

Kilpeck Parish Council

Minutes of an Ordinary Meeting of Kilpeck Parish Council
held in The Kilpeck Village Hall
on Monday 13th September 2021

No KPC/MW/174

Councillors Present

Councillor Mr M Parsons Vice-Chairman

Councillor Mr D Howie

Councillor Mrs B Wood

Clerk Mr M Walker

Also Present

Two further members of the public

**The Ordinary Meeting of the Parish Council
was formally opened by the Vice - Chairman at 7.00pm.**

1.0 Apologies for Absence

Apologies were received and accepted from Councillor Mrs J Davies Chairman, Councillor Mr N Eynon, Councillor Mrs M Lloyd, Councillor Mr D Roden {Lengthsman/Contractor}, Councillor Mr G Statham, Councillor Mr D Thompson and Ward Councillor Mrs Christy Bolderson. Mr James Howell Locality Steward and Police Representatives not present.

2.0 Declarations of Interest & Dispensations

2.1 To receive any declarations of interest in agenda items from Councillors.

No Declarations of Interest were made.

2.2 To consider any written applications for dispensation.

No new written applications received.

Request for Dispensation for Attendance

1) To advise Parish Councillors of a request for a Dispensation to a Member who is currently unable to attend any Parish Council meetings due to illness and ask them to endorse the request.

2) Recommendation that a Dispensation be granted for Parish Councillor Mrs Margaret Lloyd from attending meetings of the Parish Council by reason of illness for her remaining term of office. The Parish Council has regard to Margaret's medical circumstances in relation to any non-attendance.

3) Section 85 of the Local Government Act 1972 states that where a Member fails throughout a period of six consecutive months from the date of their last attendance to attend any meeting of the authority, then, subject to certain exceptions, she ceases to become a Member of the authority unless the failure was due to some reason approved before the expiry of that period.

4) A Dispensation would allow her to attend if she were able but for her apologies to be given if necessary. The circumstances are considered sufficient to merit the grant of a dispensation from attendance.

Mr Malcolm Walker Kilpeck Parish Council Clerk

Kilpeck Parish Council resolved unanimously to grant Councillor Mrs M Lloyd a Dispensation on medical grounds.

Proposed by Councillor Mr Mark Parsons and Seconded by Councillor Mrs Beth Wood.

3.0 Minutes

The Minutes of the Ordinary Parish Council Meeting No **KPC/MW/173** held on Monday 26th July 2021 were unanimously confirmed as a true record and signed by the Vice - Chairman.

4.0 Financial Report

4.1 Receipts

No receipts received



4.2 Invoices for Payment

Edit Print Distribute 239 copies of 2020-2021 Parish Council Annual Report £382.40
+ consumables reference Malcolm Walker KPC 2021/08/01

Cheque Number 001008

Clerk's Salary August 2021 Gross £601.22
Mileage £10.58
Postage £3.30

TAX £94.60 NIC £0.00

Nett pay £520.50

Cheque Number 001009

Kilpeck Village Hall Invoice No 109 £25.00
Hall Hire July 2021 2 hours @ £12.50 per hour

Cheque Number 001010

Clerk's Salary September 2021 Gross £601.22
Postage £2.64

TAX £94.60 NIC £0.00

Nett pay £509.26

Cheque Number 001011

HMR&C 2nd ¼ Payment July August September £283.80

Cheque Number 001012

*PKF Littlejohn LLP Invoice Number SB20210723 £240.00
Professional Services

Cheque Number 001013

{Clerk to obtain second signatory when convenient}

All payments were **Unanimously Approved**

4.3 Bank Balances as per statements

@ 4 th August 2021 Bank Statement Treasurers Account	No 43	£15,633.23
@ 3 rd September 2021 Bank Statement Treasurers Account	No 44	£15,089.83
@ 5 th August 2021 Bank Statement Business Bank Instant	No 35	£22,493.05
@ 3 rd September 2021 Bank Statement Business Bank Instant	No 36	£22,493.24

4.4 External Auditors Report and revised Accounting Statement for approval

*External Auditors asked for amendments to be made on Section 2 – Accounting Statements 2020/21 for Kilpeck Parish Council.

Clerk returned form to the auditors for approval.

Section 3 – External Auditor Report and Certificate 2020/21 returned updated.

Notice of Conclusion of Audit

Annual Governance & Accountability Return for the year ended 31st March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

No requests received

5.0 Reports

5.1 Kilpeck Village Hall

Councillor Mrs B Wood reported on the following:-

Waiting for a date for the electrics to be completed – shower has been disconnected

The Art Club were in the hall today

Pantomime Group has started up

Email to be sent to BT reference “Hub” status

Village Hall AGM scheduled for 20th October 2021

Beth had checked the defibrillator in the kiosk in Kilpeck village, everything ok



- 5.2** Ward Councillor Mrs Christy Bolderson
Christy not present Report as last month, with the addition of Covid 19 figures being up in the county
- 5.3** Locality Steward Mr James Howell
Weekly reports sent by email
- 5.4** Lengthsman Report
Councillor Mr D Roden {Lengthsman/Contractor} not present but the Vice – Chairman reported on the following;-
Dave was cutting the field hedges today
He had strimmed around the signs, then mowing Kilpeck Village Green and Wormbridge Green
Clerk to write to Dave reference outstanding invoices and current reports {Councillor Mrs J Davies
Chairman to contact initially}

6.0 Public Question Time

Designated maximum period of ten minutes to accommodate members of the public who may wish to either raise issues or ask the Parish Council questions
No matters raised

7.0 Tree Planting

To consider tree planting project to celebrate the Queens Jubilee
After discussions the Parish Council resolved for Councillor Mrs J Davies Chairman to contact Whitfield Estate with reference to tree planting for later in the year.
Agenda item for the next full Parish Council meeting

8.0 Local Policing Community Charter

To agree The Parish Council's response
Details completed plus Community Issues being;
1) Speeding in general
2) Rural Crime
3) Parish contact

9.0 Neighbourhood Development Plan (NDP)

To agree way forward for the Kilpeck Neighbourhood Development Plan
The Parish Council resolved, in the first instance, to contact;-
Robert Myers Associates, Worcestershire Studio, Pensons Yard, Stoke Bliss, Tenbury Wells
WR15 8RT reference Kilpeck Draft Neighbourhood Development Plan AECOM Site Options
Appraisal Document, giving them details of the relevant sections and contacts.
Approximately £1,500.00 agreed by the Parish Council for NDP meetings, administration, open days etc. to take the plan to the Regulation 14 stage

10.0 General Highway and Footpath Issues for Report

- 10.1** To receive any Highway or Public Rights of Way for report
Ward Councillor Mrs Christy Bolderson to be contacted reference blocked drains by Forge Garage
Item raised by a member by email reference footpath from Bridge Farm to the Church now resolved.
- 10.2** Update joint A465 safety strategy with Allensmore Parish Council
Agenda item for the next full Parish Council meeting

11.0 Information Sheet

(Not covered by an agenda item and for information only)

- 24th February 2021 Application No 210189 Pontrilas Sawmills Limited Hereford HR2 OBE
Proposed construction of new timber treatment building
Planning Permission Granted 17th August 2021
- 2nd May 2017 Application No 171547 Timber and Builders Merchant Pontrilas, Hereford HR2 OBE
Application for approval of details reserved by conditions **3, 4 & 15** attached to
Planning Permission 142033
Application Still Valid



27th August 2019 Application No192443 Land at Wormbridge (both sides of A465) Hereford Hybrid planning application; Outline with all matters included except landscaping for 70 new dwellings, new flexible workspace (B1a/B2/B8) and replacement childcare facility; and Full Planning for the change of use of existing schoolhouse to residential and change of use of existing dwelling to a community facility (A1/A2/A3/D1) and associated infrastructure

Application Still Valid

25th June 2021 Application No 212185 Kings Meadow Allensmore Hereford HR2 0BE
Proposed detached garage

Application Still Valid

1st July 2021 Application No 212150 Top Hill Farm Pontrilas Hereford HR2 0BE
Proposed replacement dwelling with associated garage/workshop

Application Still Valid

Correspondence

21st August 2021 The Countryside Charity Herefordshire CPRE
Letter + Booklet (sent via email)

2nd August 2021 Report Highway Drainage Issues
A465 Orana Cottage to Forge Garage.
Gullies have been emptied but pipework between gullies remains blocked
CASE Reference NumberCAS-812654-V1F5C4

2nd August 2021 Report Highway Drainage Issues
A465 Forge Garage to Wormbridge Court Business Centre
Blocked gullies/manhole cover lifts in footway below Forge Garage during heavy rain
CASE Reference NumberCAS-812652-P8P6Z0

2nd August 2021 Report Road Signage Defects
A465 towards Kilpeck "Road Narrows" Signs lost reflectiveness
CASE Reference NumberCAS-812647-F0L5H2

12.0 Meeting Venue

To discuss meeting venue for future meetings – The Kilpeck Village Hall & The Bridges Childcare Centre
The Parish Council resolved to stay at The Kilpeck Village Hall for now but to ask the Clerk to contact Rose at The Bridges Childcare Centre and ask what Covid measures are in place and are the children a high/low risk factor.

13.0 Agenda of the Next Meeting

Items to be included at the next Parish Council Meeting
Neighbourhood Development Plan update
Tree Planting update
Joint A465 safety strategy update
Village Gateways Wormbridge A465 and Kilpeck village
Commemorative Bench update

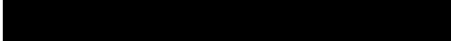
14.0 Date, Time and Venue of Next Meeting

Monday 11th October 2021 7 00pm in The Kilpeck Village Hall

15.0 Confirmation of the Next Meeting Time, Date & Venue

The next Meeting will be the Ordinary Meeting of the Parish Council on **MONDAY 11th October 2021** to be held in The Kilpeck Village Hall and is due to commence **at 7.00pm.**

Meeting declared closed at 8.10pm

Signed..........

Parish Council Chairman Councillor Mrs Joyce T Davies

Date 11th October 2021