



KENTCHURCH PARISH COUNCIL

Minutes of an Ordinary “ZOOM” Meeting {due to the current Covid 19 Pandemic}
of Kentchurch Parish Council
held on Wednesday 17th March 2021 at 6.30pm

No KPC/MW/089z

Present

Councillor Mr K John Chance Chairman
Councillor Mr Trefor Edwards
Councillor Mrs Jennifer Evans

Clerk Mr M Walker

Also Present

Ward Councillor Mr Peter Jinman and one further member of the public

The Parish Clerk stated that the “ZOOM” meeting would be recorded.

Meeting declared open at 6.00pm by the Chairman

1.0 Apologies

Apologies received from Councillor Mr John Pring Vice – Chairman and Councillor Mrs Heather Adams. Due to the present Government Covid 19 Restrictions this meeting was a ‘virtual ‘meeting held via “ZOOM” and owing to the lack of sufficient Internet Broadband within the parish, Councillor Mr John Pring Vice – Chairman was unable to connect.
Lengthsman/Contractor Mr Dave Roden, 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 with regard to any items on the agenda

2.2 No written dispensations were received

3.0 Minutes

The Minutes of the Ordinary Meeting of the Parish Council No KPC/MW/088z held on Wednesday 27th January 2021 were confirmed as a true record and would be signed by the Chairman when convenient.

4.0 Financial Report

4.1 Receipts

No receipts received

4.2 Invoices for Payment

| | |
|------------------------------------|---------|
| Clerk’s Salary January 2021 Gross | £298.60 |
| Mileage | £9.45 |
| Postage | £2.94 |
| Tax £59.60 NIC £0.00 | |
| Nett Pay £251.39 | |
| Cheque 101056 | |
| C.A.R.E. (Herefordshire) CIC Grant | £100.00 |
| Cheque 101057 | |
| Clerk’s Salary February 2021 Gross | £298.60 |
| Postage | £8.58 |
| Computer Software | £23.02 |
| Tax £59.80 NIC £0.00 | |
| Nett Pay £270.40 | |
| Cheque 101058 | |



4.3 Bank Balances as per Barclays Internet Printed Bank Statements

| | | |
|--------------------------|--------------------------------|------------|
| Business Premium Account | @ 5 th January 2021 | £16,885.01 |
| Community Account | @ 5 th January 2021 | £4,267.08 |

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4.2 Invoices for Payment

| | |
|--|------------|
| Dave Roden Construction Invoice Extra Drainage Carried Out | £1,558.00* |
|--|------------|

Cheque 101059

Report:-

Due to the severity of flooding in the area extra works had to be carried out under the chemical – jetting and cutting of grips to prevent houses in Pontrilas from further flooding.

Extra depth ditching was required up to the wood in Kentchurch as road was flooding.

To supply JCB, Tractor and Trailer, Jetter and Water and Labour.

| | |
|---|------------|
| Dave Roden Construction Invoice PROJECT 1 GRANT | £2,484.00* |
|---|------------|

Cheque 101060

Councillor Mr D Roden {Lengthsman/Contractor} had completed the works agreed and his invoices paid. The invoices were then sent to Herefordshire Council, in the required format, for reimbursement.

D. RODEN-CONSTRUCTION & PLANT HIRE VAT No 549 8205 14 Telephone No 01981 570 444
7, Castle Park-Kilpeck-Hereford-HR2 9DN

Invoice No PROJECT 1 GRANT-8th March 2021

Clerk to Kentchurch Parish Council-Tryonor 42, Green Lane-Kingstone-Hereford-HR2 9EX

Works carried out at Kentchurch Council Houses

To supply all machinery and labour and materials to dig out 280M ditches and rebuild headwall as agreed with you.

| | |
|-----------|------------------|
| Ditching | £1,840.00 |
| Headwall | £ 230.00 |
| Sub Total | <u>£2,070.00</u> |
| VAT @ 20% | £ 414.00 |
| Total | <u>£2,484.00</u> |

| | |
|---|------------|
| Dave Roden Construction Invoice PROJECT 3 GRANT | £1,587.00* |
|---|------------|

Cheque 101061

D. RODEN-CONSTRUCTION & PLANT HIRE VAT No 549 8205 14 Telephone No 01981 570 444
7, Castle Park-Kilpeck-Hereford-HR2 9DN

Invoice No PROJECT 3 GRANT-8th March 2021

Clerk to Kentchurch Parish Council-Tryonor 42, Green Lane-Kingstone-Hereford-HR2 9EX

To clear 160M ditch on C1234 to Cobblers Grove

To supply all machinery and equipment as agreed with you.

| | |
|-----------|------------------|
| Ditching | £1,322.50 |
| VAT @ 20% | <u>£ 265 50</u> |
| Total | <u>£1,587.00</u> |

| | |
|---|----------|
| Dave Roden Construction Invoice PROJECT 4 GRANT | £276.00* |
|---|----------|

Cheque 101062

D. RODEN-CONSTRUCTION & PLANT HIRE VAT No 549 8205 14 Telephone No 01981 570 444
7, Castle Park-Kilpeck-Hereford-HR2 9DN

Invoice No PROJECT 4 GRANT-8th March 2021

Clerk to Kentchurch Parish Council-Tryonor 42, Green Lane-Kingstone-Hereford-HR2 9EX

To build headwall replacement at Spite House.

To supply all machinery, equipment and materials as agreed with you.

| | |
|-----------|----------------|
| Ditching | £230.00 |
| VAT @ 20% | £ 46.00 |
| Total | <u>£276.00</u> |



Cheque 101063

D. RODEN-CONSTRUCTION & PLANT HIRE VAT No 549 8205 14 Telephone No 01981 570 444
7, Castle Park-Kilpeck-Hereford-HR2 9DN

Invoice No PROJECT 5 GRANT-8th March 2021

Clerk to Kentchurch Parish Council-Tryonor 42, Green Lane-Kingstone-Hereford-HR2 9EX

To clear ditch on C1234 between BT Pole No 17 and 18 approximately 40M.

To supply all machinery, equipment and materials as agreed with you.

| | |
|------------------|----------------|
| Rebuild headwall | £230.00 |
| VAT @ 20% | £ 46.00 |
| Total | <u>£276.00</u> |

| | |
|--|-------------|
| Clerk's Salary March 2021 Gross | £298.60 |
| Mileage | £7.74 |
| Postage | £0.66 pence |
| Stationery & Consumables | £74.50 |
| Tax £59.80 NIC £0.00 | |
| Nett Pay £321.70 | |
| Cheque 101064 | |
| HMR&C 4 th ¼ Payment January February March | £179.20 |
| Cheque 101065 | |

4.3 Bank Balances as per Barclays Internet Printed Bank Statements

| | | |
|--------------------------|-------------------------------|------------|
| Business Premium Account | @ 12 th March 2021 | £16,885.45 |
| Community Account | @ 1 st March 2021 | £3,736.49 |

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

Proposed by Councillor Mr K John Chance Chairman and Seconded by Councillor Mr Trefor Edwards.

Councillor Mr K John Chance Chairman had received a thank you from Sonya Cary
{ Pontrilas Stores and Post Office) for the kind grant.

5.0 Reports if available from:-**5.1** Ward Councillor Mr Peter Jinman reported on the following:-

Herefordshire Council / Cabinet Members to form a Group for Roads and Drainage works.

Some Parish Councils are discussing doing works themselves and invoicing Balfour Beatty for reimbursement. There is going to be an in-depth review.

Flooding issues – the Environment Agency and Herefordshire Council are coming together in about a month to talk together.

Maybe Kentchurch Parish Council and Ewyas Harold Group Parish Council should gather flooding information. Possible meeting in April / May.

Herefordshire Council own ditch at Pontrilas on the A465 behind Heliston Place. The Environment Agency have increased the size of the bund and all drains have been cleaned out.

Any falling/felled timber should be removed to avoid blocking ditches.

Peter to email report from the Leader of Hereford Council to Clerk for distribution to Parish Councillors.

5.2 Lengthsman Report Parish Council to agree future works

Mr Dave Roden not present, see invoices * for report of works completed Item 4.2. Page 2 Financial Report.

5.3 Memorial Hall Delegate Report

Councillor Mr Trefor Edwards reported on the following:-

The Memorial is still closed and he is now Treasurer of the Hall.

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 Parish Council & Social Media

To discuss and agree action if required for the Parish Council to have a social media presence

Facebook, Twitter and Ewyas Harold's Kevin Michaels Website was discussed.

Items for inclusion potholes, local news etc.

Agreed for Clerk to put drainage works etc. on the front page of Kentchurch Parish Council's Website.

8.0 Parish Council Owned Kiosk at Kentchurch

Discussion reference kiosk refurbishment and installation of defibrillator and solar panel

Kiosk refurbishment was discussed – sandblasting, re-painting, new parts, electrics etc. approximate costs £3,500.00.

Firstly Clerk to contact defibrillator supplier reference possible cabinet design fault – difficult to open.

Ewyas Harold Clerk Sophie Glover to be contacted and Ward Councillor to be kept informed.

Agenda item for the next full Parish Council meeting.

9.0 Highways and Footpaths

9.1 Drainage Grant application update

See Item 5.2

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

Herefordshire Council have had a grant of 2.5 million this year.

“CAT 1” potholes have to be repaired within 24 hours.

Report of Balfour Beatty tipping unused tarmac behind the lay-by on the A465 opposite “Butty Van” lay-by. Clerk instructed to contact Balfour Beatty.

Where the car ended up in the river still no action after 2 years.

“The Elms” a large volume of water on the road – ditch needs to be cleaned out.

Where the verge meets the edge of the road - flood damage. Adjacent to entrance gravel on the road and drains blocked solid.

KZ7 Footpath Cobblers Grove – Rocky Fold – Thistle Brook new Finger Post required. If Balfour Beatty will not carry out works maybe Parish Council can and invoice Balfour Beatty for reimbursement. Unanimously agreed.

Station approach footpath Finger Post still requires replacing.

If Balfour Beatty will not carry out works maybe Parish Council can and invoice Balfour Beatty for reimbursement. Unanimously agreed.

Unanimous vote of thanks from the Parish Council to Councillor Mr John Pring Vice – Chairman for all his hard work and effort in keeping the village free of litter and debris.

Clerk to send a letter of thanks to P & D Contracting (James Court Farm Pontrilas) for works on the Kentchurch Road.

Safe socially distanced site meeting to be arranged with Clerk and Chairman when convenient.

10.0 Information Sheet

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

Planning Applications Update

| | |
|--------------------------------|---|
| 16 th November 2020 | Application Number 203685 Barn conversion at Brooks Farm Pontrilas Hereford Change of use of land to domestic curtilage and construction of a detached garage Planning Application Refused 10th February 2021 |
| 30 th November 2020 | Planning Application 203886 Pontrilas Timber and Builders Merchant Pontrilas Single storey extension of Hardwood Mill Planning Application Granted 23rd February 2021 |
| 27 th January 2021 | Planning Application 204575 7, Scudamore Close Pontrilas Hereford HR2 0UB Proposed single storey infill front extension with flat roof terrace over Planning Application Granted 24th February 2021 |



2nd May 2017 Planning Application P171547/XA2 Timber and Builders Merchant Pontrilas
Application for approval of details reserved by conditions 3, 4 and 15 attached
to planning permission 142033
Type PP Approval of details reserved by condition
Application Still Valid

Correspondence

12th February 2021 Herefordshire Council/Balfour Beatty
Parish Paths Partnership (P3) and Parish Lengthsman Schemes
Contract between Herefordshire Council and Parish Council
completed and sent to by email.

February 2021 Goods Vehicle Operator's Licence Application
Licence application for Unit 5 Pontrilas Business Park
All Parish Councillors were made aware of the application

February 2021 "Herefordshire Council Website Information"
Ditch and Drainage Responsibilities Information
{Emailed to all Parish Councillors }

January 2021 Report a Public Right of Way Problem
KZ7 Broken Finger Post between Rocky Fold and Charlottes Wood
CAS-791482-S1Q8Y3

13th February 2021 Report a Pothole
Potholes reported with photographs C1234 Cross Lyde – Crabs Castle
CAS-793290-X0J7R7
Balfour Beatty Reference Number 11099159

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

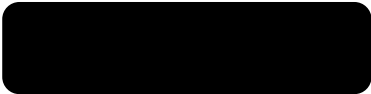
K6 Kiosk (Bunker) at Kentchurch

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

The next meeting will be the Annual Parish Meeting followed immediately by the Annual Meeting of the Parish Council to be held on Wednesday 19th May 2021, meeting to commence at 7.00pm in Pontrilas Village Shop & Post Office Meeting Café

(All Current Government Social Distancing Guidelines to be adhered to)
or a virtual meeting predominantly using the ZOOM platform

Meeting declared closed at 7.45pm

Signed..... 

Parish Council Chairman Councillor Mr John Chance

Dated this day the 19th May 2021