

KINGSTONE & THRUXTON GROUP PARISH COUNCIL

Minutes of the meeting of Kingstone and Thrupton Group Parish Council

Minutes of the meeting of Kingstone and Thrupton Group Parish Council held on Wednesday 5th November 2025 at 7.00pm in Kingstone Village Hall, Green Lane, Kingstone, Hereford

Present: Cllr Colin Pugh (Chairman), Cllr Colin Warrillow (Vice Chairman), Cllr David Bailey, Cllr Leah Dunsmuir, Cllr Neil Howard, Cllr Colin Knight, Cllr Denise Lloyd, Cllr Paula Rawbone and Cllr David Rea and Cllr Christina Richards.

In attendance: Lisa Lewis (Parish Clerk), Aiden and Becky Baldwin (Sports Association), Matt Heeley (Lengthsman), Paul Neate (Footpaths Officer) and Richard Thomas (Ward Councillor).
Also present: Five members of the public

1. Apologies

Apologies were received and accepted from Cllr Rachael Fitton.

2. Declarations of Interest

Cllrs were reminded to declare any interests. Cllr Rawbone noted an interest in item 7.1 and duly signed the register of interests book.

3. Minutes of Previous Meeting

It was resolved that the minutes of the meeting held on Wednesday 1st October 2025 be approved as a correct record and were signed by the Chairman.

4. Public Participation

No issues were raised.

5. Reports

5.1 Clerk's Report & Correspondence

Correspondence:-

Email received from a resident in Thrupton noting that the work the Lengthsman looked at near Pool Cottage had not been completed. The clerk had advised that the works had been submitted as part of the drainage grant and the parish council are awaiting confirmation of works to be completed.

Parish Summit slides and recording circulated.



Flood risk road closure training dates circulated.

Correspondence received from a member of the public regarding a barrel at the church triangle that had been damaged or rotted. The lengthsman had cleared it away during a maintenance day.

Correspondence received from a resident with a copy of the objection they had submitted in relation to planning application 252810. Copy of the public objection circulated to members for information as it is not currently available on the planning website.

Updates:-

Sandbags had been ordered and are stored at Hanley Court – residents can collect as and when required. **It was resolved for the clerk to purchase tarpaulin to cover the bags.**

One scheme from the drainage grant application has been approved so far. Awaiting further information from Herefordshire Council.

Planning Decisions – FOR INFORMATION ONLY

P252873/V - Unit 5a Gooses Foot Industrial Estate Kingstone Hereford Herefordshire HR2 9HY Application for a Lawful Development Certificate for a change of use from Class B2 (general industrial) to Class B8 (storage or distribution) Certificate of Lawfulness (CLOPD) - **(Undecided)**

P252483/FH - 47 Whitehouse Drive Kingstone Hereford Herefordshire HR2 9ER - Proposed porch.
Determination Made (Approved with Conditions)

P252375/FH - Belle Vue Kingstone Hereford Herefordshire HR2 9HF - Proposed alterations and conversion of garage to residential living area - **Determination Made (Approved with Conditions)**

5.2 Verbal Reports

(5.2.1) Local Policing: Not present. Councillors requested a written report of any incidents that occur if police are unable to attend a meeting. The clerk advised that there is a link to receive updates as well and will circulate to members.

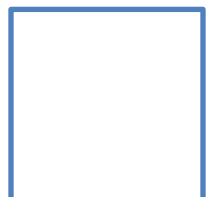
(5.2.2) Ward Councillor: Reported on 106 funding and the costs involved in the planning of projects. There is a change of management company at the Lagan Homes Development and a meeting to discuss verges, trees and hedge cutting has been requested. Rates will increase.

7:15pm Councillor Paula Rawbone gave apologies and left the meeting for personal reasons. Cllr Rea provided updates on items 5.2.3 & 5.2.7 in the absence of Cllr Rawbone.

(5.2.3) Village Hall: The hall will vote on free hall hire for the parish council.

(5.2.7) Kingstone Food Share: The food share is still going well and numbers were up from last month.

(5.2.4) Sports Association: Aiden Baldwin reported that his wife, Becky, is now the assistant chair. The old football goals have been removed and disposed of due to being in poor condition. Maintenance days have taken place. The ditch had been dredged. The new mobile goals are in and fantastic



feedback has been received. There had been some vandalism of the children's play equipment. An assault between minors had taken place and is now being dealt with by police. The wooden play equipment is to be repaired, and the association are planning an event for next year, they are keen for help from parish council members. The parish council confirmed that willing volunteers will be available.

(5.2.5) Bike Track: A litter pick had taken place. Cllr Warrillow advised that a last cut before winter is required. Clerk to request this from Doug Addis.

(5.2.6) Allotments: Nothing to report.

(5.2.8) Litter Picking: Nine adults and three children had attended and collected 6 bags of rubbish. Next litter pick will be held on Sunday 7th December 2025.

6. Financial Reports and Policy

6.1 Payments: It was resolved to approve all payments listed for November which had been circulated to members. See appendix 1. All invoices to be signed by signatories at the end of the meeting.

6.2 Bank balances and reconciliations for the current and savings accounts until the end of September were noted and bank statements were signed by signatories. See appendix 2. It was resolved for the clerk to move £15,000 from the current account into the savings account.

6.3 Proposed draft budget the finance working group had met and drafted a proposed budget which was presented to members. It was noted that this will be considered for adoption at the December meeting. Clerk to make the report available on the website.

7. Planning

7.1 Application Ref: 252810 - Land at Green Court Farm, Kingstone, Herefordshire, HR2 9EZ - Erection of three dwellings and associated works, including: demolition of existing farm buildings, access works, installation of drainage infrastructure and landscaping. It was noted that correspondence had been received from a resident copying in the objection they had submitted to Herefordshire Council as per item 5.1. Following discussion, it was resolved that the Parish Council could neither support nor object to the application at this stage but would submit a general comment referring the planning officer to any public objections received. Councillors noted that the concerns raised appeared valid and related to drainage, potential noise, and loss of privacy, all of which are material planning considerations that should be carefully assessed as part of the determination.

8. Highways & Environment

8.1 Lengthsman: A drainage day had been completed. Drains and gulleys had been cleared and strimmed. It was noted that a gully cart from BBLP had also completed work along the Barrow Common road on the same day but not in connection with the parish council. A road sweeper has been booked for Tuesday 25th November 2025 and the clerk is requesting assistance from the primary for a letter drop to residents on Green Lane. It was noted that ditching works had been completed by a local farmer. The chairman requested updates on the lengthsman WhatsApp group. It was noted that a report from WSP had not yet been received - clerk to follow up and the chairman asked if the Ward Cllr could also establish if a report has been done. The FPO advised that ditching works had also been carried out near Coldstone Common by the residents.

8.2 Footpaths: New safety footwear is required, it was resolved for the PFO to obtain boots from Herefordshire Industrial supplies. It was noted that several overgrown trees obstructing



11 streetlights near Cottons Meadow had been reported but only 2 cleared. The remainder have been re-reported. It was noted by the chairman that the area of tress and shrubs has still not been maintained, and the clerk reminded the parish council that the previous locality steward had inspected and not deemed any to be a danger. It was resolved to obtain a quotation from the lengthsman to carry out the necessary works.

8.3 Highway/Public Rights Of Way (PROW) Issues: It was noted that a PROW grant application has been drafted based on the PFO’s wish list. It was resolved by a unanimous vote for the clerk to submit the grant application in liaison with the lengthsman and PFO.

8.4 s.106 Update: It was noted that the detailed design has been approved by highways and there was a query over the resurfacing of roads. The clerk was instructed to establish what monies have been spent to date on the design plans and how much of the s.106 funds remain.

8.5 Flood Planning: Cllr Dunsmuir advised that she had done a walk around the parish following the recent rainfall and was pleased to report that the roads were all clear. The road closure training for Barrow Common residents had been cancelled and a new date will be arranged. Cllr Dunsmuir is keen to carry out the training in a personal capacity and is looking for additional volunteers. The clerk advised that a response from the Flood Team had been received in relation to a Parish Flood Plan and all responsibilities in relation to insurance, training, equipment, risk assessments etc. would remain with the parish council. It was resolved for the clerk to investigate the costs involved.

8.6 Grass Cutting requirements Following the finance working group meeting it was noted that a review of the grass cutting areas is required and it was resolved for the clerk and vice-chairman to meet with the contractor.

8.7 Oak Tree behind Whitehouse Drive It was noted that the tree requires inspection and the fencing surround may need repair. It was resolved for the lengthsman to investigate and carry out the necessary works.

8.8 Bulb Planting: The planting locations were noted. Clerk to update the cultivation licenses.

8.9 Sakura Cherry Tree Project: Item deferred.

8.10 Stone on the Triangle near the Church It was resolved by a unanimous vote to proceed with getting a large central stone on the triangle. Cllr Warrilow will investigate the details and prices and report back to members.

10. Training No updates.

11. Village Christmas

It was noted that the tree had been ordered, along with additional decorations. The tree will arrive on the 29th and a machine has been arranged to erect the tree on the 30th November.

12. Items for Next Agenda None raised.

13. Date of Next Meeting

The next meeting will be held on Wednesday 3rd December 2025 at 7.00pm in Kingstone Village Hall.

MEETING CLOSED AT 8:10PM.

Signed: (Chairman)

Date:

Appendix 1

| Date: 13/11/2025 | | Kingstone & Thruxton Parish Council | | Page 1 | |
|---|--------------------------------|-------------------------------------|--------------------|-----------------------|--------------------------------|
| Time: 10:12 | | Unity Current A/c | | | |
| List of Payments made between 01/11/2025 and 30/11/2025 | | | | | |
| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
| 05/11/2025 | Lisa Lewis | BACS | 749.58 | | Salary - November |
| 05/11/2025 | Kingstone Village Hall | BACS | 16.00 | | Food Share - Hall Hire Oct |
| 05/11/2025 | MJH Contracting | BACS | 560.00 | | October - Lengthsman Days |
| 05/11/2025 | Country Flavours Ltd | BACS | 18.25 | | Eggs - Foodshare 1035029 |
| 05/11/2025 | Kingstone Food & Wine | BACS | 31.16 | | Foodshare Supplies |
| 05/11/2025 | Hereford Industrial Supply Co. | BACS | 22.68 | | Allotments supplies |
| 05/11/2025 | Paula Rawbone | BACS | 12.00 | | Reimbursement - bulb planting |
| 29/11/2025 | Nest Pension Contributions | DD | 61.72 | | Pension Contributions - Novemb |
| Total Payments | | | <u>1,471.39</u> | | |

Appendix 2

| Date: 29/10/2025 | | Kingstone & Thruxton Parish Council | | Page 1 | |
|--|-----------------------|--|------------------|------------------------------------|------------------|
| Time: 07:25 | | Bank Reconciliation Statement as at 30/09/2025 for Cashbook 4 - Unity Savings A/c | | User: LISA | |
| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page</u> | <u>Balances</u> | | |
| Unity Savings Account | 30/09/2025 | | 33,580.81 | | |
| | | | <u>33,580.81</u> | | |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | | | |
| | | 0.00 | | | |
| | | | <u>0.00</u> | | |
| | | | 33,580.81 | | |
| <u>Unpresented Receipts (Plus)</u> | | | | | |
| | | 0.00 | | | |
| | | | <u>0.00</u> | | |
| | | | 33,580.81 | | |
| | | | | Balance per Cash Book is :- | 33,580.81 |
| | | | | Difference is :- | 0.00 |

Date: 23/10/2025

Kingstone & Thruxton Parish Council

Page 1

Time: 13:37

**Bank Reconciliation Statement as at 30/09/2025
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 | 30/09/2025 | | 31,757.76 |
| | | | <u>31,757.76</u> |
| <u>Unpresented Payments (Minus)</u> | | <u>Amount</u> | |
| | | 0.00 | <u>0.00</u> |
| | | | 31,757.76 |
| <u>Unpresented Receipts (Plus)</u> | | | <u>0.00</u> |
| | | 0.00 | 31,757.76 |
| | | | <u>31,757.76</u> |
| | | Balance per Cash Book is :- | 31,757.76 |
| | | Difference is :- | 0.00 |

DRAFT