



KENTCHURCH PARISH COUNCIL

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

No KPC/MW/105

Present

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

Also Present

Newly elected Ward Councillor Mr Matthew Engel and one further member of the public

Meeting declared open at 6.30pm by the Chairman

1.0 Apologies

Apologies received from Councillor Mrs Heather Adams and Lengthsman/Contractor
Mr Terry Griffiths
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 applications for dispensations were received

The Parish Council resolved to change the correct order of business to Item 6.1

6.0 Reports if available from:-

6.1 Ward Councillor Mr Matthew Engel

Many Induction Sessions attended at Herefordshire Council
Child Care Report – some improvements although very under staffed
Campaign visits – first issue new Railway Station – very much needed. Meeting has been arranged
Planning Department also very under staffed
Issues related to copper telephone lines being disconnected
“Around 2027 the copper twisted-pair cables that connect every home and office in the UK to their local telephone exchange and which have been around in some shape or form since 1911, will be superseded by Fibre Optic, or Full Fibre (FTTP) technology.”
Maybe a Mini Summit to be organised with other parishes in the future to help connectivity
Class Q referred to:-
“Class Q allows for the conversion of agricultural buildings to houses without the need to apply for planning permission. This includes the change of use of a building or any land within its curtilage, including the building operations reasonably necessary to convert the building.”

The Parish Council resumed the correct order of business to Item 3.0

3.0 Minutes

The Minutes of the Ordinary Meeting of the Parish Council No KPC/MW/104 held on Wednesday 27th September 2023 were confirmed as a true record and signed by the Chairman.

4.0 Financial Report

4.1 Receipts

Balfour Beatty / Herefordshire Council Invoice for Lengthsman Works £1,320.00
TGC2331, TGC2372, TGC2392



Terry Griffiths Contracts Invoice No TGC2465 £528.00
Applied for not yet received

4.2 Invoices for Payment

HMR&C 2nd ¼ Payment July August September £207.60

Cheque Number 101163

{payment made 30/09/2023}

Clerk's Salary October 2023 Gross £345.89

Mileage £24.93

Postage £9.85

Tax £69.20 NIC £0.00

Nett Pay £311.47

Cheque 101166

C A R E Herefordshire CIC £100.00

Community Benefit Grant KPC11/15/2023

Cheque 101167

Kentchurch Parochial Church Council {PCC} KPC11/15/2023 £100.00

Community Benefit Grant

Cheque 101168

Dore Community Transport {DCT} KPC11/15/2023 £300.00

Community Benefit Grant

Cheque 101169

C A R E Herefordshire CIC £20.00

Meeting Room Hire KPC11/15/2023

Cheque 101170

Clerk's Salary November 2023 Gross £345.89

Mileage £23.22

Postage £2.75

Tax £69.20 NIC £0.00

Nett Pay £302.66

Cheque 101171

PKF Littlejohn LLP Invoice SB20233024 £48.00

Professional Services

Cheque Number 101173

Terry Griffiths Contracts Invoice No TGC2465 £528.00

Kentchurch Parish Council Roads-routine maintenance October 2023 (1) 02-11-23 TGGC2465

Description of work carried out:- Specific tasks

C1233

Bus Stop Area - Clear overgrowth around bus stop

Scudamore Close Area - Cut back overgrow on footway

Routine Maintenance Scope of Works - As Required

Clear grids and clean out road gullies

Check connecting pipe

Clear grips

Clear ditch leads

Clear headwalls

Strim round street furniture

Strim round grit bins

Wash off street signs

Strim visibility splays on junctions

Roads visited on this visit

C1233

B4347

From C1233 to A465

C1234



From B4347 to parish boundary
C1230
From C1234 to parish boundary
C1239
From B4347 to parish boundary
Materials Marker Spray
Cheque 101174

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

4.3 Bank Balances as per Barclays Internet Printed Bank Statements

Community Account	@ 24 th September 2023	£4,718.71
Community Account	@ 2 nd October 2023	£4,718.71
Community Account	@ 1 st November 2023	£3,451.27
Community Account	@ 14 th November 2023	£4,771.27
Business Premium Account	@ 1 st September 2023	£8,809.81
Business Premium Account	@ 2 nd October 2023	£10,714.79

Bank Reconciliations signed for both accounts

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

4.4 To confirm Clerk’s Annual Incremental Salary increase to SPC 31

The Parish Council unanimously confirmed the Clerk’s Annual Incremental Salary increase, up by two points to SPC 33

5.0 2024 - 2025 Budget and Precept

5.1 To consider Draft Budget for approval

The 2024-2025 Draft Budget was considered and unanimously approved an increase of £250.00 to £9,000.00

Proposed by Councillor Mr John Chance Chairman and Seconded by Councillor Mr John Pring Vice – Chairman

5.2 To agree 2024 - 2025 Precept

The Parish Council resolved to set the precept for the fiscal year 2024-2025 at £9,000.00.

Proposed by Councillor Mrs Jennifer Evans and Seconded by Councillor Mr Trefor Edwards

6.0 Reports if available from:-

6.1 Ward Councillor Mr Matthew Engel

See after Item 2

6.2 Memorial Hall Delegate Report

The “annex” has now been let to the Ewyas Harold Art Group

6.3 Police Report {if available}

No Police present and no update available reference Speeding problems through Pontrilas Village and vehicle drivers using mobile phones whilst driving

7.0 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

8.0 Highways and Footpaths

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

Councillor Mrs Jennifer Evans to monitor Bus Parking in Pontrilas for one week and to report to the Clerk, who will then write to Yeomans again with all the information collected.



A465 missing White Lining and Cats Eyes, Clerk to report to Balfour Beatty again and to also contact Johnathan Poynton at Pontrilas Sawmills. Flood light still a problem at the sawmills.
No place for electric charging points
Bradley Farm Road

8.2 Update on Lengthsman Grant & Match Funding Contract
All information sent to Balfour Beatty and monies authorised

8.3 Agree future work for the Lengthsman
Unanimously resolved for Lengthsman/Contractor Terry Griffiths (Contracts) to undertake maintenance days around the parish.
Any extra works to be authorised by the Clerk or Chairman

8.4 To receive any new information regarding Footpaths
No new information received

9.0 Information Sheet

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

Planning Applications Update

17th August 2023 Planning Consultation 232409 The Vention Pontrilas Hereford HR2 0BD
Proposed extensions and alterations to dwelling and detached garage

Application Granted 9th October 2023

4th August 2023 Planning Consultation No 232297 Land Opposite Spitehouse Rise Pontrilas
Proposed construction of a single dwellinghouse

Application still valid

Correspondence

19th October 2023 Letter sent to Yeomans Travel
Reference "Coach Parking in Pontrilas"
Reply awaited

31st July 2023 Letter sent to Pontrilas Court
Reference overhanging hedge / trees on footway opposite Pontrilas Court
Still no reply as yet

31st July 2023 17.07 *From: BT-HelpdeskNotifications@cbre.com Sent: 31 July 2023 13:43*
Subject: Work Order Status for R3079523
Please find enclosed below detail of your recently raised call:-
WO# R3079523 Work Order CreatedReference Number: R3079523
Reported Date: Jul 31 2023 1:43PM
Reporter Name: Malcolm Walker
Priority: P4
Estimated Completion: Aug 29 2023 1:43PM
Actual Completion: N/A
Building: Pontrilas ATE
Location: GND BALCONY
Problem: Grounds Maintenance (Shrub Clearance / Litter Picking / Weeding etc):>HR0052A1 hedge/ trees are hanging over the bus stop and footpath needs cutting back and general grounds maintenance health and safety issue as walking on the road no risk to the building no site restrictions no access or parking restrictions no environmental issues
Tuesday 29/08/2023 15:09 Hello, Your request is completed!
Click Here to view completed request R182734 "Grounds Maintenance (Shrub Clearance / Litter Picking / Weeding etc):>HR0052A1 hedge/ trees are hanging over the bus stop and footpath needs cutting back and general grounds maintenance health and safety issue as walking on the road no risk to the building no site restrictions no access or parking restrictions no environmental issues" and provide feedback. We look forward to hearing from you! Please do not respond to this automated email. Email sent 29th August 2023 Reply awaited



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

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

The next Meeting will be an Ordinary Meeting of the Parish Council on Wednesday 17th January 2024 to be held in the G V Community Café Pontrilas and is due to commence at 6.30pm

Meeting declared closed at 8.00pm

Signed..........

Parish Council Chairman Councillor Mr John Chance

Dated this day the 17th January 2024