

Members of the Council you are  
hereby summoned to attend a meeting of

## **Kington Town Council**

to be held on **Monday 3<sup>rd</sup> July 2023 at 7.00pm**

at The Old Police Station, Market Hall Street, Kington HR5 3DP  
for the purpose of transacting the following business.

### **Agenda**

1. To receive apologies for absence, declarations of interest and requests for dispensation
2. To confirm the minutes of the meeting held on [5<sup>th</sup> June 2023](#)
3. Public participation:
  - a) Police report
    - To receive report from West Mercia police
    - To consider local policing priorities for the forthcoming period
    - To consider responses to [Town and Parish Council Survey on local policing](#)
  - b) To receive the Ward Councillors Report
  - c) To receive questions from members of the public present
4. Mayor's Report
5. Clerk's Report
6. Financial Matters
  - a) To approve payments as now due, as attached
  - b) To consider applications for community grants
7. Planning matters:

To consider the following applications:

  - a) Ref: [231600](#)  
Site: 2 Castle Hill, Kington  
Dev: Modifications to the existing dwelling encompassing internal layout changes and alterations to both façade materials and openings on each elevation. New extension to form enclosed entrance porch. Erection of new carport on the site
  - b) Ref: [231167](#)  
Site: Land West of A4111  
Dev: Proposed commercial development site (Light industrial use)
8. Transport Study: To note and agree responses to consultation forming the Transport Study being carried out on behalf of Herefordshire Council and consider any further action
9. To consider proposal to review the Town Council committee structure
10. To consider quotation for work on trees within the Churchyard at a budget cost of up to £5,000
11. To consider quotation for cleaning the War Memorial at a budget cost of up to £3,000.00
12. Training:
  - a) To consider councillor training strategy 2023-2027
  - b) To consider requests for councillor training
  - c) To note report from Cllr. Fitton on training attended

13. To note reports from Committees:
  - a) Planning Committee held [19<sup>th</sup> June 2023](#)
  - b) Scrutiny Committee held on [19<sup>th</sup> June 2023](#)
  - c) Environment committee scheduled for 19<sup>th</sup> June – meeting inquorate
14. To note resignation of Cllr. J. Cooke
15. Information only item: Reports from councillors
16. Items for the next agenda and date and time of next meeting

Issued by:  
Liz Kelso, Clerk, Kington Town Council  
Tel: 01544 239098 or mobile: 07483914485  
Email: [clerk@kingtontowncouncil.gov.uk](mailto:clerk@kingtontowncouncil.gov.uk)  
28.6.2023

***Members of the public are welcome to attend meetings of the Town Council and may, at the discretion of the Chairman, speak on some agenda items. For further information on council procedures please speak to the clerk.***

***In the interests of the health and well being of councillors, staff and members of the public in attendance, please do not attend this meeting if you are unwell whether or not you have tested positive for covid.***

## Kington Town Council

**Schedule of payments to be approved on 3rd July 2023**

[illegible]

**Kington Town Council**  
**Grant Applications 2023-4**  
**First round – summer 2023**  
**Schedule of grant Applications**

Organisation	Amount requested	Activity to be funded	Recommended Offer	Comments
Kington Walks	£487.00	Mortimer Trail sign board		Application held over from previous year
Kington Scout Group	£400.00	Camping equipment		

**Total budget available this year: £5,000.00**

**Total committed to date: £0**

Total requested, as above: £ 887.00

Total for year £

Budget remaining (if awarded) £4,113.00



**KINGTON TOWN COUNCIL**

**Meeting 3.7.2023**

**Agenda item 8: Kington Transport Study Consultation**

**Draft Responses**

**Bus Services - <https://forms.office.com/r/nLr3TcLMZY>**

- 1, Stakeholder Group: Kington Town Council**
- 2. How would you describe the quality of service provided by the bus operator in Kington?**

Good

- 3. What are your views on the quality of service provided (including frequency of services, costs, maintenance of the buses connectivity with key destinations, bus shelters etc.)?**

**Key Destinations:** The service from Kington to Hereford is considered to be reasonable with the first service from Kington to Hereford being at 0640, arriving in Hereford at 0737 with an approximate hourly service to Hereford ending at 1710 (Monday to Saturday). There is no evening service and a very limited service on a Sunday (funding for which is believed to be ending soon). Those working in Hereford cannot therefore use this service if working later in the afternoon/evening and college students cannot return to Kington if attending late afternoon/evening activities. There is no public transport for those wishing to attend social events, theatre or restaurants in Hereford during the evening.

There is no public transport access to any of the other market towns within Herefordshire, particularly to Leominster which is the nearest market town (11 miles) and where many services are located (banks and other financial institutions, medical services, etc.). To access Leominster requires a bus to Hereford and then train to Leominster; a journey taking something in the region of 2+ hours compared with something in the region of 20 minutes by car.

The walking route to/from Kington to Hay on Wye is a popular route for tourists but public transport links to take or bring tourists to this route take over 2 hours via Hereford. Hay on Wye also provides a link to other South Wales destinations but access is only via Hereford.

Within the town, there is limited service around the town for those with limited mobility and there have been requests for additional bus stops particularly to link the outer fringes of the town with the High Street.

Cost: A one way ticket from Kington to Hereford is £5.60 with a return which can only be used on the same day is £8.60. This is prohibitively expensive for those who work or study in Hereford and for families wishing to visit Hereford. Average earnings in Kington are significantly lower than elsewhere in Herefordshire.

**4. In your opinion how well used are the existing bus services in Kington? Has there been a noticeable change in demand post-pandemic?**

Data on usage is not available but anecdotal evidence suggests the first bus into Hereford after 9am (i.e. when bus passes can be used) is extremely well used.

The cost of the service to/from Hereford deters many families from using the service, particularly at the current time when family incomes are being squeezed.

There is demand for additional bus services directly serving Hereford particularly in the morning (for students – Kington has no post 16 educational facilities) and an evening service (for workers and those attending social events/theatres etc.).

**5. Please provide any additional comments on issues/opportunities related to bus services in Kington**

The lack of public transport serving Kington means that most Kington residents have no choice but to own and run a car. There are no nearby taxi services (and the average price of a taxi from Hereford to Kington is £65 for a one way trip) and even the bus cost is considered prohibitive for families. Lack of employment and educational opportunities in Kington mean that many residents have no option but to seek work outside of the town.

1. **Stakeholder Group:** **Kington Town Council**

2. **Which routes do you think are most popular in Kington?**

There are six long distance walking routes in or near Kington all of which attract both local, national and international visitors to the Town:

- The Offa's Dyke National Trail which runs along the border between England and Wales
- The Herefordshire Trail, a circular tour of the county
- Mortimer's Trail between Ludlow and Kington
- Vaughan's Way between Kington and Bredwardine (linking Offa's Dyke Trail to the Wye Valley Walk)
- The Wyche Way running from Kington to Broadway in the Cotswolds
- The Arrow Valley Way tracing the course of the River Arrow

Within Kington, there are [six main routes promoted by Kington Walks](#) (a local voluntary/charity group) which are also popular amongst local residents, national and international visitors.

3. **What are your views on the condition of the existing walking routes?**

Many of the existing walking routes are in good condition, particularly those around the town, thanks to the efforts of the volunteers of Kington Walks, including the local Footpaths Officer although there are some which require ongoing maintenance or the upgrading of infrastructure such as signage, etc. The Herefordshire BID (business improvement district) has recently co-ordinated voluntary efforts to upgrade the Mortimer Trail (including signage) and the Town Council amongst others contributes funding towards the work of the group.

4. **How would you describe the level of information available for identifying the existing walking routes (signage, maps, apps etc.)?**

Very Good

5. **Please identify any specific conflict points between the highway network and the key walking routes**

Several long distance paths cross the A44 Kington By-Pass on the outskirts of the town. The road is currently a national speed limit (with speeds often exceeding the limit), has a long bend limiting visibility at distance for both walkers and drivers and has been the site of several accidents including two fatalities within the last few years. At the Town Council's request, Herefordshire Council has started work on a Traffic Regulation Order reducing the speed limit along that route and adding additional signage and although work to improve signage was scheduled for last

month, this was cancelled/postponed with no current estimate of when this work will take place.

6. **How would you describe the current level of marketing of Kington as a significant walking centre?**

Average

7. **How would you describe the overall provision of existing routes/supporting services (e.g. accommodation availability and quality, food/drink, shopping, other attractions) to support Kington's status as a walking hub?**

Good/Average

8. **Please provide any additional comments on issues/opportunities related to walking routes/the walking hub concept in Kington**

**Marketing:** Kington's Tourist Information Group is entirely run and managed by volunteers with limited capacity to promote Kington, particularly through social media. Whilst this is being addressed through support from the Herefordshire BID, this is an area requiring improvement.

Kington Walks produce an excellent leaflet and information on their website on local walks which are also displayed on the Town Map (funded by Kington Town Council) in the Place de Marines in Kington.

**Accommodation:** Tourist accommodation in Kington has limited capacity within our small town

**Food and Drink:** Although well served by pubs, the size of the town means that cafes and similar facilities are limited for visitors

**Transport:** Lack of public transport has a particular impact on the town as a tourist destination for those wishing to visit and use the walking routes within and serving the town, particularly at weekends.

The walking route to/from Kington to Hay on Wye is a popular route for tourists but public transport links to take or bring tourists to this route takes over 2 hours via Hereford.

Lack of parking within Kington is a particular issue for visitors using the town as a base for walking. Please see further comments in the parking section of this consultation.



**High Street - <https://forms.office.com/r/MpYh3SQxCp>**

1. **Stakeholder group:** **Kington Town Council**
2. **What are your views on the pedestrian environment in the High Street area (surfacing, street furniture, litter, maintenance etc)?**

The pedestrian environment in the High Street has been recent refurbished using funding from the Market Towns Initiative resulting in a resurfaced footpath and roadway which has been welcomed by residents and visitors to the Town.

The centre of Kington is largely of medieval origin with very narrow streets and very narrow pavements. Street lighting is poor and has limited cover, particularly in the narrow alleyways linking key sites such as the High Street and car parking within the town and there is limited street furniture in the form of seating/benches. The narrow pavements means that pavement sweeping vehicles now used by the public realm contractor are no longer able to operate within Kington with the result that pavements are rarely swept or cleansed. Similarly in winter, pavement gritters cannot be used within the Town and use of a snow plough through the centre of the High Street results in the pavement becoming blocked with snow.

3. **How do you describe the quality of the pedestrian environment?**

Good

4. **How would you describe the level of personal security in the High Street area (lighting, CCTV, instances of crime etc.)?**

West Mercia Police should provide data on reported incidents in the High Street and nearby areas. Whilst limited CCTV is in existence, the system is now outdated and the police do not appear to be routinely using the system. The CCTV coverage should be extended and properly maintained. Recent incidents of windows being broken but not picked up by CCTV despite being within sight of the cameras suggest the system is flawed.

Local views suggest that many residents do not feel safe in the High Street and surrounding streets at night and limited police availability means that calls for assistance can take some time for a response.

5. **What are your views on the existing level of footfall? Are there any specific pinchpoints where congestion is often experienced? If so, where are they?**

With narrow pavements and roadways and the layout of the town can mean that only a slight increase in pedestrian numbers and/or vehicle numbers can result in congestion. Typically, access to popular stores such as the Chemist, Nisa and activities such as Festivals, Events and during the school run result in higher levels of activity within the High Street.

6. **In your opinion, what has been the impact on footfall post-pandemic?**

Decreased

7. **In your opinion, how accessible is the High Street area for vulnerable users (e.g. tactile paving, braille signage, footway width etc.)?**

Average

8. **When visiting the High Street area, which of the below would you most commonly do to access it?**

**Drive and park in a nearby car park**

**Drive and park on street**

**Take the bus**

**Walk from home**

**Cycle from home**

**Other**

All of the above

9. **How would you describe relationship between pedestrians and vehicle users in the High Street area? Are there any conflicts between pedestrians and other vehicles, including cars, HGVs and service vehicles? If so, where are they?**

With very narrow streets, the interaction between vehicles and pedestrians is a constant issue within the High Street. There is frequent parking on the High Street by those accessing the Chemist in particular but also the Nisa store resulting in other vehicles having difficulty passing. Even without on street parking, a lorry/HGV meeting another large vehicle (bus, HGV etc.) within the High Street area results in one or both vehicles mounting the pavement, which has already resulted in broken paving in areas very recently refurbished or relaid and clear danger to pedestrians. Many residents have experienced injuries (both major injuries and minor injuries) from passing vehicles.

Wheelchair users, mobility scooter users and those with prams and pushchairs have particular difficulty in the narrow pavements.

There are currently no formal pedestrian crossing points within the High Street although a pedestrian crossing funded through s106 is scheduled for opposite the primary school in Mill Street is planned and long overdue. Pedestrians attempting to cross the road in the vicinity of the Market Hall (Mill Street and the High Street) are particularly vulnerable as a result of vehicle speed, vehicle volume, HGVs and cars accessing the Co-op and main town car park behind Nisa and buses from the main bus stop and bus garage in Mill Street. Vehicle access to and from the High School is also via this very busy junction.

**10 How would you describe the level of road safety in the High Street area?**

Poor

**11 Please provide any further detail on your views on the road safety of the High Street area?**

Please see responses provided in 9 above.

When canvassed some residents and businesses have suggested a one way system might mitigate some of the safety issues for pedestrians and vehicles within the High Street area, provided that the detour from one side of town to the other is appropriate and with some limited on street parking provision for short stay parking particularly for those with limited mobility/blue badge parking and for deliveries to local shops. There should be adequate policing and treatment of those parking on yellow bands within the High Street.

**12 What are your views on the existing provision of cycling facilities and demand in the High Street area?**

There is very limited provision for cycle parking within the Town, those being available outside the NFU building in Mill Street.

Due to the topography of the town and narrow High Street there is limited cycling within the town centre.

**13 Please provide any additional comments on issues/opportunities related to the High Street area of Kington**

The narrow footways, narrow roadways and HGVs in particular in the High Street mean that vulnerable users are at particular risk in Kington. There is no braille signage and where there are dropped kerbs, these have a small lip resulting in difficulty for wheelchair, mobility scooter, pram and push chair users.

Any maintenance work within the High Street leads to severe congestion.

A carefully thought out one way system and limits on vehicle weight within the High Street would vastly improve both safety and traffic flows within the Town.

Consideration should also be given to a 20mph limit in the centre of the Town which would improve both safety and traffic flows within the Town.

1. **Stakeholder Group:** Kington Town Council

2. **How would you describe the existing level of parking provision in Kington?**

Too little

3. **What are your views on the quality of parking provision in Kington? Please identify any specific issues at specific car parks, including in relation to lighting, CCTV, surfacing, etc?**

The largest car park in Kington is that belonging to the Co-op which is not a public car park and can only be used by customers. These comments therefore exclude this facility and exclude the very limited provision for private on street parking such as that available on streets outside of the main High Street/Town Centre.

Public car parks include the central Kington car park (located behind the Nisa store and accessed via Crabtree Avenue, Mill Street Car Parks, Market Hall Street car park and Love Lane car park. All car parks except the Mill Street Car Parks are currently free of charge. There is electric vehicle charging available at the Mill Street Car Park.

Public car parking provision is considered wholly inadequate with poor lighting in all but the Mill Street car parks and very little maintenance in any of the other car parks so that surface levels are poor resulting in trip hazards for those using them. There is no CCTV coverage.

4. **What are your views on the location of parking for accessing services (including for Blue Badge holders)?**

There is only very limited parking for blue badge holders with three spaces in the Mill Street car parks, few spaces in the car park behind Nisa and none at all in the remaining public car parks with the result that blue badge holders frequently park in the High Street, particularly when accessing the Chemist for example. The surface of the car park where blue badge parking is available is poor, putting those with mobility issues at particular risk. There are no facilities for blue badge parking within a reasonable distance of the library or post office.

5. **What are your views on the current approach for parking charges in Kington (all public car parks are currently free with the exception of Mill Street)?**

The centre of Kington is largely of medieval origin with very narrow streets in all but the most recent developments. There is **little or no parking provision for most residential properties within the town boundary**. The High Street in particular (including surrounding streets) consists of small independent shops and businesses with flats above with no allocated on or off-street parking.



We believe any proposal for the introduction of car parking charges will impact significantly on the household budgets of residents forced to use the car parks, many of whom are already on very low incomes. It is inevitable that many will chose to park their essential vehicles on existing narrow streets resulting in roads becoming blocked or inaccessible for larger vehicles, including emergency vehicles. **This Town Council supports the continuation of free parking within the Towns Car Parks to support local residents and local businesses.**

In 2011, Councillor Adrian Blackshaw, Herefordshire Cabinet member, stated “whilst all areas in the count have challenges, we came to the conclusion after discussions that Kington is a special economic case. As a result, we have decided not to impose parking charges on the car park in the High Street at the present time. There is very limited on-street parking in the vicinity of the High Street in Kington and on reflection we feel imposing charges on the car park may have an adverse impact on shoppers trying to access the town centre so I have decided to keep it as a free car park”. We believe that situation has not changed other than the range of services within Kington has reduced substantially from 2011 and subsequent planning consent granted, particularly along the High Street and nearby streets, has increased the number of residences above shops.

In March 2022 150+ residents of the town attended a public meeting, attended by the cabinet member for Herefordshire Council and others, when the introduction of car parking charges was again suggested by Herefordshire Council. At the time the level of proposed charges was quoted by many in attendance as simply unaffordable with several noting that with no alternative but to park in public car parks, the proposed charges represented the equivalent of a months wages for the family.

6. **Please provide any additional comments on issues/opportunities related to parking in Kington**

As noted earlier, car parking provision within Kington is inadequate to support local residents/families who are forced to use a car as a result of the lack of appropriate public transport as an alternative, and inadequate for local businesses in attracting shoppers and visitors to our town. This was highlighted in a recent Economic Development Plan for Kington which identified few opportunities for additional parking other than potentially the livestock market site off Market Hall Street which is owned by Estate Agents and Market Operators, McCartneys. Whilst this site is still active as a livestock market, some land might be available to provide additional parking on days when the market is not operational.

Limited on and off street parking within the Town means that there is very limited charging for electric vehicles with provision within the Mill Street car park only. We believe consideration needs to be given to additional electric vehicle charging facilities particularly in other areas of the town.

## **KINGTON TOWN COUNCIL**

**Meeting – 3.7.2023**

### **Agenda item 9: Town Council Committees**

Kington Town Council currently has six committees, excluding Kington Recreation Ground Trust and the Management Group of Kington Recreation Ground Trust. Committees were formed to provide a facility for proposals for full council to be discussed and finalised before putting to full council but in recent months attendance has been sporadic resulting in delays to some activities when meetings are inquorate.

The purpose of this agenda item is to begin a discussion on the current structure and number of committees with the aim of improving effectiveness and efficiency and reducing staff workload by amalgamating some committees and moving towards working parties. It is suggested that authority be delegated to the Scrutiny Committee to review the proposals in more detail with a view to making recommendations to a later meeting of Full Council.

Initial proposals might include:

Planning Committee:	Monthly as currently on the third Monday of each month
Scrutiny Committee:	Held once a year and when needed
Finance and General Purposes Committee:	To be held a minimum of 4 times per year
Personnel Committee:	To be combined with Finance and General Purposes
Environment & Services	To be combined into Resources and Environment Working Party

A note summarising the main differences between committees and working groups is attached for information.

## **TOWN AND PARISH COUNCILS**

### **Working Groups vs Committees**

Very broadly, the work of a town or parish council is governed by the Local Government Act 1972 as amended. A town or parish council may arrange for the discharge of any of their functions by a committee or a sub committee<sup>1</sup>. The terminology is significant as simply calling something a committee means it must be treated as such even if it is purely advisory, i.e. has no delegated powers.

#### **Committees**

1. A town or parish council may set up a committee in accordance with the Council's standing orders, delegating such powers to that committee as it thinks fit although there are some powers that can only be discharged by Full Council in accordance with the Local Government Act (for example, approving the AGAR).
2. In general terms, Kington has set up advisory committees, i.e. with no delegated powers, which means that committees make recommendations for action to Full Council. The exception is the Planning Committee which has delegated powers to submit observations and comments to the planning authority, Herefordshire Council, on behalf of the town council.
3. In theory, the main advantage of an advisory committee is that the committee undertakes the background work associated with any recommendation, saving time at full council meetings. There is always a risk however that those not part of that committee will wish to re examine the recommendation of the advisory committee at full council anyway and often this means that decision making is slowed rather than enhanced.
4. A committee's terms of reference are set by the body which sets it up (usually full council) and can only be amended by that body.
5. Membership of any committee is set/agreed by full council. Full council may set procedural requirements for committee membership such as minimum or maximum membership requirements (see below re. quorum), who can be appointed to any particular committee and when members can be added to committees. Kington does not have minimum or maximum numbers but no committee can, technically, be of less than 3 members as this is the minimum quorum requirements under the LGA.
6. Attendance at a committee meeting by a councillor who has been elected to that committee counts as attendance for the purposes of s.85 (aka the six month rule). Attendance at a committee meeting by a member who has not been appointed to that committee counts as attendance as a member of the public so does not count as attendance for the purposes of s.85. If a member attends a committee meeting to which they have not been appointed and that committee moves into confidential session, that member must also leave the room for that agenda item.
7. Committee meetings are subject to an agreed quorum. KTC quorum limits for each committee are set separately and are mostly 5 members but sometimes 4. The LGA sets the minimum

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<sup>1</sup> LGA 1972 s.101

quorum for any council meeting (including committees) at 3 or one third of membership, whichever is greater.

8. A committee can set up a sub committee but the use of the term draws that body into the regulations for committees as outlined here.
9. Committee meetings must, in accordance with the Local Government Act, be held in the same way that a full council meeting is held, i.e.:
  - Agendas must specify the business to be transacted at the meeting with sufficient clarity so that members can identify which decisions are to be required of them
  - Agendas must be issued a minimum of three clear days before the meeting (this excludes weekends and bank holidays); a clear day being defined as excluding the day of posting of the notice of meeting and the day of the meeting itself
  - Agendas and supporting papers must be published on the local authority's website and in a conspicuous place (notice board) within the parish
  - Meetings must be open to the public to attend
  - Code of Conduct, standing orders etc. apply to all meetings of committees
  - Minutes of meetings must be published on the town or parish council website and made available to the public.

### **Working Groups**

1. A working group is usually set up by a Committee or by Full Council and whilst it doesn't have to have terms of reference, it is advisable to do so.
2. A working group can never be delegated any power to make decisions. It can only be advisory.
3. Working groups are usually set up for a very specific purpose or task (also known as Task and Finish Groups) but can be ongoing.
4. Working groups are not subject to the requirements for public or member notification of agendas, minutes, notices of meetings and/or admission of the public to meetings. However, to be effective it is highly recommended that agendas should be issued, notes of meetings kept and regular reports made back to the group which established the working group.
5. Councillor membership of working groups should be agreed by the body which sets up the group (committee or full council) although there is no legal requirement to do so.
6. Working groups can appoint members of the public to the group
7. The Code of Conduct applies to councillors appointed to working groups whilst taking part in those groups. Many working groups also require that members of the public taking part in the group should similarly commit to the Code of Conduct although there are no sanctions for breaching the Code by a member of the public, other than removal from the group by the body establishing the working group.

Liz Kelso  
Town Clerk  
June 2023



# KINGTON TOWN COUNCIL

## COUNCILLORS' TRAINING STRATEGY

2023-2027

### INTRODUCTION

Kington Town Council strives to be a best practice Council. To this end, it invests in the training and development of its Councillors and staff.

The new Council, elected in May 2023, comprises both those who have previously served on the Town Council and a number of Councillors who are new to Council work. The Council's training strategy will therefore take account of the range of skills and experience that exists on the Council and over the life of this Council to 2027, will aim to ensure that all Councillors are equipped with the skills to perform their duties with due diligence, and to be able to take on the range of roles and responsibilities that the Council requires in the execution of its duties.

Kington Town Council is mindful of the need to balance effective training and development of its Councillors with the costs that could be incurred by the Council. It will seek, where possible, cost effective training provision.

### COSTS

- *An appropriate budget will be set aside for training for councillors each year*
- *Requests for training must be made to the Town Clerk who will present requests for approval by full council before booking places on any course*
- *Approved training for councillors will be paid in full by the Town Council, including where necessary, agreed travel and subsistence costs*
- *Where agreed training is not attended and the course has not been cancelled in advance, the Town Council reserves the right to require the councillor to reimburse the Town Council with the cost of the course.*

### COUNCILLOR INDUCTION TRAINING

All Councillors to be provided with an induction pack that includes Council's Standing Orders, Financial Regulations, Council Policies and Procedure, Terms of Reference of Committees and such other materials as will be appropriate at the time.

All Councillors to attend a briefing session with the Clerk.

### **COUNCILLOR TRAINING NEEDS ASSESSMENT AND TRAINING RECORDS**

- All Councillors will complete a training needs form, which will then form part of the Councillor's training record.
- Training records will be kept for each Councillor.
- Prior approval from the Town Council will be required for any training undertaken in connection with the Councillors role as a town councillor.
- All Councillors will be expected to attend training that is provided for them, and to keep their specific training needs under review
- *All Councillors attending training, whether online or face to face, are expected to provide a report to Full Council or Council committee (as appropriate) on the course(s) attended.*

### **TRAINING PROVISION**

All Councillors to be provided with details of on-line training provision and encouraged to complete these courses. Where Councillors do not have home access to the internet, arrangements will be made to *provide access to online courses*.

Where specific training is required, and appropriate courses are available, the Council will arrange for attendance at such courses. Where more than one Councillor requires training in a specific area, KTC will investigate the provision of in-house training. KTC as a Council will also identify where general training is required for the whole Council.

Where skills and experience in specific areas exist within the Council itself, this will be used as far as possible to provide training and mentoring for Councillors.

Specific training will be provided to Chairs of Committees, where it has been identified that this training is required. The Council will also consider such training for Councillors with little or no experience of chairing committees, to ensure that there is a pool of trained Councillors who take on a Chairing role.

All Councillors will be provided with such materials as may be appropriate for the development of their skills and knowledge in areas of the Council's interest.

**KINGTON TOWN COUNCIL****Councillor Training Requests**

<b>Name</b>	<b>Training</b>	<b>Provider</b>	<b>Date</b>	<b>Cost</b>
<b>Richard Banks</b>	Finance	Mulberry & Co	To be confirmed	£ 45.00
<b>Martin Woolford</b>	Finance	Mulberry & Co	To be confirmed	£ 45.00
<b>Ruth Warne</b>	Policies, powers & duties	Mulberry & Co	To be confirmed	£ 45.00
	Whats new in the planning	Mulberry & Co	13-Jul	£ 45.00
<b>Judith Gardner</b>	Policies, powers & duties	Mulberry & Co	To be confirmed	£ 45.00
	Chairs Training	Mulberry & Co	06-Jul	£ 45.00
	Finance	Mulberry & Co	09-Aug	£ 45.00
<b>Nicki Cornish</b>	Roles & Responsibilities	Mulberry & Co	01-Aug	£ 45.00
				£ 360.00

**From:** Martin Fitton <martinfitton2@gmail.com>  
**Sent:** 28 June 2023 10:47  
**To:** clerk@kingtontowncouncil.gov.uk  
**Subject:** Zoom event

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Hi Liz,

A short note on the Zoom event for the Council Meeting if needed

### **Fighting climate change with local council action**

24 May 2023 — 12.00 – 13:15

For many years, organisations such as Friends of the Earth encouraged communities to act globally and think locally to save the planet. Councils do not get any more local than local (parish and town) councils. But despite the warnings of extreme weather phenomena being a regular occurrence unless net zero is reached within a generation – to what extent are local councils heeding this call?

This event will unveil the latest environmental projects local councils across England have been involved in to increase biodiversity and make an impact in reducing climate change.

Join us to discover how a national stakeholder interested in rural sustainability works with communities to save the planet. Hear excellent local council case studies and get incredible tips to learn how your local council can think globally and act locally in the fight against climate change.

Speakers: Megan Blyth (Centre for Sustainable Energy), Culvin Milmer (Swanage Town Council) and Cllr Richard Neale (Draughton Parish Council)

Report on the NALC Zoom Workshop

### **Fighting climate change with local council action**

24 May 2023



Speakers: Megan Blyth (Centre for Sustainable Energy), Culvin Milmer (Swanage Town Council) and Cllr Richard Neale (Draughton Parish Council)

The purpose of the Workshop was to show how Community and Town Councils can "Think globally and act locally" to aid climate change mitigation. The NALC text above promoting the event is perhaps a little overdrawn.

Swanage: Culvin Milner was Swanage Town Council's Business Development Officer and visitor Services Officer for the well known coastal resort In Devon. In 2019 his authority had committed to achieving carbon neutrality for their own activities by 2030 as the basis for building a "Sustainable Swanage" They had financial support from their County Dorset to appointed a part time " Sustainable Swanage Officer" for a period though funding had subsequently been withdrawn. They had drafted a Sustainable Policy Action Plan and this was very much a live action Plan-not simply an aspirational statement-by 2023 they had up dated nine times.

The other local authority speaker, Richard Neale of Draughton Parish Council which a small community adjacent to Skipton in Yorkshire with 75 houses and a population of 200. They were seeking to develop solar and wind energy and had received £8.5K lottery funding for consultants who were preparing a scheme which would give residents the opportunity to take shares in community energy. There was some interest though only 50% of residents surveyed believed climate change was a problem.

Megan Blyth of the Centre for Sustainable Energy suggested that Small Third tier Councils could play a significant role in promotion of sustainable energy even they had no direct role in provision and starting with small projects was worthwhile.

There were 173 participants in the Zoom which, with c1000 Town and Community Councils in England and Wales was around 17% of the total and could be significant if all committed to action. However whilst it was not mentioned in the Zoom presentations it appears that community initiatives are not likely to prosper unless provision is made for their incorporation into the National Grid. structures. NALC is aware of this and has sent evidence to a recent Government consultation.