

KINGSTONE & THRUXTON GROUP PARISH COUNCIL

Minutes of the meeting of Kingstone and Thrupton Group Parish Council held on Wednesday 3rd December 2025 at 7.00pm in Kingstone Village Hall, Green Lane, Kingstone, Hereford.

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

In attendance: Lisa Lewis (Parish Clerk), Aiden Baldwin (Sports Association), Matt Heeley (Lengthsman), Paul Neate (Footpaths Officer) and Richard Thomas (Ward Councillor – From 7:05pm).

Also present: One member of the public

1. Apologies

Apologies were received and accepted from Cllrs Pugh and Richards. Cllr Lexi Richards-Powell not present.

2. Declarations of Interest

Cllrs were reminded to declare any interests. None recorded.

3. Minutes of Previous Meeting

It was resolved that the minutes of the meeting held on Wednesday 5th November 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:-

- Members were reminded that any contact made to external organisations should go through the Clerk or be agreed by the Council to avoid confusion.
- BBLP weekly updates circulated. **It was noted that the Locality Steward had been cleaning signage, clerk to check if the sign opposite the Bull Ring Inn has been cleaned.**
- Email received from a resident at Coldstone Common regarding the ditch and culvert that has previously been discussed. They remain very concerned about it. The parish council will speak with the Ward Councillor.
- Email received from a member of the public regarding Tracking the News updates, Precept/Reserves and 106 traffic calming plans. The clerk directed them to the website where all information can be obtained and invited the resident to attend a meeting.



Updates:-

- Additional sandbags purchased to ensure enough in place for the village.

Planning Decisions – FOR INFORMATION ONLY

P251957/F - 3 Mill Common Cottages Cottons Meadow Kingstone Hereford Herefordshire HR2 9HU - Proposed change of use to provide ancillary accommodation to 3 Mill Common Cottage and a new access gate to an existing storage area for residential use (part retrospective) - Determination Made (Refused)

5.2 Verbal Reports

(5.2.1) Local Policing: PCSO Hayley Warne advised that staffing numbers had been reduced and their hours have been limited. They had been looking into the report of criminal damage at the Seven Site and have asked for witnesses. There have been several break-ins to Churches in the local area, smartwater kits are available for churches. This can be extended to the rest of the village, subject to a small cost. The Vice-Chairman requested further details. The Newsletter is up and running again and has been distributed. There is a PC committed solely to targeting poaching crimes. Please continue to report any incidents. They cannot attend all monthly meetings, but please continue to forward any issues directly to them and they will follow up.

(5.2.2) Ward Councillor: Reported on attendance at an Emergency Planning meeting and advised that the clerk should hold a list of vulnerable persons. Clerk will establish requirements. He had also attended a Planning enforcement meeting. The Vice-Chairman queried whether he had any further information on the drainage at Coldstone Common. It was agreed that the Ward Councillor will speak with the landowner to establish if they will clear the ditch and culvert.

(5.2.3) Village Hall: A table top sale raised £458 and was very well attended. New curtains have been installed. Bingo is being held next Friday 12th December to raise further funds. Quotes for the outside space are being reviewed due to a change required with the exterior gates.

(5.2.4) Sports Association: Drainage pipes had been purchased and the area between the field and the Kingstone Grange had been rodded. An incident of vandalism had been reported to the police, who are now dealing with it. Numerous complaints received over the amount of dog fouling on the field, it had been addressed on social media and further measures will be considered. The Sports Association will consider the Sakura Cherry Trees if the clerk could forward further information.

(5.2.5) Bike Track: A further cut had taken place in November.

(5.2.6) Allotments: Nothing to report. It was noted that all plots are currently taken.

(5.2.7) Kingstone Food Share: Still well attended.

(5.2.8) Litter Picking: The last litter pick for this year will take place on Sunday 7th December 2025.

6. Financial Reports and Policy

6.1 Payments: It was resolved to approve all payments listed for December which had been circulated to members prior to the meeting. 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 account until the end of October was noted and bank statements were signed by signatories. See appendix 2.

6.3 Proposed draft budget the draft budget for 2026/27 was considered and it was resolved by a unanimous vote to adopt the budget as presented.



6.4 Precept Request The parish council considered the precept request for 2026-2027 fiscal year, as calculated based on the adopted budget. It was **RESOLVED** by a unanimous vote to request a precept of £37,124. Clerk to submit the request.

7. Planning

7.1 Application Ref: 253246 - 42 Whitehouse Drive, Kingstone, Hereford, Herefordshire HR2 9ER - First floor extension and internal alterations. The council considered the application and it was resolved to support the application with no comments to make.

8. Highways & Environment

8.1 Lengthsman: A village sweep was completed with the areas around Green Lane, Cottons Meadow and the primary school cleared. He had also cleared and scraped the footway on Dean's Pool and the edge of Cotton's Meadow. He will contact the Locality Steward to arrange to inspect the tree area that needs clearing. Next sweep to be arranged for Coldstone Cross sometime in February, letter drop will also be required. The area around the triangle at Gooses Foot also needs kerb edge clearance. The culvert and ditching at Coldstone Common was discussed, it was noted that to quote the works would need written landowner permissions, access into the adjacent BT site to review the entire works – it was agreed that initially the Ward Councillor will go back to the landowner as noted in item 5.2.2. The chairman thanked the lengthsman for his excellent work.

8.2 Footpaths: The self-propelled strimmer had been ordered in liaison with the clerk following approval at the previous meeting. He had cleared several dog poo bags from trees. It was noted that food waste had been left on a footpath behind Cotton's Meadow and he had reported to the PROW team at Herefordshire Council. It was resolved to instruct the clerk to write to Environmental Health regarding the issue. The chairman thanked the PFO for his continued hard work.

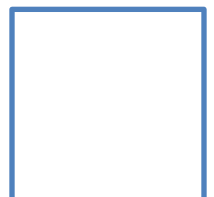
8.3 Highway/Public Rights Of Way (PROW) Issues: A hedge at a property on the corner of Green Lane is encroaching onto the footway, it was resolved for the clerk to write to Connexus regarding the issue. The drainage grant had been received, and it was noted that the parish had been allocated £2,263.90 for ditching works, in addition to the minor scheme at Thruxton already approved and it was confirmed for the clerk to sign the variation agreement. It was noted that a ditch adjacent to the sports field on the C1221 requires clearing, the lengthsman confirmed he will investigate.

8.4 s.106 Update: The resurfacing/repair of current road surfaces is being scoped. Further updates to follow.

8.5 Flood Planning: It was noted that Barrow Common was unaffected by the recent rain. Road closure training will take place; any volunteers are welcome.

8.6 Sakura Cherry Tree Project: It was noted that the Ward Councillor is still awaiting a meeting with Lagan Homes/management company to discuss the replacement of dead trees at Kingstone Grange. It was noted that the Sports Association will consider the trees and the clerk is sending information.

8.7 Stone on the Triangle near the Church It was noted that there are some old stones that were moved when Octavia Place was built and there may be a possibility of utilising these. Cllr Knight will investigate further for the next meeting. There were suggestions of fixing a silhouette to the stone. It was noted that these can be vandalised.



8.8 Application for Community Defibrillators – A report including draft costings had been circulated by the clerk, it was noted that full installation costs are currently unknown. It was resolved for the clerk to proceed to submit an application for 2 defibrillators from the British Heart Foundation to be positioned in Thruxton and Kingstone.

9. Training

9.1 The clerk's bursary award was noted. The council noted that there will be additional costs for the remainder of the course fees and study days which are to be shared 50% with the Clerk's other employer. The council noted that these costs had been included in the budget and there was a unanimous vote to approve the additional costs of the course and study days over a 2-year period.

10. Village Christmas

It was noted that the tree delivery had been delayed but it will arrive on Friday ready for installation on Saturday morning. The switch-on takes place on Saturday 6th December and the Vicar has kindly agreed to switch on the lights.

11. Items for Next Agenda None raised.

12. Date of Next Meeting

The next meeting will be held on Wednesday 4th February 2026 at 7.00pm in Kingstone Village Hall. (No meeting in January).

MEETING CLOSED AT 7:57PM.

Signed: (Chairman)

Date:

Appendix 1

Date: 09/12/2025

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Time: 13:17

Unity Current A/c**List of Payments made between 01/12/2025 and 31/12/2025**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/12/2025	Lisa Lewis	BACS	749.58		Salary - December
03/12/2025	JM Langford & Son	BACS	300.00		JM Langford & Son
03/12/2025	Country Flavours Ltd	BACS	18.25		Eggs - Food Share
03/12/2025	Starboard Systems Ltd	BACS	14.40		Accounting Software
03/12/2025	Society of Local Council Clerk	BACS	200.00		Level 4 CG Deposit
03/12/2025	Kingstone Village Hall	BACS	16.00		Hall Hire - Food Share Nov,
03/12/2025	Country Flavours Ltd	BACS	54.75		Eggs - Food Share
03/12/2025	Doug Addis	BACS	1,600.00		Mowing April - Nov & B-Track
03/12/2025	MJH Contracting	BACS	800.00		Lengthsman Maint - November
03/12/2025	Lisa Lewis	BACS	84.99		Reimbursement of Office 365 Sub
03/12/2025	T&T Plant Hire Ltd	BACS	714.00		Road Sweeping
03/12/2025	Hereford Industrial Supply Co.	BACS	153.55		PROW & Sandbag Protection
19/12/2025	Nest Pension Contributions	DD	61.72		Pension Contributions December

Total Payments	<u>4,767.24</u>
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Appendix 2

Date: 26/11/2025

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Time: 15:51

**Bank Reconciliation Statement as at 31/10/2025
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	31/10/2025		31,111.34
			<u>31,111.34</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			31,111.34
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			31,111.34
		Balance per Cash Book is :-	31,111.34
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date