

# Kilpeck Group Parish Council

Minutes of the Ordinary Meeting of Kilpeck Group Parish Council  
held at "The Bridges Child Care Centre"  
on Monday 11<sup>th</sup> June 2018

No KGPC/MW/144

## Councillors Present

Councillor Mrs J Davies Chairman  
Councillor Mr M Parsons Vice-Chairman  
Councillor Mr N Eynon  
Councillor Mr D Howie  
Councillor Mr G Statham  
Councillor Mrs B Wood

Clerk Mr M Walker

## Also Present

Mr Dave Roden Lengthsman/Contractor and five further members of the public

**The Ordinary Meeting of the Group Parish Council was formally opened  
by the Chairman at 7.30pm**

### **1.0 Apologies for Absence**

Apologies were received and accepted from Councillor Mrs M Lloyd, Councillor Mr M Chester and  
Ward Councillor Mr Jon Johnson  
Mr Dave Atkinson Locality Steward not present  
No Police present

### **2.0 Parish Council Vacancy**

To consider applicants for co-option to the Parish Council

Three prospective candidates were present and all gave a short resume of why they would like to be a  
Parish Councillor for the parish of Kenderchurch.

The Chairman on behalf of the Parish Council thanked them for attending the meeting.

Consideration and ballot see Item 18.0

### **3.0 Declarations of Interest & Dispensations**

#### **3.1 To receive any declarations of interest in agenda items from Councillors**

No Declarations of interest were received

#### **3.2 To consider any written applications for dispensation**

No new written applications received

### **4.0 Minutes**

The Minutes of the Annual Group Parish Council Meeting No **KGPC/MW/143**  
held on Thursday 24<sup>th</sup> May 2018 were unanimously confirmed as a true record and signed by the Chairman.

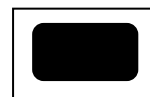
### **5.0 Financial Report**

#### **5.1 Receipts**

VAT Claim for 1<sup>st</sup> April 2017 - 31<sup>st</sup> March 2018 submitted to HMR&C and a BACS payment  
made on the 11<sup>th</sup> May 2018 for £2,251.24

#### **5.2 Invoices for Payment**

Harvey Morgan Invoice No 08	£35.00
Strimming roadside and car park Kilpeck Village Hall Cheque No 000890	
M Walker edit print and distribute Parish Council's Newsletter/Annual Report for 2018 + inclusions Invoice No 581 Cheque No 000891	£395.12



Clerk's Salary June 2018 Gross	£559.24
Mileage	£10.58
Postage	£19.30
TAX £111.80 NIC £0.00	
Nett pay	£477.32
Cheque No 000892	
HMR&C 1 <sup>st</sup> Quarter Payment April May June	£331.00
Cheque No 000893	

All payments were **Unanimously Approved**

Finance Sheet signed by Councillor Mrs J T Davies Chairman and copies given to all Parish Councillors present

### **5.3 Bank Balances** as per statements

@ 8 <sup>th</sup> June 2018	Treasurers Account	£4,547.68
Internet Printed Bank Statement		
Bank Reconciliation £4,547.68 dated 11 <sup>th</sup> June 2018		
to agree with Internet Printed Bank Statement signed by the Chairman		
@ 8 <sup>th</sup> June 2018	Business Bank Instant Account	£21,966.09
Internet Printed Bank Statement		
Bank Reconciliation £21,966.09 dated 10 <sup>th</sup> June 2018		
to agree with Internet Printed Bank Statement		

## **6.0 Reports**

### **6.1 Kilpeck Village Hall Committee**

Councillor Mr M Parsons Parish Council Vice-Chairman and Village Hall Chairman reported on the following:-

A "Key Safe" had been purchased for fitting outside the Village Hall for Hirers convenience  
The Village Barbeque was scheduled for Saturday 4<sup>th</sup> August 2018, 5.30pm/6.00pm start

### **6.2 Ward Councillor Mr Jon Johnson's Report**

Ward Councillor Mr Jon Johnson not present and no report available

### **6.3 Locality Steward and / or Lengthsman Report**

Locality Steward Mr Dave Atkinson not present

Mr Dave Roden Lengthsman reported on the following:-

Verge mowing in progress and pothole filling

Lengthsman inspection to take place next week

Max 7 Tonne Sign is facing the wrong way on the Much Dewchurch road as well as the absence of the Give Way Sign.

## **7.0 Public Question Time**

Designated maximum period of 10 minutes to accommodate members of the public who may wish to either raise or ask the Parish Council questions.

Various questions asked reference the Neighbourhood Development Plan

"Call for Sites" analysis by independent consultant still awaited

## **8.0 Parish Council – Public Communication**

To review process and options of Parish Council public communications methods

Social Media to be addressed in the next Parish Council Newsletter

Information to be displayed at the Barbeque Saturday 4<sup>th</sup> August

## **9.0 Neighbourhood Development Plan**

*Councillor Mr M Parsons Vice-Chairman had been advised by his employer Dwr Cymru Welsh Water and the Herefordshire Association of Local Council (HALC) to declare A Non Declaration of Pecuniary Interests (Non DPI) for this item. This Non DPI will remain current for the entire process of the Neighbourhood Development Plan process.*



“Call For Sites” See Item 7.0

Expression of Interest had been completed successfully for grant support and/or technical support

Neighbourhood Development Plan item on front page of next Parish Council Newsletter

#### **10.0 Planning Application**

Application No 181626 Willox Bridge Farm Didley Hereford HR2 9AP  
Proposed agricultural building (retrospective)

*“Good Morning Emily, Kilpeck Group Parish Council considered planning application No 181626 Willox Bridge HR2 9AP at their June 2018 meeting  
Resolved:- Unanimously to support the application.  
Best Regards Malcolm Walker Clerk to Kilpeck Group Parish Council”*

Information only

Application No 181997 Upper House Farm Didley Hereford HR2 9DA  
Application for prior notification of proposed agricultural building  
Herefordshire Council are **not** accepting comments for this planning application

#### **11.0 Orders, Policies & Regulations**

##### **11.1** To ratify the revised Parish Council’s Standing Orders

The Parish Council resolved unanimously to ratify their Standing Orders as presented  
Signed by Councillor Mrs J Davies Chairman, Councillor Mr M Parsons Vice-Chairman and witnessed by the Clerk

##### **11.2** To ratify the revised Parish Council’s Financial Regulations

The Parish Council resolved unanimously to ratify their Financial Regulations as presented  
Signed by Councillor Mrs J Davies Chairman, Councillor Mr M Parsons Vice-Chairman and witnessed by the Clerk

#### **12.0 Data Protection Laws 2018 {Data Controller - Parish Council Data Processor - Parish Council Clerk}**

To consider adopting the following policies as recommended by the General Data Protection Regulations Working Group and displaying them on the Parish Council Website

##### **12.1 i)** Privacy Notice

Privacy Notice adopted

##### **12.1 ii)** Data Subject Access Policy

Data Subject Access Policy adopted

##### **12.2** To consider options regarding long term safe storage of Parish Council Documentation

Further information required

Agenda item for the next full Parish Council meeting

#### **13.0 Highways and Footpaths**

Lengthsman to tidy footways from Didley Church to Grove Park turning

#### **14.0 Telephone Kiosk on Kilpeck Village Green**

Update reference Refurbishment of Kiosk and installation of Defibrillator and training availability  
Electrician installing new light and defibrillator box in Kiosk Tuesday morning 12<sup>th</sup> June 2018  
Training evening to be organised

#### **15.0 Information Sheet (for information only)**

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

2nd May 2017 Application No 171547 [Timber and Builders Merchant Pontrilas, Hereford](#) HR2 0BE  
Application for approval of details reserved by conditions 3, 4 & 15 attached to  
Planning Permission 142033

**Application Still Valid**



10<sup>th</sup> January 2018      Application No 174767 Land South East of A465 near Pontrilas Sawmills Hereford  
Proposed re-location of Black Mountain Quarries comprising the change of use of land for  
storage, processing and sale of natural stone and associated products, stone cutting building,  
dispatch building, offices, display areas and associated staff and customer parking,  
sustainable drainage and new vehicular access  
Council Development Reg 4  
**Application Still Valid**

Correspondence

4<sup>th</sup> May 2018      Dore Community Transport  
Invitation to “presentation of the key” by Jesse Norman MP 31<sup>st</sup> May 2018  
Parish Council representative(s) to attend

25<sup>th</sup> May 2018      Report a pothole  
Station Corner CAS-683629-X6QOW4

29<sup>th</sup> May 2018      Balfour Beatty / Herefordshire Council  
Parish Paths Partnership (P3) and Parish Lengthsman Schemes  
Contract signed and returned

29<sup>th</sup> May 2018      PKF Littlejohn LLP  
Certificate of Exemption Form + Contact Details Sheet etc. submitted

**May 2018 Golden Valley Safer Neighbourhood Team (SNT) Newsletter Your team, based at Peterchurch.**  
**PC 164 Roger Bradley 07976 938 755 roger.bradley@westmercia.pnn.police.uk**  
**PCSO 6173 Fiona Witcher 07773 054582 fiona.witcher@westmercia.pnn.police.uk**  
**PCSO 6378 Pete Knight 07773 053919 peter.knight@westmercia.pnn.police.uk**

**News from the Nick** As you can see from the team photo, Pete is back with us, which is great news. It turned out that the new PCSO that was coming to Peterchurch lives in north Herefordshire so it made more sense for her to stay north, and Pete was happy to return to the Valley – so the team is complete again.

**Crime Trends 1st – 31st May 2018**

A Landrover defender was stolen from a farm in Bredwardine overnight on Tuesday 8th/Wednesday 9th May, and was found abandoned on the 9th May in at a farm near Bristol, minus registration plates. The canopy for the vehicle plus items which had been inside the vehicle were found dumped in a bridle path near Pershore  
Incident ref 43-s-090518

If you have any information regarding any of the above crimes you can contact police on 101, in an emergency please dial 999. Please be aware that any information provided within this letter is to inform you of incidents of note and to request possible assistance. We do not want to worry you in anyway.  
Any incidents stated are infrequent and spread about a wide area, and are over a whole month.  
Herefordshire is a safe place to live!

**Scam news** A couple more scam reports have been sent to us by our readers –  
From: HM Revenue & Customs <customercare137@rbc907.update757.services.hm.co.uk>  
Sent: 29 May 2018 06:00

To: Subject: PAYMENT RETURN CONFIRMATION - Ref. #14612918931394  
Payment Return Confirmation LOCAL OFFICE No. 721 TAX CREDIT OFFICER: MR CHRIS A MILLER  
TAX REFUND ID NUMBER: UK38131718269 REFUND AMOUNT: £242 GBP Date: 29-05-2018  
HMRC - Regarding your recent online communication You have paid too much tax. HMRC owes you £242GBP  
This is the second reminder notice if you miss and you dont register you will suffer the consequences of the new law in force. Unfortunately we cannot confirm your identity Such action is necessary and compulsory for all citizens working in the UK , according to the new law.  
Please visit .....refund online. to update your personal details.  
Just thought this may be of interest...

I received a call today from 020 3388 879 Saying the were from DHE they knew my name and address!! Said that my washing machine cover was ending at midnight,( I know I don't have this cover).. they were convinced I paid £9 a month!! They wanted a payment up front from a card and bank details to set up a direct debit.. because I knew 100% I didn't have this and said if I already have cover you have my bank details and that I wasn't being fooled they cut the call.. I tried calling back but number is not recognised.. this was on my mobile and land line.



This one, allegedly from TSB Bank, came into my work inbox -

**Important Notice Please Note:** Starting from 18/May/2018, we will be implementing new login authentication procedures in order to safeguard your account information. Part of these procedures will be the introduction of our two step authentication system which will prevent access to your account by a third party, this system will work by comparing information from the device being used to access our sites against data we previously hold regarding the devices you most frequently use. In order for us to launch these new login authentication procedures we require you to complete our account verification process this should only take you a few minutes to complete and will help us in safeguarding your account information.

Please note: Failure to comply with our account verification process may lead to temporary suspension of access to our online and telephone banking service. Best regards, TSB Online Banking Team

### **Conmen claim to be police to dupe residents out of cash**

#### **West Mercia Police is reminding residents not to be fooled by conmen claiming to be police**

In the past month there have been a number of incidents in the force area where fraudsters have scammed innocent people out of money.

In one of the scams the conmen claim they are from police and say a relative of the person they are ringing has been arrested - they then request money for their release and even offer to send someone to collect the cash.

In another scam they claim to be from the bank stating an account has been hacked and that money needs to be transferred out of the account to one the scammers have set up.

Police have launched an investigation into the scams.

CID Detective Sergeant Andy Dawson said: "These fraudsters can be very convincing giving the person they are ringing no reason not to believe them and while they do tend to try and prey on those people who are likely to be more vulnerable and susceptible to their scam in actual fact anyone can fall victim.

"Police would never request money for someone's release from custody and anyone who receives a call like this should simply put the phone down. It is not a genuine call. Likewise, do not transfer money to someone cold calling who you do not know. Only set up direct debits and transfer money with known trusted sources. If the caller claims to be from the bank tell them you will ring them back but before you do ring a person you know to make sure the telephone line has not been compromised and use the telephone number on your bank card not the number the caller may have given you.

"Be vigilant and in any doubt simply put the phone down. Often these people do target elderly and vulnerable people, as do cold callers knocking door to door, and I would ask anyone who has an elderly or vulnerable relative, neighbour or friend makes sure they're aware of what to do if these scammers contact them."

Visit the Crime and Safety pages of the West Mercia Police website [www.westmercia.police.uk](http://www.westmercia.police.uk) for more information to help prevent bogus callers and phone scams.

To report information about scams to West Mercia Police ring 101 or visit Action Fraud

<https://www.actionfraud.police.uk/> for more information

**101** to talk to your local SNT or report a crime

[goldenvalley.snt@westmercia.pnn.police.uk](mailto:goldenvalley.snt@westmercia.pnn.police.uk)

[www.westmercia.police.uk](http://www.westmercia.police.uk)

@GValleyCops

Only call 999 in an emergency, when a crime is in progress or life is in danger

#### **16.0 Agenda of the next meeting**

Speed Indicating Devices (SIDs)

Whitfield Open Day

Donations (Churches)

Use of Social Media

Safe storage for documentation

#### **17.0 Confirmation of the Next Meeting Time, Date & Venue**

The next Meeting will be the Ordinary Meeting of the Parish Council on **MONDAY 9<sup>th</sup> July 2018** at **"The Bridges Child Care Centre" Wormbridge** and is due to commence at **7.30pm**

Meeting Suspended 8.40pm



Meeting re-convened 8.45pm

**18.0 To Review Candidates for Co-option**

The Parish Council resolved to hold this item in closed session

All members of the public left the room

A secret paper ballot of the three prospective candidates was taken.

Result by majority for Mr Dave Roden to be Co-opted onto the Parish Council as member for Kenderchurch

Clerk instructed to write to all candidates with the outcome

Meeting declared closed at 9.00pm

Signed.....  .....

Parish Council Chairman Councillor Mrs Joyce T Davies

Date 9<sup>th</sup> July 2018