

KINGSLAND PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD AT 7.30PM ON TUESDAY 21 MAY 2019 AT THE VILLAGE CAFÉ AND SHOP

PRESENT

Mrs C Sawyers (Chairman), Mrs L Juson, Mrs S Rowsell, Mr R Bayliss, Mr G Bradley (Vice Chairman), Mr D Fordham, Mr J Vaughan, Mr B J Watkins and Mr R C Smallwood (outgoing chairman).

IN ATTENDANCE

Ward Cllr. S Bowen; and Mr R Hewitt, Parish Clerk. Six (6) members of the public were present.

2018/204 ELECT CHAIRMAN

Cllr. Sawyers was elected Chairman and signed the acceptance of office. Cllr. Sawyers thanked the outgoing chairman Mr R Smallwood for his service and dedication over 40 years as a parish councillor, and this was warmly endorsed by the meeting.

2019/205 APOLOGIES FOR ABSENCE accepted from Mr R Harris and Mr P D Vaughan.

2019/206 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Cllr. B Watkins declared a disclosable pecuniary interest in planning applications 191444 and 191445 Waterloo Mill. Cllr. R Bayliss declared a disclosable pecuniary interest in a payment for footpaths maintenance under 2019/219.

2019/207 CO-OPTION OF NEW MEMBERS

Mr R Bayliss and Mr D Fordham were co-opted. The acceptances of office were signed, and the co-opted members joined the meeting. Co-option to the remaining vacancy was deferred to the next meeting.

2019/208 ELECTION OF OFFICERS

- (i) Vice Chairman: Cllr. G Bradley was elected Vice Chairman.
- (ii) Airfield Representative: It was decided not to appoint a representative.
- (iii) Footpath Officer: Cllr. L Juson.
- (iv) Tree Warden: Cllr. P Vaughan.
- (v) Parish Watch Representative: Cllr. P Vaughan.
- (vi) Lengthsman Coordinator: Cllr. G Bradley.
- (vii) School representative: Cllr. S Rowsell.

2019/209 ANNUAL GOVERNANCE STATEMENT

The Clerk read out the Annual Governance Statement. All statements in the Annual Governance Statement were agreed by the parish council, and the document was signed by the Chairman and Clerk.

2019/210 PARISH COUNCIL ACCOUNTS 2018-19

The accounts have been completed and reviewed by the internal auditor. The Explanation of Variances was noted, and the accounting statements reviewed.

The parish council **RESOLVED** to agree the Annual Accounts, and the Accounting Statement and Certificate of Exemption was signed by the Chairman and Clerk.

- 2019/211 PAROCHIAL CHARITY ACCOUNTS 2018-19**
The meeting RESOLVED to agree the Old Fire Station and AH Williams Trust annual accounts for 2018-19, which were signed by the Chairman.
- 2018/212 RISK SCHEDULE**
The parish council reviewed and agreed the risk schedule.
- 2019/213 INSURANCE RENEWAL**
The meeting reviewed the parish council insurance and agreed to renew the policy with Zurich Municipal Insurance.
- 2019/214 POLICIES AND PROCEDURES**
It was agreed to review the Freedom of Information Requests policy.
- 2019/215 MINUTES OF PREVIOUS MEETING**
The Minutes of the Meeting held on 16 April 2019 were agreed and signed.
- 2019/216 REPORT ON HEREFORDSHIRE COUNCIL**
Ward Cllr. S Bowen said a new administration has yet to be formed. The future of the Hereford bypass is a matter for concern. The road through Kingsland village has nearly been resurfaced throughout, and the remaining sections are in the programme. The new drainage work on the C1036 outside the Coronation Hall has still to be confirmed. The new roundabout at Lawton Cross is in the programme but has yet to be prioritised, and Ward Cllr. Bowen said he is working with the neighbouring ward councillor to achieve this.
- 2019/217 LOCAL RESIDENTS DISCUSSION**
A member of the public reported blocked drains on St Michaels Close and Orchard Close and asked that they are cleared by Balfour Beatty. A member of the public said parts of North Road now has large areas of pooled water after rainfall as a result of resurfacing work by Balfour Beatty.
- 2019/218 PLANNING**
190788 Kingsland Baptist Chapel, Kingsland, HR6 9SF – Proposed change of use of the Chapel to a one bedroomed C3 dwelling house. Wood shiplap panel of external walls to original chapel painted white. Installation of one roof velux type and replacement of downstairs windows to original wooden painted style. Proposed new parking and turning area surface.

The parish council agreed to support the proposal to bring the building back into use, and highlighted comments made by Herefordshire Council’s internal consultees where there appears to be a need to rethink the septic tank and velux window. Access to the A4110 needs to be safe and conform to the appropriate highway regulations.
191241 Bell House, North Road, Kingsland, HR6 9RU – Two additional windows added to the studio at this property. Retrospective. *The planning application was supported.*
191336 Blackhall, Aston, Kingsland, HR6 9PU – Conversion of redundant barn to a single dwelling. *The planning application was supported.*

[Cllr. B Watkins left the meeting.]

191444 and 191445 Waterloo Mill, Cobnash, Kingsland – Proposed conversion of the mill and associated buildings to 6 units for holiday accommodation. *The planning application and application for listed building consent were supported.*

[Cllr. B Watkins re-joined the meeting.]

Planning decisions/ enforcement – The meeting noted Herefordshire Council has granted planning permission for 190411 Normandie and refused 190601 Cobnash Farm.

2019/219 FINANCE

Receipt of 50 percent of the 2019-20 precept (£7,500.00) from Herefordshire Council was noted. The following payments were AGREED: Zurich Municipal, parish council insurance (£544.85); Balfour Beatty, SID hire Dec 2017 & March 2018 (£1,200.00); Balfour Beatty, SID hire March 2019 (£246.43); Balfour Beatty, SID hire Dec 2018 (£246.43); and Kingsland Village Shop, meetings 2019-20 (£200.00).

[Cllr. R Bayliss left the meeting.]

Payment to R Bayliss for footpaths maintenance (£80.00) was agreed.

[Cllr. R Bayliss re-joined the meeting.]

Quotations for a new parish council noticeboard were considered. It was agreed to purchase a green 2 bay, A2 AF30 lockable aluminium noticeboard from Greenbarnes, to include a self-healing rubber pinboard and signwritten panel. The noticeboard will be placed on the side wall of the shop with the kind permission of the proprietor, with whom the noticeboard colour will be agreed.

2019/220 HIGHWAYS/ LENGTHSMAN SCHEME

Lengthsman and P3 footpaths contracts were agreed and signed with Balfour Beatty.

2018/221 FOOTPATHS

Cllr. Juson provided a short report, covering new replacement stiles, support from the Eardisland footpath officer, and good work undertaken by the footpath contractor, Cllr. Bayliss.

2019/222 PRE-ORDER CONSULTATION

A pre order consultation to divert part of footpath KL2 at Shirlheath was supported.

2019/223 GRANT/ VARIATION OF OCCASIONAL PREMISES LICENCE

The application by Luctonians Sports Club for the weekend of 21-23 June 2019 was noted

2019/224 ‘WE DON’T BUY CRIME’

Deferred to next meeting.

2019/225 **MATTERS RAISED FOR THE NEXT MEETING (no discussion)**
Account signatories and renovation of the monument.

2019/226 **INFORMATION ITEMS**
The parish council noted the information items on the agenda.

The Chairman closed the meeting at 9.45 pm.

Signed:

Date: