

## KINLET PARISH COUNCIL.

### MINUTES OF THE MEETING HELD ON 10<sup>th</sup> NOVEMBER 2025 IN THE PARISH HALL COMMENCING AT 7.30 p.m.

**PRESENT:-** Mr P. Kirton (Chairman), Mr K. Shepherd, Mr P. Robinson, Mr. P. Horsfall, Mr D. Haywood. Mr R. Crawford, Mrs J. Rowley and Mrs J. Burgess (Clerk)  
Also in attendance – Mr D. Davies and one member of the public.

**0. PUBLIC PARTICIPATION.** The problem of vehicles parking on verge at Button Oak was discussed and this would be monitored.

**1. APOLOGIES** were received from Mr C Lloyd (holiday) and Mrs J. Mitchell (training) approved reasons.

**2. DECLARATIONS OF INTEREST.** Mrs J. Rowley declared a prejudicial interest in Item 6 and took no part in the discussion or voting..

**3. MINUTES OF THE OCTOBER MEETING** were taken as read and unanimously approved by all present at that meeting and signed after being proposed and seconded.

#### **4. MATTERS ARISING.**

**1. HIGHWAY MATTERS. 1. Massive Pothole-Meaton Lane** – Mr. Davies would take this long standing matter up with S.C. **.2. Bus Pull In- Kinlet** – Still ongoing – waiting appointment appropriate Highways Officer.**3. Drain & Ditch Full of Debris & Collapsed Footpath – Button Bridge Lane** – S.C. had advised had arranged for repair work to be carried out.

Other Highway Matters. **4.Lengthsman Update** – Advised re work carried out during month. Would be asked to re-erect signs at Punches Corner junction. **5. Meaton Lane Speeding** – This matter had been raised with a councillor but after discussion it was agreed that this was not a suitable location for a speed limit. **6. Highway Maintenance Notes** had been circulated.

Other General Matters Arising. **7. HSBC Statement for Countryside Group** – No update available. Re-forming this Group was discussed and a previous note in the newsletter had received one response which would be chased again. **8. Mobile Phone Equipment Site** – Further letters had been sent out and response was awaited.

**2. ENFORCEMENT MATTERS.** Updates were reported. Ongoing matters were being monitored by Enforcement Dept.

**5. CORRESPONDENCE.** All applicable correspondence had been emailed to councillors during the month including Planning Guidance note. + S.C. advise re volunteers willing to help with litter picking when next undertaken. Village Hall flag would be changed.

## **6. PLANNING APPLICATIONS.**

1. 25/03771/FUL for residential conversion of existing pool house to detached dwelling and associated external works including new vehicular access – unanimous decision to recommend approval. Planning permission had been advised for 25/02592/FUL for change of use of redundant chapel to planning use E, erection of boundary fence and modification of existing access to highway.

## **7 DISCUSSION RE SIGNING OF MEMORANDUM OF UNDERSTANDING**

**WITH S.C. RE COLLABORATIVE WORKING.** Proposed, seconded and unanimously approved for the clerk to sign this document on behalf of the council.

## **8. DECISION & APPROVAL OF NEW GOV.UK EMAIL & WEBSITE ADDRESS**

**‘clerk@kinletparishcouncil.gov.uk’ & ‘kinletparishcouncil.gov.uk’.** Unanimously approved after proposing and seconding that the clerk would facilitate these changes in conjunction with Stretton Creative and ITS Solutions. Councillors would consider if they wished to obtain gov.uk email addresses, although these were not mandatory at the present time.

## **9. COSTS FOR RE-PRINTING WELCOME PACK FOLDERS.**

After discussion it was proposed, seconded and unanimously approved to accept the quotation from Badger Print of £97.00 for printing of 50 folders. The clerk would obtain the necessary artwork from the previous printers.

## **10. COUNTY COUNCILLOR’S UPDATE.**

This had been circulated.

## **11. PAYMENT OF ACCOUNTS TO HAND.**

Approval was given for payment of the following accounts after proposal and seconding:- 1. Mrs J. Burgess - £364.80 (Oct. salary - £355.80 + £9.00 T.E. – cheque no.001946) 2. C.M. Smith (Stretton Creative) - £80.00 (Oct. website work- cheque no. 001947). 4. S.A.L.C -£80.00 – (Training – cheque no. 001948) 5. Cleobury Mortimer Leisure Centre - £250.00. (Donation- cheque no.001949) 5. ITS Solutions - £54.00 (call out to Printer – cheque no.0019500). 6. ITS Solutions - £349.20 (new printer – cheque 001951). 7. Countryside Care - £330.00 (highway work – cheque no.001952)

## **12. ITEMS NEXT AGENDA.**

None were raised at this point.

## **13. DATE OF NEXT MEETING.**

This will take place on Monday 8<sup>th</sup> December 2025 in the Parish Hall commencing at 7.30 p.m. with public participation time and the meeting closed at 8.55 pm