



# *KENTCHURCH PARISH COUNCIL*

Minutes of an Ordinary Meeting of Kentchurch Parish Council  
held in the G V Community Café Pontrilas  
on Wednesday 15<sup>th</sup> March 2023 at 6.30pm

No KPC/MW/101

## **Present**

Councillor Mr K John Chance Chairman  
Councillor Mr John Pring Vice – Chairman  
Councillor Mrs Heather Adams  
Councillor Mr Trefor Edwards  
Councillor Mrs Jennifer Evans  
  
Clerk Mr M Walker

## **Also Present**

Lengthsman/Contractor Mr Dave Roden and one further member of the public

**Meeting declared open at 6.30pm by the Chairman**

### **1.0 Apologies**

Apologies received from Ward Councillor Mr Peter Jinman  
BBLP Locality Steward Mr Paul Norris and Representative from the Police not present

### **2.0 Declarations of Interest and Dispensations**

**2.1** No Declarations were made

**2.2** No written dispensations were received

### **3.0 Minutes**

The Minutes of the Ordinary Meeting of the Parish Council No KPC/MW/100 held on Wednesday 18<sup>th</sup> January 2023 were confirmed as a true record and signed by the Chairman.

### **4.0 Financial Report**

#### **4.1 Receipts**

No receipts received

#### **4.2 Invoices for Payment**

Dave Roden Construction & Plant Hire Invoice No KPC 18 (1) 2023 £1,320.48

Notice Boards repairs and installations Pontrilas Village and Kentchurch

#### **\*Joint Cheque 101132**

Dave Roden Construction & Plant Hire Invoice No KPC 18 (2) 2023 £936.00

Maintenance works

#### **\*Joint Cheque 101132**

S Evans Electrical Invoice No 399 £350.00

Installation of defibrillator at Kentchurch Church

#### **Cheque 101133**

Clerk's Salary February 2023 Gross £345.89

Mileage £26.64

Postage £4.08

Tax £69.20 NIC £0.00

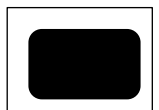
Nett Pay £307.41

#### **Cheque 101134**

Moneysoft Invoice No U283538 £52.00

Payroll Manager 100 Contribution to Kilpeck Parish Council

#### **Cheque 101135**



Sonya Carey Pontrilas Shop & Post Office	£20.00
Meeting room hire 15 <sup>th</sup> March 2023 KPC 03/15/2023	
<b>Cheque 101136</b>	
Clerk's Salary March 2023 Gross	£345.89
Mileage	£7.74
Postage	£2.13
Tax £69.20 NIC £0.00	
Nett Pay £286.56	
<b>Cheque 101137</b>	
HMRC 4 <sup>th</sup> ¼ January February March	£207.40
<b>Cheque 101138</b>	
{to be paid 31 <sup>st</sup> March 2023}	
S Evans Electrical Invoice No 407	£85.00
New LED light in Pontrilas Kiosk for defibrillator	
<b>Cheque 101139</b>	
The Workshop Aberfeldy Perthshire Invoice No 2840	£106.79
Stainless Steel Plaque	
<b>Cheque 101140</b>	
Frank P Matthews Tree Shop Tenbury Wells	£111.00
Jubilee Tree	
<b>Cheque 101141</b>	

All payments **Unanimously** approved by the Parish Council

#### **4.3 Bank Balances as per Barclays Internet Printed Bank Statements**

Community Account	@ 30 <sup>th</sup> December 2022	No 10	£3,629.41
Community Account	@ 31 <sup>st</sup> January 2023	No 11	£2,936.17
Community Account	@ 28 <sup>th</sup> February 2023	No 12	£393.35
Community Account	@ 12 <sup>th</sup> March 2023		£3,893.35
Business Premium Account	@ 30 <sup>th</sup> December 2022		£13,057.21
Business Premium Account	@ 12 <sup>th</sup> March 2023		£9,573.41

Bank Reconciliations signed for both accounts

*Letter received from Barclays Bank requesting all signatories and the Clerk attend a branch to verify their documents.*

Councillor Mr K John Chance Chairman, Councillor Mr John Pring Vice – Chairman and Clerk Mr M Walker visited Hereford Branch all documents verified.

More information required by Barclays which the Clerk has provided.

New Mandate Form completed ready for submission to Barclays Bank.

#### **5.0 Reports if available from:-**

**5.1** Ward Councillor Mr Peter Jinman not present due to ill health

Would like to still be involved, so the Clerk is going to forward outstanding issues and he would like to attend the Annual Parish Council Meeting in May via “ZOOM” if possible

**5.2** Memorial Hall Delegate Report

Nothing to report

**5.3** Police Community Charter Contract update

3<sup>rd</sup> Community Issue to be change from “Thefts (Commercial)” to “Wildlife Crime”

#### **6.0 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 matters raised



## 7.0 **Defibrillator and Outdoor Cabinet for Kentchurch Church + Training**

Update on Defibrillator installation and proposed user Defibrillator Training

Defibrillator and Box installed at Kentchurch Church and Councillor Mr Trefor Edwards to obtain available dates for a Training Course in Ewyas Harold Memorial Hall, if unavailable then maybe at the G V Community Café Pontrilas

## 8.0 **Warm Spaces Provision**

To consider options for the provision of local warm spaces

No further action, leave until next year

## 9.0 **Highways and Footpaths and Notice Boards**

9.1 To receive **new** information on any Parish Highway including Public Footpath Issues

Kentchurch “B” Road - where the vehicles went in the ditch

Workmen looking at the railway wall – works required

Security lights at the Weigh Bridge at Pontrilas Sawmills

Main A465 road very muddy and all markings require re-painting

Councillor Mr John Pring Vice – Chairman litter picked through Pontrilas Village

Footpaths Officer Meeting - Councillor Mrs Heather Adams wishes to attend

*Dear Parish Clerk, The council Highways Team would like to invite the Parish Footpath Officers to a follow up meeting to update on where we are with the PRow service.*

*The meeting is to be held at the Jim Tonkin Room at the Harc, Rotherwas in Hereford on Friday, 24<sup>th</sup> March 2023.*

*Due to problems with acoustics at the last meeting I have booked the Harc, the size of room is restricted to 40 people so there will be 2 sessions, 10am to 11:30am and 2pm to 3:30pm.*

*I would be grateful if you could confirm attendance and as to whether you would prefer an am, pm or no preference so we can allocate the appropriate slot.*

*If the parish doesn't have a PFO but would like to attend, the representative would be more than welcome. I will share the notes and if required, a follow up meeting for those unable to attend.*

*Any queries please contact Bruce Evans either by email [bje@herefordshire.gov.uk](mailto:bje@herefordshire.gov.uk) or telephone 01432 260970. Kind regards Mark Averill Interim Service Director Highways and Transport Bruce Evans*

9.2 Update on drainage works with grant funding

Lengthsman/Contractor Mr Dave Roden has completed allocated works

Lengthsman Contract completed and sent to Balfour Beatty / Herefordshire Council, no reply as yet

9.3 Update on overhanging trees on the A465

No update available

9.4 To discuss Planting a Tree (Woodland Trust) and Plaque

Tree planted and plaque mounted both in situ

## 10.0 **Information Sheet**

Sheet to include update on previous action points and a list of correspondence received

### **Planning Applications Update**

24<sup>th</sup> June 2022

Planning Consultation 221171 Land at 2 Railway Terrace Pontrilas

Outline application with all matters reserved for the erection of 1 dwelling with off road parking for 2 cars

### **Planning Application Refused 27<sup>th</sup> January 2023**

3<sup>rd</sup> January 2023

Planning Consultation 224008 Pennywink Farm Orcop Hereford HR2 8EX

Proposed two storey extension, replacement porch and fenestration changes to existing house

### **Planning Application Approved 28<sup>th</sup> February 2023**

9<sup>th</sup> January 2023

Planning Consultation 224234 The Bothy Kentchurch Court HR2 0DB

Proposed alterations, extensions and a new studio outbuilding as well as the removal of existing sheds and kennels

### **Planning Consultation Still Valid**



**Correspondence**

31<sup>st</sup> January 2023

Herefordshire Council

Notification of Voter ID at Polling Stations – Letter + Booklets

14<sup>th</sup> February 2023

Good afternoon,

I emailed our Locality Steward (see below) asking for this issue (see attached) to receive attention however for whatever reason it does not appear to be actioned.

Can you please advise how I can escalate this issue for the Parish Council

Best Regards Malcolm Walker Clerk to Kentchurch Parish Council

From: Malcolm Walker [<mailto:Kentchurchparishclerk@btinternet.com>]

Sent: 14 February 2023 11:18 To: 'Paul.Norris@balfourbeatty.com'

Subject: Kentchurch Parish Council

Good Morning Paul,

I have been asked to raise an issue on the B4347 from Pontrilas towards Kentchurch, I have tried to log the issue on the web site but there does not appear to be a relevant category.

On the B4347 between the Bradley Farm and the Elms entrances a vehicle has gone into the ditch taking out all the markers will it be possible for you to inspect and arrange for the markers to be replaced Best Regards Malcolm Walker Clerk to Kentchurch Parish Council




**11.0 Matters Relayed to the Clerk for Agenda of the Next Meeting**

**12.0 Confirmation of Date, Time and Venue of the Next Meeting**

The next Meeting will be the Annual Meeting of the Parish Council on Wednesday 17<sup>th</sup> May 2023 to be held in the G V Community Café Pontrilas and is due to commence at 6.40pm or immediately on completion of the Kentchurch Annual Parish Meeting (if later)

Meeting declared closed at 7.40pm

Signed.....  .....

Parish Council Chairman Councillor Mr John Chance

Dated this day the 17<sup>th</sup> May 2023