
Kington remembers (interest)	
Neighbourhood Plan	
Income from markets	£ 2,000.00
Rent	
VAT refund	
Printing / room hire	
	£ 111,100.00
Less: ADMIN EXPENSES (Note 1)	£ 122,825.00
SURPLUS / (DEFICIT) OF INCOME OVER EXPENDITURE	-£ 11,725.00
General Fund	£ 116,629.46
GENERAL FUND BALANCE C/F	£ 104,904.46

1. ADMINISTRATIVE EXPENSES

Staff costs	£	44,500.00
Audit fees	£	675.00
Christmas lights	£	5,000.00
Churchyard Maintenance	£	2,500.00
Election Costs	£	1,000.00
Equipment purchases	£	500.00
Grants	£	5,000.00
Room Hire	£	-
Insurance	£	4,600.00
Kington in Bloom	£	800.00
Lengthsman/handyman	£	-
Mayors Allowance	£	1,000.00
Markets running costs	£	2,000.00
Neighbourhood Plan	£	1,000.00
Office Rental	£	4,000.00
Community Asset Transfer costs	£	2,500.00
Repairs & Maintenance	£	1,000.00
Office Costs	£	6,000.00
Subscriptions	£	400.00
Telephone/broadband	£	1,400.00
Tourist Information Centre	£	2,500.00
Training	£	250.00
Travel	£	100.00
Website	£	350.00
War Memorial	£	1,000.00
Kington Remembers	£	-
Kington Recreation Ground Grant	£	34,750.00
VAT		

TOTAL ADMINISTRATIVE EXPENSES

£ 122,825.00

2. OTHER (Income)

Tarmac Landfill Communities Fund Grant	£	-
Refund of overpayment		
Kington Chronical		
Payment from H Art		
Totals	£	-

3. Grants to the Recreation Ground (payments)

Running Costs	£	5,200.00
Maintenance	£	5,200.00
Salary support	£	6,500.00
Grass cutting	£	2,850.00
Cottage maintenance	£	15,000.00
Purchases		
Misc		
Total	£	34,750.00

Tax base

Council tax equivalent per band D property

	906.99
£	120.18
	3.85%