

# KINGSTONE & THRUXTON GROUP PARISH COUNCIL

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**Minutes of the ordinary meeting of Kingstone and Thrupton Group Parish Council held on Wednesday 3<sup>rd</sup> June 2026 at 7.00pm at Kingstone Village Hall, Green Lane, Kingstone, Hereford.**

**Present:** Cllr. Paula Rawbone, Cllr Colin Warrillow (Vice-chairman), Cllr. Leah Dunsmuir, Cllr. Rachael Fitton, Cllr. Neil Howard, Cllr. Colin Knight, Cllr. Denise Lloyd, Cllr. Keith Price and Cllr. Christina Richards

**Not Present:** Cllr David Rea

**In attendance:** Lisa Lewis (Parish Clerk), Aiden and Rebecca Baldwin (Sports Association), Matthew Heeley (Lengthsman) Paul Neate (Footpaths Officer) and Richard Thomas (Ward Councillor), two members of the public

## 1. Apologies

Received and noted from Cllr. David Bailey.

## 2. Declarations of Interest

To receive declarations of interest under consideration 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 annual meeting held on Wednesday 6<sup>th</sup> May 2026 were approved as a correct record, subject to the agreed amendments which were entered in writing and initialed by the Clerk. The amended minutes were signed by the Chairman.

## 4. Public Participation

A member of the public raised concerns about the hedging encroaching the footway adjacent to Cottons Meadow and the green area within being overgrown. It was resolved for the clerk to report to Herefordshire Council.

There was a query regarding how issues that have been reported are followed up and comments regarding the village hall maintenance, grass cutting and potholes were made.

## 5. Reports

### 5.1 Clerk's Report

#### Correspondence:-

BBLP weekly updates circulated.

Working Outdoors Toolbox Talk document from Herefordshire Council forwarded to the Footpath Officer.



Police Charter received – it was resolved to keep the current priorities and clerk to return the form.  
Email received from a member of the public regarding mowing of the Orchard behind Whitehouse Drive – it was resolved for the clerk to arrange a meeting with the contractor to discuss.

**Updates:-**

Lengthsman Drainage Grant paperwork submitted.

Damaged Bus Shelter at Doctors Surgery reported to Herefordshire Council - FS-Case-839607741 and the police.

Damage to shelter and anti-social behaviour at Lowfield Meadow reported to Connexus and the police.

**Planning Decisions – FOR INFORMATION ONLY**

None to note.

**5.2 Verbal Reports****(5.2.1) Local Policing:** Reported:

- Vehicle damage at Coldstone Cross and Swaledale Road.
- Anti-social behaviour reported and the children responsible have been dealt with. Chandler's Close and Lowfield Meadow.
- Domestic issues were also reported.
- Members and public were urged to report any incidents immediately via 101.
- Patrols in the area have increased.
- Reports of pit bikes being used in the area. The police advised members of the public to obtain video evidence and forward it on to them.
- Speed recording had taken place.
- They will be attending FunFest on 11<sup>th</sup> July.

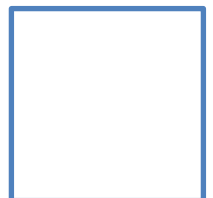
**(5.2.2) Ward Councillor reported on:**

- Public Realm Contractor now 'M Group'. Herefordshire Council are dealing with all administration. Issues can be raised through the Portal.
- S.106 monies – he will be taking this up with Herefordshire Council. The current spending to date was noted.
- Requests for a pedestrian crossing outside Kingstone Grange Estate will be raised with the MP.
- Herefordshire Council need to make savings and have reduced costs by £3 million in respect of SEN transport. And further savings of £2 million from block bookings for elderly residential care.

**(5.2.3) Village Hall:** A quote of £24,000 had been received for the renovation of the outside space, s.106 funds will be applied for. Still plenty of bookings.

**(5.2.4) Sports Association:**

- Maintenance day on Saturday 6<sup>th</sup> June 2026
- AGM to be held Thursday 18<sup>th</sup> June at 7pm on the Sports Field.
- S.106 money to be obtained for outdoor gym equipment. The s.106 team wanted confirmation that the parish council are happy for them to proceed with utilising the funds. The Parish Council resolved to agree.



- It was confirmed that the parish council will have a stand at FunFest, Cllrs Warrillow and Knight confirmed their attendance.

**(5.2.5) Bike Track:** still being used. A report of motorbike use was received – it was noted that there are signs in place advising no motorised vehicles to be used and noted that any incidents should be reported to 101.

**(5.2.6) Allotments:** Next meeting is July. There had been damage to the toilet seat and this will be replaced for safety.

**(5.2.7) Kingstone Food Share:** there are approximately 35 members of the public attending each month. Bric a brac items are always welcomed to pass on to those who need them and Coffee and Cake is provided for social inclusion.

**(5.2.8) Litter Picking:** Next litter pick is Sunday 7<sup>th</sup> June 2026, to date 37 bags have been collected.

## 6. Financial Reports and Policy

**6.1 Payments:** It was resolved to approve all payments listed for June, see appendix 1. All invoices signed by signatories.

**6.2 Bank balances and reconciliations** the bank balances for the current account at the end of April were noted and bank statements were signed by signatories. See appendix 2.

**6.3 Review Policies and Procedures** Item deferred.

## 7. Annual Governance and Accountability Return

**7.1 Internal Audit** – The internal audit report was received and the recommendations noted.

**7.2 Section 1** – It was resolved by a unanimous vote to adopt the annual governance statement for 2025/26 and the document was signed by the chairman and clerk.

**7.3 Section 2** – It was resolved by a unanimous vote to adopt the Accounting Statements for 2025/26 along with the accounts and the document was signed by the chairman.

**7.4 Public Rights** – It was noted that the dates for the Exercise of Public Rights was set as Friday 5 June to Thursday 16 July 2026.

## 8. Planning

**8.1 Planning** To consider planning applications submitted to Hereford Council:- **Planning Consultation - 261310** - 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.

The application was considered and it was resolved by a unanimous vote to support the application with no comments to make.

## 9. Highways & Environment

**9.1 Lengthsman:** Maintenance Day had been carried out. He has a meeting arranged with Locality Steward regarding the drainage at Seven Site and will look at other issues as well.

**9.2 Footpaths:** KS25 and KS3 cut. KS1 was kindly cut by Cllr Knight and his wife. Cooks Lane needs attention as it is overgrown. Strimmer line had been ordered.

**9.3 s.106 Update:** update from s.106 Officer, Ian Sutton received and noted.

**9.4 Flood Planning:** No flooding issues reported.

**9.5 Goal Posts** – No update received from Connexus.

**9.6 Octavia Place** – it was noted that no road name sign had ever been installed and it was resolved for the clerk to write to the developers, Citizen Housing.



## 10. Training

None to note.

## 12. Items for Next Agenda

Remembrance Day

## 13. Date of Next Meeting

The next meeting will be an ordinary meeting, held on Wednesday 1<sup>st</sup> July 2026 at 7.00pm in Kingstone Village Hall.

**MEETING CLOSED AT 7:56pm**

Signed: ..... (Chairman)

Date: .....

## Appendix 1

Date: 02/06/2026

## Kingstone &amp; Thruxton Parish Council

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Time: 12:59

## Unity Current A/c

## List of Payments made between 01/06/2026 and 30/06/2026

| Date Paid      | Payee Name                  | Reference | Amount Paid | Authorized Ref | Transaction Detail          |
|----------------|-----------------------------|-----------|-------------|----------------|-----------------------------|
| 03/06/2026     | Lisa Lewis                  | BACS      | 768.98      |                | Salary June                 |
| 03/06/2026     | MJH Contracting             | BACS      | 280.00      |                | May Maintenance Day         |
| 03/06/2026     | Dore Community Transport    | BACS      | 500.00      |                | Donation                    |
| 03/06/2026     | Country Flavours Ltd        | BACS      | 18.25       |                | Eggs FS                     |
| 03/06/2026     | Kingstone Village Hall      | BACS      | 16.00       |                | Hall Hire - FS May          |
| 03/06/2026     | Doug Addis                  | BACS      | 220.00      |                | Bike Track - Strimming      |
| 03/06/2026     | CB Lock Ltd TA Locks Garage | DD        | 22.05       |                | CB Lock Ltd TA Locks Garage |
| 26/06/2026     | Nest Pension Contributions  | DD        | 61.72       |                | Pension Contributions June  |
| Total Payments |                             |           | 1,887.00    |                |                             |

## Appendix 2

Date:02/06/2026

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Time: 12:09

Bank Reconciliation Statement as at 30/04/2026  
for Cashbook 3 - Unity Current A/c

User: LISA

| Bank Statement Account Name (s)     | Statement Date | Page                        | Balances  |
|-------------------------------------|----------------|-----------------------------|-----------|
| Unity Current Account               | 30/04/2026     |                             | 22,805.79 |
|                                     |                |                             | 22,805.79 |
| <u>Unpresented Payments (Minus)</u> |                | <u>Amount</u>               |           |
|                                     |                | 0.00                        |           |
|                                     |                |                             | 0.00      |
|                                     |                |                             | 22,805.79 |
| <u>Unpresented Receipts (Plus)</u>  |                |                             |           |
|                                     |                | 0.00                        |           |
|                                     |                |                             | 0.00      |
|                                     |                |                             | 22,805.79 |
|                                     |                | Balance per Cash Book is :- | 22,805.79 |
|                                     |                | Difference is :-            | 0.00      |

Date: 02/06/2026

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Time: 12:25

Bank Reconciliation Statement as at 30/04/2026  
for Cashbook 4 - Unity Savings A/c

User: LISA

| Bank Statement Account Name (s)     | Statement Date | Page                        | Balances  |
|-------------------------------------|----------------|-----------------------------|-----------|
| Unity Savings Account               | 30/04/2026     |                             | 45,556.73 |
|                                     |                |                             | 45,556.73 |
| <u>Unpresented Payments (Minus)</u> |                | <u>Amount</u>               |           |
|                                     |                | 0.00                        |           |
|                                     |                |                             | 0.00      |
|                                     |                |                             | 45,556.73 |
| <u>Unpresented Receipts (Plus)</u>  |                |                             |           |
|                                     |                | 0.00                        |           |
|                                     |                |                             | 0.00      |
|                                     |                |                             | 45,556.73 |
|                                     |                | Balance per Cash Book is :- | 45,556.73 |
|                                     |                | Difference is :-            | 0.00      |