



KENTCHURCH PARISH COUNCIL

Minutes of an Ordinary Meeting of Kentchurch Parish Council
held in the G V Community Café Pontrilas
on Wednesday 18th September 2024 at 6.30pm

No KPC/MW/110

Present

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

Clerk Mr M Walker

Also Present

Ward Councillor Mr Matthew Engel, Lengthsman/Contractor Mr James Probert, Representatives from the Police PCSO Carol Marsh and PCSO Hayley Warne and four further members of the public

Meeting declared open at 6.30pm by the Chairman

1.0 Apologies

Apologies were received and accepted from Councillor Mr John Pring
BBLP Locality Steward Lara Edwards not present

2.0 Parish Council Co – options & Confirm Co-option Policy

2.1 To confirm Co-option Policy

The Parish Council unanimously confirmed the Co-option Policy as presented
Signed by Councillor Mr K John Chance Chairman

2.2 To consider any qualifying applications for Co-option to Kentchurch Parish

A resident of Kentchurch Mrs Karen Manifold qualified for Co-Option to Kentchurch Parish Council, unanimously approved by Parish Councillors and signed the relevant forms.

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

All paperwork would be forwarded by email e.g. Code of Conduct, Standing Orders Financial Regulations, Maps etc.

3.0 Declarations of Interest and Dispensations

3.1 No Declarations were made

3.2 No written applications for dispensations were received

4.0 Minutes

The Minutes of the Ordinary Meeting of the Parish Council No KPC/MW/109 held on Wednesday 17th July 2024 were confirmed as a true record and signed by the Chairman

The Parish Council resolved to change the correct order of business at this time to Item 7.4, 9.1, 7.1

7.4 Police Report

Police representatives PCSO Carol Marsh and PCSO Hayley Warne gave an overview of issues

Quad bike stolen from Kentchurch

Landrover stolen from Garway, not recovered yet but items from vehicle recovered

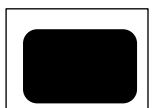
Carol and Hayley covering north Hereford as well as south Hereford

Smartwater event to take place

Any functions or events, if available Police will attend

West Mercia Police Community Charter to be updated

- 1) Speeding
- 2) Rural crime
- 3) Police presence / lack of visibility



9.1 Planning Consultation 241798 Old House Farm Pontrilas Hereford HR2 0BL
Proposed erection of a self-build replacement dwelling and associated work
Type Planning Permission

Applicants Mr & Mrs Quan gave an overview of progress to date
The Parish Council unanimously resolved to support the application and submit it to Herefordshire Council's Planning Department
Proposed by Councillor Mr K John Chance Chairman and
Seconded by Councillor Mrs Jennifer Evans Vice – Chairman

7.1 Ward Report from Ward Councillor Mr Matthew Engel
Verbal update reference Pontrilas Parkway Railway Station
Network Rail are taking an interest
Meeting Amey, Network Rail, Transport for Wales, Steve Smith

The Parish Council resumed the correct order of business at this time to Item 5.0

5.0 Financial Report

5.1 Receipts

<i>Herefordshire Council Purchase Order</i>	£2,340.00
<i>Highway Services {monies not in bank until claimed}</i>	
Herefordshire Council BACS Remittance Advice KENT JMP 171	£315.00
Herefordshire Council BACS Remittance Advice KENT JMP 160	£210.00
Herefordshire Council BACS Remittance Advice 3385299	£4,500.00
Part 2 Precept 2024 – 2025	

5.2 Invoices for Payment

Clerk's Salary August 2024 Gross	£543.40
Mileage	£34.38
Postage	£5.95
Tax £108.80 NIC £0.00	
Nett Pay £474.93	
Cheque 101199	
Zurich Municipal Insurance Invoice No 535397039	£264.00
12/09/2024 – 11/09/2025	
Cheque 101200	
<i>{Zurich Insurance 12/09/2023- 11/09/2024 £264.00}</i>	
Clerk's Salary September 2024 Gross	£543.40
Stationery & Consumables	£135.00
Tax £108.60 NIC £0.00	
Nett Pay £569.80	
Cheque 101201	
HMR&C 2 nd ¼ Payment July August September	£326.00
Cheque Number 101202	
<i>{payment to be made 30/09/2024}</i>	
TEEC Limited Invoice INV-4995	£155.99
Website hosting	
Cheque 101203	
C A R E Herefordshire CIC	£20.00
Meeting Room Hire KPC 09/18/2024	
Cheque 101204	
J M Probert Lengthsman Invoice No JMP184	£822.00
Cheque 101205	



Lengthsman Work sheet

4th July - £60

Strimming in Pontrilas, embankment and blacksmiths shop – 2 hours

11th July - £35

Spraying weeds in Pontrilas – 1 hour £5 for spray

13th July - £35

Spraying weeds in Pontrilas – 1 hour £5 for spray

15th July - £210

Clear gullies from Spite House to Baggie

Clear gullies from Castlefield to Gate House

26th July – £135

Stim A465 junction, trim & tidy round defib. In Pontrilas – 4.5hrs

1st September – £24

Bin empty, 4 bin @ £6/bin

7th September – £210

Lengthsman day clearing gullies and grips around the parish

8th September – £24

Bin empty, 4 bin @ £6/bin

13th September - £65

Stimming to tidy up A465 junction. Strim back embankment and trim back overhanging foliage at bus stop

Spraying paths through Pontrilas £5 for spray

15th September - £24

Bin empty, 4 bin @ £6/bin

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

5.2i) insurance Review 2024-2025

The Parish Council authorised the Clerk to renew their insurance with Zurich Insurance when due

5.3 Bank Balances as per Barclays Internet Printed Bank Statements

Community Account	@ 1 st August 2024	£7,478.49
Community Account	@ 2 nd September 2024	£7,551.86
Business Premium Account	@ 1 st July 2024	£8,325.83

Bank Reconciliations signed for both accounts

*{The Parish Council Cheque Signatories are Councillor Mr K John Chance Chairman,
Councillor Mr Trefor Edwards and Mrs Heather Adams}*

5.4 Update Bank Mandate – remove Mrs Heather Adams add Mrs Jenny Evans

The Parish Council unanimously resolved for Mrs Heather Adams to be removed as cheque signatory
With the addition of Councillor Mrs Jennifer Evans Vice – Chairman and newly Co-opted Parish
Councillor Mrs Karen Manifold to be added as signatories.

6.0 Application for “.gov.uk” domain

Parish Council to consider “.gov.uk” domain

The Clerk had started the process of obtaining a “.gov.uk” domain through their Website provider
TEEC. All emails etc. to be granted by 1st October 2024.

The grant available from the Society of Local Councils {SLCC} was more costly than the quotation
from TEEC, so the Parish Council resolved to accept their offer.

One year subscription £36.00 including VAT

7.0 Reports if available from:-

7.1 Ward Report from Ward Councillor Mr Matthew Engel

See after Item 4.00



7.2 Memorial Hall Delegate Report

Councillor Mr Trefor Edwards reported on the following;-

Memorial Hall is quite busy

The Art Centre is filling up, a window had been broken and litter is a problem

7.3 Letter from PCC John Champion's Office - A meeting had taken place

7.4 Police Report

See after Item 4.00

8.0 **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

9.0 **Planning Consultation** 241798 Old House Farm Pontrilas Hereford HR2 0BL

9.1 Proposed erection of a self-build replacement dwelling and associated work Type Planning Permission

See after Item 4.00

9.2 Consultation National Planning Policy Framework {consultation ends 24/09/2024}

The Parish Council resolved not to comment

10.0 **Highways and Footpaths**

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

The parish had not received the second verge cut from Balfour Beatty, Clerk to contact Balfour Beatty

The Parish Council discussed the broken Litter Bins in Pontrilas Village and resolved to purchase three new Litter Bins.

All to be Black Trimline 25L Litter Bins from Glasdon @ approximately £151.00 each including VAT

Railway Embankment foliage encroaching on footway

Kentchurch "B" Road requires attention from Pontrilas Shop and Post Office in Pontrilas Village through to end of parish boundary

Clerk to contact Locality Lara Edwards for a site meeting

10.2 Agree future work for the Lengthsman

Maintenance works agreed, Councillor Mr John Chance Chairman to liaise with James Probert

Meeting to be arranged to identify Grant Funded project Lengthsman works

11.0 **Information Sheet**

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

Planning Applications Update

29th February 2024 Planning Consultation 240444 Rocklands Railway Terrace Access Pontrilas Hereford HR2 0BH

Application for approval of reserved matters following Outline approval 212128

Proposed detached dwelling, garage and new parking for Rocklands

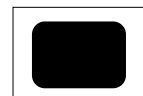
Approval of Reserved Matters

Application Still Valid

24th July 2024 Planning Consultation 241846 Barns at Merri-Folde Farm Garway Hill Hereford
Application to determine if prior approval for conversion of four barns to 4 no. dwellings with building operations reasonably necessary for the conversion

Type (Part 3) Class Q - Prior Approval

This application is for prior approval determination for a change of use and as such the new legislation does not require you to respond to this communication



Correspondence

- 26th July 2024 Letter of thanks sent to Mrs Heather Adams on her resigning as being a Parish Councillor
- 1st August 2024 Letter of thanks to Golden Valley Construction Ltd reference superb quality of workmanship on the retaining wall repairs in Pontrilas Village, plus a requested plaque to be placed on said wall
- 12th August 2024 *Acknowledgement received from Golden Valley Construction Ltd reference above letter*

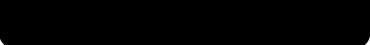
12.0 Matters Relayed to the Clerk for Agenda of the Next Meeting

Budget for 2025 – 2026

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

Ordinary Parish Council Meeting to be held in the G. V. Community Café Pontrilas
Wednesday 20th November 2024 at 6.30pm

Meeting declared closed at 8.30pm

Signed..... 

Parish Council Chairman Councillor Mr John Chance

Dated this day the 20th November 2024