

KINGSLAND PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 20 MAY 2014 AT 8.10 PM AT THE CORONATION HALL

PRESENT

R C Smallwood ... CHAIRMAN, Mr C Southgate (VICE CHAIRMAN), Mrs G B Bengry, Mrs L Juson, Mrs C Sawyers; Mr G Bradley, Mr H Jones, Mr D Thompson, Mr P D Vaughan and Mr B J Watkins.

IN ATTENDANCE

District Cllr. S Bowen; and Mr R Hewitt, Parish Clerk.

2016/21 ELECT CHAIRMAN

Cllr. Smallwood was unanimously elected as Chairman of the parish council for 2015-16, and signed the declaration of acceptance of office as Chairman.

2016/22 ACCEPTANCE OF OFFICE

The meeting noted all acceptances of office as councillor have been signed and counter-signed by the Clerk for members present.

2016/23 APOLOGIES FOR ABSENCE accepted from Mr D Fordham.

2016/24 CO-OPT A PARISH COUNCILLOR

The meeting agreed unanimously to co-opt Mrs Carol Sawyers as a member of the parish council. Mrs Sawyers, who was present at the meeting, signed the declaration of acceptance of office.

2016/25 AMENDED CODE OF CONDUCT

The parish council unanimously adopted the proposed amendment to the code of conduct.

2016/26 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

There were no declarations made.

2015/27 ELECTION OF OFFICERS

- (i) Vice Chairman: Cllr. C Southgate was unanimously elected Vice Chairman.
- (ii) Airfield Representative: Cllr. P Vaughan.
- (iii) Footpath Officer: Cllr. G Bradley.
- (iv) Tree Warden: Cllr. B Bengry.
- (v) Parish Watch Representative: Cllr. L Juson.
- (vi) Lengthsman Administrator: Cllr. C Southgate (Vice Chairman).

2016/28 NEIGHBOURHOOD PLAN STEERING GROUP

The Chairman, Vice Chairman, and Cllrs. Thompson, Vaughan and Watkins agreed to join the steering group.

- 2016/29 KINGSLAND PARISH COUNCIL ACCOUNTS 2014-15**
The meeting RESOLVED to agree the Annual Accounts for 2014-15, and the Annual Return was signed by the Chairman and Clerk.
- The Clerk read out the Annual Governance Statement. All statements in the Annual Governance Statement were unanimously agreed and signed by the Chairman and Clerk.
- The meeting RESOLVED to agree the Parochial Charity Annual Accounts for 2014-15, which were signed by the Chairman.
- 2016/30 INSURANCE RENEWAL**
The meeting reviewed the parish council insurance and agreed to renew the long term agreement with Zurich Municipal Insurance.
- 2016/31 RISK SCHEDULE**
The parish council reviewed and agreed the risk schedule.
- 2016/32 POLICIES AND PROCEDURES**
The meeting agreed to review the procedure for freedom of information requests. The parish council pays a proportion of the Clerk's subscription to the Society of Local Council Clerks. A proposed complaints procedure was reviewed and adopted unanimously. It was agreed that all press and media enquiries should be directed to the Chairman.
- [Cllr. D Thompson left the meeting.]
- 2016/33 TRANSPARENCY CODE**
The meeting noted the requirements of the new transparency code as set out by Grant Thornton.
- 2015/34 MINUTES OF PREVIOUS MEETING** –The Minutes of the Meeting held on Monday 20 April 2015 were agreed and signed.
- 2016/35 LOCAL RESIDENTS DISCUSSION**
There were no matters raised.
- 2016/36 FINANCE**
The meeting noted the receipt of 50 percent of the parish precept for 2015-16 (£10,000.00). The following payment was AGREED: Emma Greenald, internal audit (£225.00).
- 2016/37 LENGTHSMAN SCHEME**
The Vice Chairman reported that there have been no specific requests. A red rose has been purchased for the Monument, which will be in addition to a red rose provided by Cllr. Bengry.

The Clerk said references have been received from two parish councils with regard to R Mills as lengthsman. The Chairman signed lengthsman contracts with Herefordshire Council, R Mills and HITREES. R Mills will undertake enhanced lengthsman work such as filling potholes and HITREES will provide traditional lengthsman work.

2016/38 P3 FOOTPATHS SCHEME

Cllr. Bradley said footpaths maintenance was ongoing, and will provide a more detailed report at the next meeting.

2016/39 NEIGHBOURHOOD PLAN

The Vice Chairman reported that the main modifications to Herefordshire Council's core strategy have delayed progress to the next stage of the neighbourhood plan. There will be a meeting in early June with Data Orchard to review the neighbourhood plan in light of the proposed main modifications.

The meeting noted that the bridging grant will not cover £280.00 of Data Orchard's services as they were undertaken in January 2015, and the grant applies for the period 1 February to 31 March 2015.

2016/40 PLANNING

Planning Enforcement – The meeting requested an update on the outcome of the enforcement notice issued by Herefordshire Council re: the car lot at Cobnash.

Planning Decisions – The meeting noted planning permission has been granted for 150649 The Laurels, Kingsland; permission has been granted for tree works at 5 Tudor Place (P150984/K); and planning has been refused on Land at Shirl Heath (150681).

2016/41 REQUEST TO FILM PARISH MEETING

The parish council agreed to the filming of the parish meeting held on 20 April 2015 following a written request from the production company.

2016/42 ROAD SIGN, CORNERS CROSSROADS

The parish council noted that Balfour Beatty has said the new brown sign added to the Corners Crossroads follows the required dimensions. Ward Cllr. Bowen said he will ask Balfour Beatty to see what can be done to keep the overall sign in proportion.

2016/43 RESURFACING SCHEDULE FOR LONGFORD AND NORTH ROAD

The meeting asked the Clerk to write an official letter of complaint to Balfour Beatty at the state of the road through the village.

2016/44 MATTERS RAISED FOR THE NEXT MEETING (no discussion)

Speeding in the parish.

2016/45 INFORMATION ITEMS

The parish council noted the information items on the agenda.

[The meeting was closed to members of the public]

2016/46

KINGSLAND POST OFFICE

Having reviewed the area of garden which the vendor asked to retain as part of the sale of the property housing the post office and shop, the parish council RESOLVED to retain all the land associated with the property and to restate the offer to the owner. It was noted that a decision on the planning application for change of use is expected shortly.

The meeting heard that there are a number of serious expressions of interest in taking on the post office and shop, who will be contacted again once the purchase has been agreed. One person who has expressed an interest was present at the meeting and shared their business plan with the parish council.

The Chairman closed the meeting at 10.21 pm.

Signed:

Date: