

## ANNUAL MEETING OF THE PARISH COUNCIL

Held at Kington & Dormston Village Hall

May 12<sup>th</sup> 2025 at 7:30pm

|                 |  |   |
|-----------------|--|---|
| <b>Present:</b> | Cllr P. Collins<br>Cllr R. Drake<br>Cllr S. Richins<br>District Cllr Nick Dawkes | Cllr I. Bull<br>Cllr T. Richards<br>Cllr V. Longmore<br>Clerk & 1 Parishioner |
|-----------------|--|---|

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

1. **Co- Option-** A co-option application had been received and circulated from Mr Nicholas Bonehill, Cllr Collins proposed Mr Bonehill be co-opted in as Cllr, this was seconded by Cllr Richins and all Cllrs were in agreement. Declaration of office signed and declaration of interest form to be completed.
2. **Election of Chairman and Declaration of Office** – Cllr Collins was elected to the post of Chairman, proposed by Cllr Richins and Seconded by Cllr Bull. The Declaration of Acceptance of Office was signed.  
**Election of Vice Chairman-** Cllr Collins proposed Cllr Richards as Vice Chair and this was seconded by Cllr Richins.
3. **Apologies-** County Councillor L. Robinson sent her apologies and Cllr E. Faizey sent her resignation as Cllr.
4. **Declaration of Interest**  
 Disclosable Pecuniary Interest – none recorded.  
 Other Disclosable Interest – Cllr Richins declared an interest in item 12
5. **Grants for Dispensation** – none requested.
6. **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.
7. **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

KINGTON & DORMSTON PARISH COUNCIL

Clerk: Lisa Cope, Walcote, Top Street, Charlton WR10 3LE

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Tel. 07773793185 (office hours only)

## **8. To approve the Minutes**

The minutes of the Ordinary Parish Council Meeting held in March 2025 were approved and signed by Chair. Also, the Minutes for the Annual Meeting of the Parish Council held in May 2024 were signed by Chair.

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

## **10. Highways**

Cllr Collins attended a meeting at The Flyford's Parish Council regarding the safety of A422 with Marc Bayliss in attendance (Assistant to the Police and Crime Commissioner). The road has been looked at however they are not considering any major changes or signage at present.

With regards motorcycle noise levels they are introducing a sound measuring gun to monitor this and for speeding they will be posting a Police Officer with a camera in relevant gateways and are able to do this at any hours of the day. Grafton Bridge safety may be looked into further, not no details at present.

A second VAS sign in the village was again discussed, Cllr Collins stated the need to download the data from the current VAS machine first.

Other outstanding highways issues for the Clerk to follow up on are:

- Signage on Kington Lane the cow hazard sign requires replacing a 'please use passing spaces' sign has been requested
- Two drains at the bottom of Dormston Lane require jetting
- Excessive vegetation on the bend past the Red Hart towards Conibury-affecting driver's sightlines
- Road still not levelled outside the Church in Kington (from where the road was patched an area was missed)
- Radford Road and Kington Lane sign reported and sent to the signage team still not fixed
- The overgrowing hedge and telecoms box on the A422 near the Flyfords.
- Downloading data from the current VAS sign.

## **11. Lengthsman**

All going well, nothing to report.

## **12. Planning**

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

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|                                       |   |  |                  |
|---------------------------------------|---|--|------------------|
| <a href="#"><u>W/25/00693/FUL</u></a> | Coneybury Farm<br>Alcester Road Kington<br>Flyford Flavell<br>Worcester WR7 4DF | Demolition of existing workshops and construction of a fitness studio and therapy room.  | Pending Decision |
| <a href="#"><u>W/25/00477/HP</u></a>  | Nota Bene Kington<br>Lane Kington<br>Worcester WR7 4DH                          | Proposed front porch, new cladding to dormers, single storey rear extension and veranda, side gateway, and render of entire dwelling | Pending Decision |

Cllr Longmore suggested a further response is required to the updates on the solar farm application, she offered to draft for the Clerk to send.

### 13. Finance

1. Clerk outlined the report from the Internal Auditor. *Action: Clerk to publish.*
2. Council approved the Certificate of Exemption 2024/25. *Action: Clerk to submit to External Auditors and Publish.*
3. The Council approved the Annual Governance Statement of 2024/25. *Action: Clerk to publish.*
4. The Council approved the Accounting Statements of 2024/25. *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:

|             |                     |         |      |
|-------------|---------------------|---------|------|
| ICO         | Data protection fee | £52.00  | BACS |
| Lisa Cope   | Salary              | £599.45 | BACS |
| HMRC        | Lisa Cope Tax       | £149.80 | BACS |
| Lisa Cope   | Expenses            | £86.77  | BACS |
| Paul Brewer | Lengthsman March    | £157.50 | BACS |
| Paul Brewer | Lengthsman April    | £170.00 | BACS |
| Zurich      | Insurance Renewal   | £485.75 | BACS |
| Worcs CALC  | Annual subscription | £350.47 | BACS |

### 14. Smart Water

Neighbourhood Watch have sent through correspondence that they would like to try and start a Smart Water roll out within the village as they have now achieved 50% of properties who would like to register for Smart Water.

Cllrs stated that they were fully supportive of the initiative however have not made financial provision for the project in the budget for this year. They would like to know

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the total cost involved and whether this would be funded or part funded by the Police and whether Cllr Robinson would be able to assist with divisional funds- Clerk to contact the relevant parties involved.

### **15. Phone Box**

The Police have stated they would help towards the cost of re-painting the phone box if the Parish Council would like to provide a quote for the works.

Cllr Collins to research whether Inkberrow Men In Sheds would be able to help with the project.

### **16. Correspondence**

The Clerk stated that the Parish Council require a gov.uk or org.uk email address to be in operation before the AGAR needs to be submitted next March.

### **17. Councillors Reports and Items for future agenda**

Cllr Richards expressed her frustration with WCC highways over local road closures and the lack of adequate advance notice or signage.

Cllrs expressed concern with the sewerage smells coming from the caravan park on Dormston Lane and requested the Clerk contact enforcement.

Cllr Richins proposed that as the Parish had not spent the £250 VE Celebration money funded from Wychavon this should be donated to the British Legion- Cllrs supported this and the Clerk to make arrangements.

### **18. Date of Next Meeting**

To confirm the date of the next Ordinary Parish Council Meeting is scheduled for Monday 14<sup>th</sup> July 2025 at 7:30pm at Kington and Dormston Village Hall.

Signed – Chairman .....

Date.....

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