

## KINGSLAND PARISH COUNCIL

### **MINUTES OF THE ANNUAL MEETING HELD ON WEDNESDAY 23 MAY 2012 AT 7.55 PM AT THE CORONATION HALL**

#### **PRESENT**

R C Smallwood ... CHAIRMAN, Mrs B Bengry, Mrs R J Edwards, Mr G T Bradley, Mr H Jones, Mr C Southgate and Mr B J Watkins.

#### **IN ATTENDANCE**

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

**2013/21**      **APOLOGIES FOR ABSENCE** accepted from Mrs J Barbour, Mrs F H Davies, Mr D Fordham, and Mr P D Vaughan.

**2013/22**      **DECLARATIONS OF INTEREST** – The Chairman, Vice-Chairman and Cllr. Jones declared an interest in planning application N120789/F Mortimer Park, Kingsland. Cllr. Bradley declared an interest in planning application N120975/FH The Limes. The Chairman and Cllr. Edwards declared an interest in planning application N120678/F Land adj. to St Mary's Farm. There were no other declarations of interest on agenda items.

**2013/23**      **ELECTION OF OFFICERS**  
[The Clerk took the Chair.]

Cllr. Bradley proposed that all members continue in their offices. This was seconded by Cllr. Southgate and unanimously agreed by the meeting. Cllr. R C Smallwood accepted the position of Chairman and signed the Acceptance of Office.

[Cllr. Smallwood took the Chair.]

It was agreed that parish council officers are as follows: Vice Chairman, Cllr. C Southgate; Airfield Representative, Cllr. P Vaughan; Footpath Representatives, Cllrs. H Jones and Watkins; Tree Warden, Cllr. B Bengry, Parish Watch Representative, Cllr. J Barbour; and Lengthsman Administrator, Cllr. C Southgate.

**2013/24**      **UPDATE REGISTER OF INTERESTS**  
No updates to members register of interests were reported.

**2013/25**      **KINGSLAND PARISH COUNCIL ACCOUNTS AND ACCOUNTS OF THE PAROCHIAL CHARITIES 2011-12**  
The Annual Accounts for 2011-12 were proposed by Cllr. Bradley, seconded by the Vice Chairman and unanimously agreed by the meeting. The Accounts of the Parochial Charities were proposed by Cllr. H Jones, seconded by Cllr. B J Watkins and unanimously agreed by the meeting. The Statement of Accounts was unanimously agreed and 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.

**2013/26**

**APPOINTMENT OF INTERNAL AUDITOR**

The Clerk reported that the internal auditor, Jonathan Andrew, planned to retire at the end of 2012, and as a result would not be able to audit the 2012-13 accounts. Cllr. Bradley proposed approaching a local retired accountant to see if he was interested in undertaking the internal audit and this was AGREED by the parish council.

**2013/27**

**INSURANCE RENEWAL**

The parish council AGREED to renew the insurance policy with Zurich Municipal for a premium of £610.68, which is the final year of the fixed fee period. The meeting decided to obtain competitive quotes for the following year, 2013-14.

**2013/28**

**RISK SCHEDULE**

The Clerk summarised the Risk Schedule for 2012-13, which was then AGREED by the parish council.

The parish council asked the Clerk to contact Kingsland C.E. School to confirm that the noticeboard was covered under the school's insurance policy and draw the school's attention to several drawing pins which had apparently been dropped on the pavement beneath the noticeboard.

Cllr. Edwards reported that parked vehicles on North Road were preventing tractors from using the road, and could prevent access to the school bus. The meeting agreed, and suggested that the parked vehicles might block access to emergency vehicles such as ambulances and fire tenders as well. District Cllr. Bowen said that he would contact Highways at Herefordshire Council and request a site meeting to review options to manage residents parking.

**2013/29**

**MINUTES OF PREVIOUS MEETING** –The Minutes of the Meeting held on Tuesday 12 April 2012 were agreed and signed.

**2013/30**

**HEREFORDSHIRE COUNCILLOR'S REPORT**

District Councillor Bowen's report was made at the Annual Parish Meeting held earlier in the evening.

**2013/31**

**LOCAL RESIDENTS DISCUSSION**

No members of the public spoke at the meeting.

**2013/32**

**FEEDBACK ON ACTION ITEMS & MATTERS OUTSTANDING**

The Clerk distributed copies of the draft lettering for the noticeboard, and said that the board with 'Kingsland Notices' would be on a separate piece of oak which would have a half bull nose edged border to reflect the design of the noticeboard. The Clerk said that mounting the additional board would cost an extra £30.00, making the total £160.00 for Alex Finch to provide the oak board with the agreed lettering.

The meeting noted that Kingsland C.E. School would contribute £50.00 towards the cost of the lettering, approved the font and layout for the letters and AGREED to accept the amended quotation. The parish council said that it would prefer the noticeboard to be mounted using wood plugs instead of brackets.

Due to poor weather the West Mercia Probation Service team postponed their return to clear the footpath between the Church and the Lugg until 14 May 2012, and have committed to attend again on 11 June 2012 to complete the job.

The Clerk reported that the planning seminar organised by Herefordshire Council on 16 May 2012 had been effective in that it outlined clearly the process and steps required to develop a Neighbourhood Plan.

**2013/33**

**FINANCE**

The Clerk reported that 50 percent of the Precept for 2012-13, amounting to £5,000, had been received from Herefordshire Council, as well as £52.50 under the lengthsman grant for 2011-12.

The following payments were AGREED by the meeting: Zurich Insurance (£610.68); Herefordshire Council for SID hire (£180.00); J Andrew for the internal audit (270.00); Coronation Hall for parish plan and annual meetings (£20.00) and the Clerk's salary and expenses for April and May 2012 (£466.08).

**2013/34**

**LENGTHSMAN SCHEME**

The Vice Chairman said that the lengthsman will be asked to cut back the hedge and verge on the corner opposite Mousenatch Lane, and will maintain the Monument on a fortnightly basis.

**2013/35**

**PARISH PLAN**

The Clerk reported that the public meeting facilitated by HALC had been reasonably well attended and that approximately 15 people had volunteered to participate in the steering group.

The parish council decided to hold the first meeting of the parish plan steering group on 12 June 2012, postponing the next parish council meeting to Thursday 28 June 2012. Cllrs. Barbour and Bradley kindly agreed to represent the parish council at steering group meetings.

**2013/36**

**SPEED RESTRICTIONS BETWEEN COBNASH AND SHIRLHEATH**

The meeting AGREED to contact Herefordshire Council to request that speed restrictions are introduced at Cobnash and Shirlheath.

**2013/37**

**PLANNING**

**N120975/FH The Limes, North Road, Kingsland, HR6 9RU** – Single storey rear extension and first floor extension above existing single storey section. Following consultation by email, the following comment was ratified at the meeting.

*Kingsland Parish Council opposes the plans for the first floor side extension because the mass of the proposed extension will have an overbearing impact on Lorne House and would be detrimental to the local streetscape.*

*When planning permission was originally made to build The Limes, it was a pre-requisite that the design match (as a mirror image) the adjoining layout of Lorne House, which is a building of architectural significance in the village. The parish council believes that this should still apply, and that building a second floor on the original single storey wing will result in The Limes being out of scale and will adversely affect the local streetscape.*

**N120789/F Mortimer Park, Kingsland, HR6 9SB** – Proposed grandstand with ancillary accommodation. The planning application was supported.

**DMN/121369/K Land at Kingsland Glebe, Kingsland, HR6 9QN** – Crown reduce 1 x Sycamore tree over path by 30% and remove overhanging branch. The application was supported.

**DMNW/100856/F Stoneleigh, Kingsland, HR6 9QS** – Change of use of part of domestic dwelling to A3 Café. The Clerk reported that the removal of the boundary hedge had been reported to planning enforcement in May 2012. Planning enforcement declined to take further action as: *“The removal of this specific hedgerow (fronting the roadside and not forming a boundary with neighbouring dwellings) does not affect the amenity of neighbouring residential properties and furthermore it was a leylandii hedge of no or limited ecological value. Therefore were approval to have been sought from the Council prior to its removal it would have been granted for the aforementioned reasons and as such it is not considered expedient to take enforcement action to require the replanting of a similar hedgerow.”* The response of planning enforcement was noted with dismay and concern by the meeting.

[Cllrs. Edwards and Bengry left the meeting.]

**N120678/F Land adj. to St Mary’s Farm, Kingsland, HR6 9QS** – Proposed redevelopment/ development of land to the rear of St Mary’s Farm, constituting the conversion of 6no existing farm buildings, 11no new units and removal of existing agricultural barns. The parish council made the following comment on the amended planning application:

*Kingsland Parish Council is disappointed that its earlier comment on the uninspiring design and layout of the proposed development has not been reflected in the amended plans, and wishes to reiterate that new houses in a traditional rural style would be more in keeping with the conservation area and character of the locality. Also, the parish council is concerned that the sewage system does not have sufficient capacity to service the number of new households anticipated in the planning application and urges that an alternative ‘green’ sewage system is implemented that is able to operate independently and separately of the existing infrastructure.*

**2013/38**

**COUNCILLORS' FORUM**

The Vice Chairman asked for Electronic Planning to be placed on the agenda of the next meeting in order to plan for the forthcoming withdrawal of printed planning applications by Herefordshire Council in November 2012.

The Chairman closed the meeting at 9.35 pm.

**Signed:** .....

**Date:** .....