

**KINGSLAND PARISH COUNCIL**

**MINUTES OF THE ANNUAL MEETING HELD ON THURSDAY 26 MAY 2016  
AT 7.25 PM AT THE POST OFFICE**

**PRESENT**

R C Smallwood ... CHAIRMAN, Mrs G B Bengry, Mrs L Juson, Mr G Bradley, Mr D Fordham, Mr P D Vaughan, Mr D Thompson, and Mr B J Watkins.

**IN ATTENDANCE**

Sally Deakin, Neighbourhood Plan Steering Group; Ward Cllr. S Bowen; and Mr R Hewitt, Parish Clerk.

**2017/25 ELECT CHAIRMAN**

Cllr. Smallwood was unanimously elected as Chairman of the parish council for 2016-17, and signed the declaration of acceptance of office as Chairman.

**2017/26 APOLOGIES FOR ABSENCE** accepted from Mrs C Sawyers and Mr C Southgate.

**2017/27 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Cllr. P Vaughan declared a disclosable pecuniary interest in planning application 160925 Land to the rear of St Mary's Farm. Cllr. L Juson declared a non-pecuniary interest in planning application 161371 Land adjacent to Westmead, and Cllr. D Thompson declared a non-pecuniary interest in planning application 161107 Croftmead.

**2017/28 ELECTION OF OFFICERS**

- (i) Vice Chairman: Cllr. D Thompson 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 Coordinator: Postponed to next meeting.
- (vii) School Liaison Group: Postponed to next meeting.

**2017/29 NEIGHBOURHOOD PLAN STEERING GROUP**

The Chairman, Vice Chairman, and Cllrs. Vaughan and Watkins agreed to remain on the steering group.

**2017/30 KINGSLAND PARISH COUNCIL ACCOUNTS 2015-16**

The Clerk read out the Annual Governance Statement. All statements in the Annual Governance Statement were unanimously agreed by the parish council, and signed by the Chairman and Clerk. The meeting RESOLVED to agree the Annual Accounts for 2015-16, and the Annual Return was signed by the Chairman and Clerk.

**2017/31 PAROCHIAL CHARITY ACCOUNTS, 2015-16**

The meeting RESOLVED to agree the Parochial Charity Annual Accounts for 2015-16, which were signed by the Chairman.

- 2017/32 INSURANCE RENEWAL**  
The meeting reviewed the parish council insurance and agreed to renew the policy with Zurich Municipal Insurance.
- 2017/33 RISK SCHEDULE**  
The parish council reviewed and agreed the risk schedule.
- 2017/34 POLICIES AND PROCEDURES**  
The meeting noted the subscription to the Society of Local Council Clerks. The procedure for freedom of information requests will need to be reviewed.
- 2017/35 MINUTES OF PREVIOUS MEETING** –The Minutes of the Meetings held on Tuesday 12 April and Tuesday 26 April 2016 were agreed and signed.
- 2017/36 LOCAL RESIDENTS DISCUSSION**  
There were no matters raised.
- 2017/37 FINANCE**  
The meeting noted the receipt of 50 percent of the parish precept for 2016-17 (£6,250.00), and P3 footpaths payment (£152.00). The following payments were AGREED: Emma Greenald, internal audit (£225.00); Zurich Municipal, parish council insurance (£479.80); Kingsland Village Shop, parish council meetings (£120.00); Wel Medical, electrode pads for defibrillator (£34.98); and R Bayliss, footpaths maintenance (£91.64).
- The meeting agreed to ask for some more training to support the defibrillator as it has been a couple of years since the equipment was installed.
- 2017/38 HIGHWAYS/ LENGTHSMAN SCHEME/ FOOTPATHS**  
Cllr. Bradley, footpaths officer, reported that the focus has been on the main pathways. Ward Cllr. Bowen kindly agreed to ask what Balfour Beatty intends to do about the bridges on KL14, which were reported as dangerous last year.
- 2017/39 NEIGHBOURHOOD PLAN**  
Sally Deakin, on behalf of the steering group, reported that Herefordshire Council has said that there will need to be a further Regulation 16 consultation. The additional consultation will follow amendments to the Neighbourhood Development Plan to clarify the housing delivery. The steering group has a meeting on 31 May 2016 which will review what needs to be done, including applying for a grant to pay for the cost of additional work from Data Orchard.
- The meeting agreed to apply for a locality grant to support the work of the steering group. In the period up to the payment of the grant, the steering group will be funded by the parish council. This is in order that the steering group can undertake the required amendments to the neighbourhood plan without delay.
- The meeting RESOLVED that the amended neighbourhood development plan will be agreed by the parish council before the additional Regulation 16 consultation.

2017/40

**PLANNING**

**161107 Croftmead, North Road, Kingsland, HR6 9RZ** – Variation of a Condition 2 of Planning Permission (143821) to allow changes to design of Plot 3. The parish council had no objection to the planning application.

**161371 Land adjacent to Westmead, Longford, Kingsland** – Ref. 152726 for two dwellings - variation of a condition 2 internal alterations. The parish council had no objection to the planning application.

**160925 (Listed Building Consent) Land to the rear of Mary's Farm, Kingsland** – Demolition of redundant agricultural building (Ref B) and alterations to existing buildings (Ref C and D). There were no objections to the planning application.

**Planning Enforcement** – Ward Cllr. Bowen said the site that was formerly selling cars at Cobnash is being looked at, and a notice will be issued shortly for the garden of a property at Shirlheath to be cleared. The meeting noted that enforcement has visited the site at Croftmead following reports made concerning the location of the houses relative to North Road, working at weekends and removal of trees.

**Planning Decisions** – The meeting noted planning permission has been granted for 160641 Lawtonbury Farm; 160532 Threshers Barn; 160989 Fairfield Cottage; and 160721 Stonehouse.

2017/41

**ROAD SIGN, CORNERS CROSSROADS**

The parish council agreed the quotation of £363.00 (plus VAT) for the renovation of the road sign, including the addition of a circular steel ring to the top of the sign. The large new brown sign will be retained for the time being.

2017/42

**PRIMARY SCHOOL**

The school is believed to be looking at an option to extend the playground.

2017/43

**MATTERS RAISED FOR THE NEXT MEETING (no discussion)**

Large brown sign at Corners crossroads.

2017/44

**INFORMATION ITEMS**

The parish council noted the information items on the agenda.

The Chairman closed the meeting at 9.10 pm.

**Signed:** .....

**Date:** .....