

ANNUAL MEETING OF THE PARISH COUNCIL

Held at Kington & Dormston Village Hall

May 13th 2024 at 7:30pm

| | | |
|-----------------|---------------------------|------------------|
| Present: | Cllr M. Tilt | Cllr E. Faizey |
| | Cllr P. Collins | Cllr T. Richards |
| | Cllr S. Richins | Cllr V. Longmore |
| | District Cllr Nick Dawkes | Clerk |

PUBLIC QUESTION TIME - There were no questions from the Public.

1. Election of Chairman and Declaration of Office – Cllr Collins was elected to the post of Chairman, proposed by Cllr Richins and Seconded by Cllr Drake. The Declaration of Acceptance of Office was signed.

Election of Vice Chairman- Cllr Richins proposed Cllr Richards as Vice Chair and this was seconded by Cllr Collins.

2. Apologies- County Councillor L. Robinson & Cllr I. Bull sent their apologies.

3. Declaration of Interest

Disclosable Pecuniary Interest – none recorded.

Other Disclosable Interest – Cllr Collins declared an interest in item 10(i)

4. Grants for Dispensation – none requested.

5. Staffing Committee and Scheme of Delegation were considered:

- a. Cllr's Drake and Collins were elected to form the Staffing Committee.
- b. The Council approved the Scheme of Delegation which had been circulated prior to the meeting.

6. The Council reviewed and adopted the following documents which had been circulated prior to the meeting and were signed by Chair:

- i. Financial Regulations
- ii. Standing Orders
- iii. Risk Assessment

7. To approve the Minutes

The minutes of the Ordinary Parish Council Meeting held in March 2024 were approved and signed by Chair. Also, the Minutes for the Annual Meeting of the Parish Council held in May 2023 were signed by Chair.

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8. District & County Councillor Report's- Covered in the Annual Parish Meeting minutes.

9. Highways

The Clerk thanked the Cllrs for collating possible speed van locations on the A422, this has been passed to Cllr Robinson to share with the Police- Clerk to chase any update.

A resident has emailed in regarding the deterioration of the road surface on Dormston Lane near the caravan site, Cllrs confirmed that that the area needs reporting to highways and Cllr Longmore shared a photo for the Clerk to report and log with highways.

Cllr Drake had shared that on the A422 there are two left hand bend signs that are obscured by hedges- Clerk to report. Also on the A422 two large mud guards are littered in the verge from previous accidents – Clerk to report.

Cllr Richins reminded Cllrs that Kington Lane will be closed shortly for re-surfacing.

10. Lengthsman

Cllr Collins declared an interest in item 10 (i) and abstained from the following discussions:

- (i) Two applications have been received for the lengthsman position and one was currently filling the position temporarily. All Cllrs agreed that they would like the position formally offered to Mr Paul Best who was currently working the role on a temporary basis- Clerk to action and reply to the other candidate.
- (ii) The new agreement with WCC for the lengthsman had been received with a budget of £2,534.58 for the year, this equates to 3 hours per week.

11. Planning

The following planning applications are outstanding and there were no objections:

| | | | |
|---------------------------------------|--|--|------------------|
| <u>W/24/00767/HP</u> | Ballam Hill Cottage Cockshot Lane Dormston Kington Worcester WR7 4JZ | Rear balcony extension | Pending Decision |
| <u>W/24/00602/FUL</u> | Mill House Residential Care Home Kington Lane Kington Worcester WR7 4DG | Erection of two storey side extension for 8 bedrooms and day care centre (Variation of conditions 2,5 and 6 Ref.21/02776/FUL). | Pending Decision |

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12. Finance

1. Clerk outlined the report from the Internal Auditor. *Action: Clerk to publish.*
2. Council approved the Certificate of Exemption 2023/24. *Action: Clerk to submit to External Auditors and Publish.*
3. The Council approved the Annual Governance Statement of 2023/24. *Action: Clerk to publish.*
4. The Council approved the Accounting Statements of 2023/24. *Action: Clerk to publish.*
5. The Council approved the Schedule of Fixed Assets. *Action: Clerk to publish.*
6. The Council approved the proposed dates for Exercise of Public Rights. *Action: Clerk to publish.*
7. The Council approved the Insurance Renewal document. *Action: Clerk to renew.*
8. Clerk presented the proposed payments below which were approved:

| | | | |
|------------|---------------------|---------|---------------|
| Lisa Cope | Salary | £627.20 | Cheque 000585 |
| HMRC | Lisa Cope Tax | £156.80 | Cheque 000586 |
| Lisa Cope | Expenses | £76.77 | Cheque 000587 |
| Zurich | Annual Insurance | £476.76 | Cheque 000588 |
| Worcs CALC | Annual subscription | £329.22 | Cheque 000589 |
| ICO | GDPR Fees | £40.00 | Cheque 000590 |
| VHC | Village Hall hire | £72.00 | Cheque 000591 |
| Paul Best | Lengthsman | £148.75 | Cheque 000592 |

13. Litter/ Dog Bins

Cllr Richards explained how she had met with Phil Childs from Wychavon to consider possible locations for new bins in Kington and Dormston. It was more economical to buy general waste bins (which can be used for dog waste also) rather than standard dog waste bins.

Cllr agreed sites for two bins either end of Dormston Lane, one was to be placed on hold for Kington until it was deemed necessary. Clerk to check with Cllr Robinson if any divisional funds can be accessed to help with the cost of purchasing the bins before they are ordered. Clerk to also check how often the bins are emptied.

14. Police Parish Contract

All Cllrs agreed that Speeding should be noted as the current top Policing issue in the Parish.

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15. JBM Solar Farm

Cllr Drake shared that he had been attending the regular zoom meetings and the opposition group has collated 10,000 objections now to the Solar Farm. The developers are now exploring a different route through Feckenham to the site and a new planning application will need to be submitted in due course.

16. Correspondence

The Clerk circulated before the meeting correspondence regarding:

- A meeting with the Flyford's taking place on Tuesday 14th May regarding the road safety of the A422
- The Town and Parish Conference which takes place on 12th June 2024
- An email from a resident regarding Dormston Lane road surface.

17. Councillors Reports and Items for future agenda

Cllr Collins shared how going forward if necessary, there should be more Extra- Ordinary meetings to discuss any big planning consultations.

Cllr Richards explained that the village now have litter picking equipment from Wychavon which will be stored in the shed at the Village Hall.

Cllr Collins enquired if there was any response from Highways regarding the large sign at Mill House Care home as residents have noted that it affects driver's visibility, the Clerk shared that no response has been received. Cllr Collins to make contact with the Care Home first.

The Clerk shared that as Cllr Tilt has now resigned, the Councillor vacancy will be advertised, if an election is not required then Cllrs will be able to co-opt to fill the vacancy from the July meeting.

18. Date of Next Meeting

To confirm the date of the next Ordinary Parish Council Meeting is scheduled for Monday 8th July 2024 at 7:30pm at Kington and Dormston Village Hall.

Signed – Chairman

Date.....

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