

KINGSLAND PARISH COUNCIL

MINUTES OF THE MEETING HELD AT 7.30PM ON WEDNESDAY 21 JUNE 2023 AT THE CORONATION HALL

PRESENT: Mrs C Sawyers (Chairman), Mr P Saunders (Vice Chairman), Mr D Fordham, Mr R Harris, Mr S Hicks, Mr S Morgan, Mr D Thompson, and Mr B J Watkins.

IN ATTENDANCE: Ward Cllr. D Hurcomb; Traffic plan acting coordinator, Dr E Wallington, and Mr R Hewitt, Parish Clerk. Five (5) members of the public were present.

2023/38 APOLOGIES FOR ABSENCE accepted from Mr J Vaughan.

2023/39 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION
Cllr. Fordham declared a disclosable pecuniary interest in planning application 231730 The Granary.

2023/40 CO-OPTION OF NEW MEMBERS
Mr S Morgan was co-opted. Mr Morgan signed the acceptance of office and joined the meeting. Co-option to the remaining two vacancies was deferred to the next meeting.

2023/41 ELECTION OF OFFICERS/ REPRESENTATIVES
(i) Footpath Officer: Cllr. S Morgan.
(ii) Neighbourhood/ Parish Watch Representative: Deferred.
(iii) Lengthsman Coordinator: Cllr. S Hicks
iv) Council members of traffic management and playground working groups: Cllr. P Saunders (traffic management and playground), and Cllr. S Morgan (traffic management).

2023/42 POLICIES AND PROCEDURES
Standing orders, financial regulations and code of conduct will be reviewed with a view to updating the policies and procedures. Cllrs. Harris and Saunders kindly agreed to undertake an initial review with the Clerk prior to submission of the updated documents to the parish council.

2023/43 MINUTES OF ANNUAL MEETING
The Minutes of the Annual Meeting held on 24 May 2023 were agreed and signed.

2023/44 REPORT ON HEREFORDSHIRE COUNCIL
Ward Cllr. D Hurcomb's written report was noted. Cllr. Hurcomb briefed the parish council on resurfacing of roads, the pausing of the library relocation project, phosphates credit programme, planning, public rights of way and processing of traffic regulation orders, lengthsman scheme, and forthcoming tour of local roads with the locality steward.

Matters raised with Cllr. Hurcomb included planning enforcement, drain at Cobnash, closed swing bridge, road sweeping and bypass for Hereford.

- 2023/45 LOCAL RESIDENTS' DISCUSSION**
A member of the public requested that councillors have their names displayed. A blocked and overgrown footpath was reported.
- 2023/46 PLAYGROUND FOR OLDER CHILDREN**
Cllr. Saunders reported on three new quotations obtained for playground equipment for the new location at the side of the tennis courts, and recommended the best value quotation, which is £24,000.00, of which 50 percent is covered by the two grants paid to the parish council in 2022. Further funding is expected from s106 development funds held by Herefordshire Council.
- The new drawing and list of equipment have been submitted to planning services by the Clerk under delegated powers. The parish council RATIFIED the amended site plan and schedule of equipment. A decision from the planning authority on the planning application is expected shortly.
- 2023/47 TRAFFIC MANAGEMENT PLAN**
Dr E Wallington, coordinator, traffic management plan working group, kindly provided a report. A meeting with West Mercia Police's traffic advisor and Herefordshire Council is planned for next month. A consultation with members of the parish to highlight traffic issues is planned. An article is being prepared to help keep members of the public informed.
- The parish council agreed to help facilitate the planned meeting with West Mercia Police and Herefordshire Council as necessary and asked that communications on the traffic management plan are reviewed by the parish council (or the Clerk under delegated powers if between meetings) prior to publication.
- The Chairman thanked Dr Wallington and the working group on behalf of the parish council.
- 2023/48 SPEED INDICATOR DEVICES (SIDs)**
It was noted that speed indicator displays are no longer available to hire from Herefordshire Council. The parish council asked that speed indicator displays are looked at by the traffic management working group and their use considered in the forthcoming traffic management plan.
- 2023/49 PLANNING**
231381 and 231382 The Old Butcher Shop, Kingsland, HR6 9SQ – The demolition of a range of workshops and extensions to the rear of the dwelling and the erection of a single storey extension. *The planning application and application for listed building consent were supported.*
231606 Sunnybank, Kingsland, HR6 9SE – Removal of 4 conifer trees circa 14ft high, approx. 125mm diameter at 1.5 meters above ground, due to wind damage and roots causing damage to surrounding patio area. *Not considered due to decision being made on the application by the planning authority.*
- [Cllr. D Fordham left the meeting.]

231730 The Granary, Kingsland, HR6 9RU – Removal of 3x Larch Trees. 2x trees overhanging gable end of house. 1 x tree crown broke off and is dying. *The proposed tree work was supported.*

[Cllr. D Fordham re-joined the meeting.]

Herefordshire Council have allowed works to trees within a conservation area for 231606 Sunnybank.

2023/50

FINANCE

The following payments were agreed: Herefordshire Council, design re: Cobnash & St Michael's Avenue signs (£330.40) and CloudNext, hosting of website 2023-24 (£119.98).

ii) Parish council bank account and accounts/ contact details for parochial charities: It was agreed to add three new signatories alongside existing member signatories for the parish council and parochial charity accounts. The practice is for all members to be deemed trustees of the parochial charities by virtue of their position as councillors. It was noted that CCLA has requested that their Client Information form is completed and agreed that this will be done by the Clerk and Responsible Financial Officer.

iii) Wigmore School Celebration Evening Awards: The parish council agreed to sponsor two awards (£50.00).

iv) Installation/ integration of Office 365 on parish council laptop: It was agreed to commission this work at a cost of £273.60 (+VAT).

v) Risk schedule: Approved.

2023/51

POLICE COMMUNITY CHARTER

The West Mercia Police Community Charter for the parish was amended to include thefts from outbuildings. The updated charter will be submitted to the Safer Neighbourhood Team, Leominster.

2023/52

S106 BRIEFING

Parish briefings on s106 delivery works are scheduled for early August 2023. The parish council agreed to request that payments for off site play/ open space are placed on hold pending the outcome of the planning application for the playground for older children.

2023/53

HALC COURSES

Deferred.

2023/54

MATTERS RAISED FOR THE NEXT MEETING (no discussion) – Smartwater.

2023/55

INFORMATION ITEMS – Noted.

2023/56

DATE OF NEXT MEETING

The next meeting will be at 7.30pm on Wednesday 26 July 2023.

The Chairman closed the meeting at 9.22 pm.

Signed:

Date: