

KINGSTONE & THRUXTON GROUP PARISH COUNCIL

Minutes of the ordinary meeting of Kingstone and Thrupton Group Parish Council held on Wednesday 2nd September 2026 at 7.00pm at Kingstone Village Hall, Green Lane, Kingstone, Hereford.

Present: Cllr. Paula Rawbone (Chair), Cllr. Colin Warrillow (Vice-chair), Cllr. David Bailey, Cllr. Leah Dunsmuir, Cllr. Rachael Fitton, Cllr. Neil Howard, Cllr. Colin Knight, Cllr. Jim Knipe, Cllr. Denise Lloyd, Cllr. Keith Price, Cllr. David Rea and Cllr. Christina Richards.

Not Present: None.

Meeting Quorate 12/12 Councillors present.

In attendance: Lisa Lewis (Parish Clerk), Paul Neate (Footpaths Officer), Richard Thomas (Ward Councillor), Aiden and Rebecca Baldwin (Sports Association) and Matt Heeley (Lengthsman).

Meeting officially opened at 7pm by the Chair.

1. Apologies

None Received.

2. Declarations of Interest

To receive written requests for dispensations or declarations of interest on this agenda in accordance with the Localism Act 2011 s31 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

- i) Declarations from Members – None received.

3. Minutes of Previous Meeting

The minutes of the ordinary meeting held on Wednesday 1st July 2026 were approved as a correct record and were signed by the Chair.

4. Public Participation

Query raised regarding rubbish bins in the village.

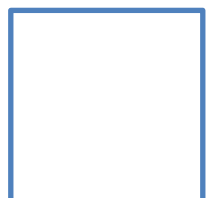
5. Reports

5.1 Clerk's Report

Correspondence:- None received

Updates:-

Drainage grant received of £2,400.80 towards drainage works submitted.



Damaged Lamp post opposite Woodfield Close reported FS868029036.

Replacement defib box at the village hall and new defib unit at Thruxton due to be installed on Friday 4th September 2026 both to include small motion sensor lighting above.

Planning Decisions – FOR INFORMATION ONLY

Application number	Site address	Description	Type	Status
P261310/FH	Kingstone, Wormside, Rose Mount Green Lane Kingstone Hereford Herefordshire HR2 9EX	Replacement and improvement of garage roof. Replacement of existing flat dormer with pitched dormer, removal of chimney and changes to 2 further dormers. New porch and replacement windows in garage.	Full Householder	Determination Made (Approved with Conditions)
P262100/PDV	Kingstone, Wormside, St Michaels Close Kingstone HR2 9EP	Reg 5 - Notification of Intention to Install Fixed Line Broadband Apparatus	Permitted Development	Determination Made (No Comment)
P261706/FH	Kingstone, Wormside, 3 Mill Common Cottages Cottons Meadow Kingstone Hereford Herefordshire HR2 9HU	Addition of a cabin as ancillary accommodation to the existing cottage	Full Householder	Determination Made (Approved with Conditions)

5.2 Verbal Reports

(5.2.1) Local Policing: Not present.

(5.2.2) Ward Councillor reported on: S.106 monies and pedestrian crossing at the Primary School. It was suggested that the Parish Council write to Herefordshire Council to establish where the money has been spent without consultation with the Parish. The Parish Council resolved for the clerk to write to



the Leader of the Council, Jonathan Lester in relation to the large spend in planning stages of the road safety plans. Clerk to establish from the s.106 team what the current figures are.

(5.2.3) Village Hall: Unfortunately, the Hall has been advised by the s.106 team that the monies from the Open Spaces allocation cannot be used as the hall garden is not open at all times. Therefore, the hall is back to fundraising and Bingo will take place later this month. The hall is also installing inpost lockers to attract an income for the hall.

(5.2.4) Sports Association: FunFest was a huge success and the Sports Association thanked the Parish Council for their involvement. The next event is planned for Saturday 10th July 2027. The ground maintenance store has been completed. The wooden climbing frame equipment has been removed for safety reasons. Maintenance in the small play area will be taking place and they are looking to replace the changing rooms steps as well. Drainage issues on the field have not been resolved, the lengthsman confirmed he had emailed the team on the 4th August and will follow up on this as matter of urgency.

(5.2.5) Bike Track: nothing to report. A litter pick of the area will be carried out on Sunday and it was confirmed that the fire damaged mattress appears to have been removed.

(5.2.6) Allotments: Nothing to report. Next meeting to take place in October.

(5.2.7) Kingstone Food Share: Quiet couple of months but should pick up entering the cooler months.

(5.2.8) Litter Picking: Thanks to all volunteers 9 bags of rubbish were collected in July making 56 bags in total collected to date. Next pick takes place on Sunday 6th September 2026.

(5.2.9) CRG update: Cllrs Howard and Richards provided an update on the Parish Summit meeting.

6. Financial Reports and Policy

6.1 Payments: It was resolved to approve payments listed for September and those made in August under delegated authority (appendix 1). Invoices were signed by two signatories.

6.2 Bank balances and reconciliations the bank balances for the end of June and July were noted and bank statements were signed by signatories. See appendix 2.

6.3 External Auditors Report – it was noted that the audit had been completed and that an ‘Other’ matter was being raised in relation to the boxes completed for ring-fenced charity funds – box 11 should have been entered as ‘Yes’. Report and conclusion documents to be displayed prior to the end of September.

6.4 Purchase of a Gazebo, it was resolved by a unanimous vote for the clerk to obtain quotations for consideration at the October meeting, to include weights or appropriate pegs and personalised for the Parish Council.

7. Planning

7.1 Planning To consider planning applications submitted to Hereford Council:- **P262017/F** - Bridge Court Barn Kingstone Herefordshire HR2 9ES . The erection of a detached building to provide additional storage, research and development and logistical space, together with attendant and staff facilities. [Planning Application Details - Herefordshire Council](#)

It was unanimously resolved to support the application. Members noted the importance of the local business and the benefits for local employment and the parish economy.

8. Highways & Environment

8.1 Lengthsman: Public Rights of Way (PROW) work completed as per the grant application and photos shared on the lengthsman group. Maintenance days now planned to open up grips, strim grit bins and carry out drainage grant work at Hanley Court. The Parish Council unanimously resolved to arrange a parish sweep for October, lengthsman to liaise with the clerk.



8.2 Footpath Officer reported: Paul provided a map of works completed on the paths. He has cleared paths and stiles including the KS25 and KS26. He reported that he may have limited capacity for footpath inspections for a period of time. This was noted. The second part of the PROW grant had been submitted and was successful, therefore the boardwalk will be extended and completely replaced by the lengthsman in due course to enable the footpath to safely reopen.

8.3 Dog Fouling Stickers – It was noted that the cost of the Keep Britain Tidy campaign was not affordable and it was resolved for Cllr Dunsmuir to contact the Primary School to establish if the Young Hopefuls can design a sticker to be ordered through an online provider.

8.4 s.106 Update: Covered under item 5.2.2 above. It was resolved for Cllr Knipe to be lead Cllr for this item and to liaise with the clerk.

8.5 Flood Planning: No updates. Resident volunteers are going to undertake road closure training directly through Herefordshire Council.

8.6 Remembrance Silhouettes The village hall have confirmed that the silhouettes can be installed on the outside wall of the Hall. It was noted that 2 silhouettes have been ordered, and the final location will be confirmed in October.

8.7 Village Christmas It was noted that the working group will consist of Cllrs Bailey, Rea, Warrillow, Knight, Dunsmuir and Richards. They are planning the tree installation on the 28th/29th November with a light switch on taking place on Saturday 5th December 2026. It was noted that purchase of additional inflatables and an electrical box may be required.

9. Training

Clerk's Community Governance Level 4 Study Days are taking place next week. No further training planned yet.

10. Items for Next Agenda

National Pay Increase. Items need to be submitted to the clerk seven clear days ahead of the next meeting.

12. Date of Next Meeting

The next meeting will be an ordinary meeting on Wednesday 7th October 2026 at 7.00pm in Kingstone Village Hall.

MEETING CLOSED AT 8:10 pm

Signed: (Chairman)

Date:

Appendix 1

Date: 25/08/2026

Kingstone & Thruxton Parish Council

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Time: 09:12

Unity Current A/c

List of Payments made between 01/08/2026 and 31/08/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
10/08/2026	Kingstone Village Hall	BACS	16.00		Hall Hire - Food Share July
10/08/2026	Country Flavours Ltd	BACS	21.25		Eggs - Food Share
10/08/2026	Lisa Lewis	BACS	768.98		Clerk's Salary August
10/08/2026	RBVE	BACS	370.00		Remembrance Silhouettes
10/08/2026	Lloyds Bank Plc	DD	1,331.04		Credit Card July
12/08/2026	CB Lock Ltd TA Locks Garage	DD	21.60		PROW Fuel
Total Payments			2,528.87		

Date: 25/08/2026

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Time: 09:12

Unity Current A/c

List of Payments made between 01/09/2026 and 30/09/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
02/09/2026	Lisa Lewis	BACS	768.78		Clerk's Salary September
02/09/2026	MJH Contracting	BACS	4,680.00		PROW Grant Work 2026/27
02/09/2026	TEEC Limited	BACS	187.20		Annual Subscription
02/09/2026	Country Flavours Ltd	BACS	23.00		Eggs - Food Share
02/09/2026	Kingstone Village Hall	BACS	16.00		Food Share - Hall Hire
02/09/2026	Doug Addis	BACS	220.00		Bike Track Strim - July
25/09/2026	Nest Pension Contributions	DD	61.72		Pension Contributions Septembe
Total Payments			5,966.70		

Appendix 2

Date:24/08/2026

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Time: 21:11

Bank Reconciliation Statement as at 30/06/2026
for Cashbook 3 - Unity Current A/c

User: LISA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Current Account	30/06/2026		12,044.49
			<u>12,044.49</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
03/06/2026 BACS Dore Community Transport		500.00	
			<u>500.00</u>
			11,544.49
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			11,544.49
		Balance per Cash Book is :-	11,544.49
		Difference is :-	0.00

Date:24/08/2026

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Time: 21:39

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 3 - Unity Current A/c

User: LISA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Current Account	31/07/2026		9,095.65
			9,095.65
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
03/06/2026 BACS Dore Community Transport		500.00	500.00
			8,595.65
<u>Unpresented Receipts (Plus)</u>			
		0.00	0.00
			8,595.65
		Balance per Cash Book is :-	8,595.65
		Difference is :-	0.00