

Kilpeck Parish Council

Minutes of an Ordinary Meeting of Kilpeck Parish Council **held in The Kilpeck Village Hall on Monday 10th September 2024**

No KPC/LL/205**Councillors Present**

Councillor Mrs J Davies Chairman
 Councillor Mr M Parsons Vice-Chairman
 Councillor Mr N Eynon
 Councillor Mr D Howie
 Councillor Mr R Probert
 Councillor Mr G Statham
 Councillor Mr D Thompson

Also Present

Lisa Lewis (Clerk) and Ward Councillor Mr Richard Thomas

The Ordinary Meeting of the Parish Council was formally opened by the Chairman at 7.00pm

1.0 Apologies for Absence

Apologies were received and accepted from Councillors Mr D Roden and Mrs N Thompson.

2.0 Declarations of Interest & Dispensations

To receive any declarations of interest in agenda items from Councillors or written dispensation applications. None recorded.

3.0 Minutes

The Minutes of the Ordinary Parish Council Meeting No **KPC/LL/204** held on Monday 8th July 2024 were unanimously confirmed as a true record and signed by the Chairman.

4.0 Financial Matters**4.1 Receipts**

Business Bank Instant – Savings Account	
Interest Received (09/07/2024)	£34.09

4.2 Invoices for Payment

Clerk's Salary September 2024	£627.46
Mileage	£-
Postage	£-
Tax £0 NIC £0	
Cheque 1156	£627.46

Kilpeck & District Village Hall Invoice No 146	£25.00
10 th September 2024	
Cheque 1157	

R. Horton	£80.00
Village Green mowing	
Cheque 1158	

Unipart Dorman **£594.00**
 Site visit and assessment of 2 x SID's signs
Cheque 1159

Lisa Lewis
 Reimbursement of the following:-
 Office 365 Business Standard (Annual Subscription) £123.60
 Postage £ 2.70
Cheque 1160 **£126.30**

It was **RESOLVED** by a unanimous vote to approve all payments.

4.3 Bank Balances as per statements

Bank Statement Date: 2nd August 2024

Treasurers Account (current) closing balance 30th July 2024 £8,843.48

Bank Statement Date: 5th August 2024

Business Bank Instant (savings) closing balance 9th July 2024 £33,039.11

4.4 Sunderlands - Field Rent + Water Charges and Compensation for Electricity Poles, liability for fences, boundaries etc. It was noted that a cheque for £857.00 had been received from Sunderlands and this had been banked by the clerk on 10/09/2024. The clerk confirmed that as of December 2023 the Village Hall Field Fund stood at £1,404.82 which included a contingency of one year's field rent.

4.5 Microsoft 365 – the purchase of Microsoft 365 Business Standard at a cost of £123.60 per annum was considered and it was **RESOLVED** by a unanimous vote to proceed with the purchase. Clerk to arrange.

4.6 Email addresses – the provision of individual .gov.uk email addresses for the chairman and vice-chairman were considered and it was **RESOLVED** to proceed, noting that there would be no additional cost for this service. Clerk to implement.

5.0 Public Question Time

Designated maximum period of **10 minutes** to accommodate members of the public who may wish to either raise issues or ask the Parish Council questions. **No issues raised**

6.0 Highways & Public Rights of Way Issues

6.1 Lengthsman report Jamie Probert – No invoice received. It was noted that a salt bin lid at the junction in Kilpeck appears to be damaged. Cllr Eynon will ask the lengthsman to inspect.

6.2 To receive any new General Highway or Public Rights of Way issues

Cllr Thompson noted that some public footpaths are overgrown and some have been cultivated without being reinstated.

There was a concern regarding speeding in the village of Kilpeck. It was proposed by Cllr Thompson and seconded by Cllr Parsons that a 30mph speed limit through the village to include housing areas be requested. It was noted that the area also has a bus route. It was **RESOLVED** by a unanimous vote to request this from Highways, Ward Cllr Richard Thomas will raise the request with Highways.

It was noted that the rubbish bin in Wormbridge is full, it was proposed that the bin be removed and it was **RESOLVED** by a unanimous vote to remove and dispose of the bin. Cllr Eynon to ask the lengthsman to carry out this work.

It was noted that there a lot of weeds along road by Wormbridge Church down to the Junction and it was **RESOLVED** to ask the lengthsman to spray.

There is a Blocked drain, adjacent to the cottage on the bend as you leave Kilpeck village. Clerk to report to Highways.

6.3 Property Boundaries – Councillor Eynon had met on site with Sunderlands. It was proposed that Cllr Eynon should approach the neighbouring properties to establish boundaries and propose joint ownership (50/50) for maintenance of each boundary. It was **RESOLVED** by a unanimous vote to proceed on that basis.

6.4 Speed Indicator Devices (SID's) maintenance – the council considered the quotation of £495 plus VAT for a site visit to carry out maintenance of the SIDs and receive training on the operation of the devices to 4 members. It was **RESOLVED** by a unanimous vote to proceed with the quote and Cllrs Howie, Parsons, Thompson and the clerk will attend the site visit for training.

6.5 Local Drainage Fund – an application for the local drainage fund was considered and it was **RESOLVED** by a unanimous vote to submit an application. Cllrs Eynon and Parsons to liaise and provide the details to the clerk for submission.

6.6 The new process for the lengthsman scheme was noted.

7.0 Planning

7.1 241784 - Dutch Barn, At the Junction of The C1230 With C1232, Kilpeck, Herefordshire, HR2 9DN - Application to determine if prior approval is required for a proposed change of use of an agricultural building and its curtilage for the conversion to one larger dwellinghouse and the building operations reasonably necessary to convert the building. It was **RESOLVED** to support the application with no comments to make.

7.2 241846 - Barns at Merri-Folde Farm, Garway Hill, Herefordshire - Application to determine if prior approval for conversion of four barns to 4 no. dwellings with building operations reasonably necessary for the conversion. It was **RESOLVED** to support the application with no comments to make.

8.0 Reports

8.1 Kilpeck Village Hall

Strictly Abba music event being held on 19/10/24.

McMillan Coffee Morning being held on 24/09/24 between 10am and 12pm.

Kilpeck Village Hall AGM will take place on 15/10/24 at 7pm.

Coffee morning on 29/10/24.

Quiz & Supper being held on 16/11/24.

8.2 Ward Councillor Mr Richard Thomas

Nothing to report. Meeting dates discussed. Question asked regarding BBLP / Highways.

8.3 Police Representative

Not present.

8.4 Locality Steward

Not present.

9.0 Review and update as required Parish Council's Health and Safety Policy

The Health and Safety policy was reviewed and it was noted that the addition of ensuring contractors/volunteers/staff have the relevant training and qualifications had been added. The clerk had sent a copy to HALC for review and it was deemed adequate. It was **RESOLVED** to adopt the policy and the chairman signed a copy. Clerk to forward a copy to Cllr Parsons.

10.0 Storage of Documents

It was noted that the clerk had received guidance from Herefordshire Archive Service in relation to documents that can be deposited. The clerk will review this paperwork and liaise with them regarding current documents held by the parish council.

11.0 Information Sheet

P241844/XA2 - Top Hill Farm C1230 The Gwern Wormbridge To Pontrilas Herefordshire HR2 0BW – Application for approval of details reserved by conditions 3 & 11 attached to planning permission 212150 **Approval of details reserved by condition Decision Made (Approved)**

P241364/F - Marlas Mill Marlas Hereford Herefordshire HR2 9DS - Part retrospective for the proposed change of use from agricultural to mixed use commercial with native hedgerow planting to increase biodiversity. **Planning Permission Determination Made (Withdrawn)**

Correspondence

04/09/24 Email received from a resident: -

Dear Parish Councillors

May I please ask if, prior to agreeing to support retrospective planning to Marlas Mill, whether a site visit by the Parish Council took place? Specifically, to evaluate whether the persistent volume of noise produced by various machines is deemed acceptable.

I appreciate that the parish council wish to support a business in the community but I wish to ascertain what consideration was given to close neighbouring properties who are impacted by the ever-increasing size and use of machinery on this one site.

I cannot see from the planning application if any of the machinery is to be moved into the large buildings and if any noise reduction insulation to those buildings is planned. If you are privy to this information, it would certainly help those parishioners impacted to hear if this is to happen.

The council considered the correspondence received and it was **RESOLVED** to respond to confirm that the council had made a decision based on the information they had received from the planning department. The council noted each of the points made and confirmed that all of those aspects were considered by the parish council based on the information they had been provided.

Tram Inn Junction – Missing road markings re-reported, Reference number FS-Case-644486099

12.0 Agenda of the Next Meeting

Items to be included at the next Parish Council Meeting: -

Drainage

Bench for Green

13.0 Date, Time and Venue of Next Meeting

The next Meeting will be the Ordinary Meeting of the Parish Council on **Tuesday 8th October 2024**, pending confirmation, to be held in Kilpeck Village Hall and is due to commence **at 7.30pm**.

Meeting declared closed at 8.39pm

Signed.....

Parish Council Chairman Councillor Mrs. Joyce Davies

Date 8th October 2024