

# KINGSTONE & THRUXTON GROUP PARISH COUNCIL

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Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 2<sup>nd</sup> July 2025

At 19.00 in Kingstone Village Hall, Green Lane, Kingstone, Hereford

## **Present:**

Cllr Colin Pugh (Chairman), Cllr Colin Warrillow (Vice Chairman), Cllr David Bailey, Cllr Colin Knight, Cllr Denise Lloyd, Cllr Paula Rawbone, Cllr David Rea,

**In attendance:** Lisa Lewis (Parish Clerk), Ward Cllr Richard Thomas, Matt Heeley (Lengthsman), Steve Madison (Sports Association), Paul Neate (Footpaths Officer), and three members of the public were present.

The meeting was opened at 7.00pm.

## **1. Apologies for Absence**

Apologies were received and accepted from Cllr Leah Dunsmuir, Cllr Neil Howard and Cllr Christina Richards.

## **2. Declarations of Interest**

None declared.

## **3. Minutes**

It was **RESOLVED** to adopt the minutes of the ordinary meeting held on Wednesday 4<sup>th</sup> June 2025 as a true record and they were signed by the chairman.

## **4. Public Participation**

Open session – No issues were raised.

### **4.1 Clerk's Report & Correspondence**

#### **Correspondence:-**

- Thank you card received from Kingstone Charitable Surgery Trust's chair William Flemming to thank the Parish Council for their kind donation. The card was passed around at the meeting.
- Lengthsman Contract for 2025/26 period to enable the Parish Council to access funding has been received. To be agreed and signed at the meeting. It was **RESOLVED** by a unanimous vote to continue with the Lengthsman Scheme for 2025/26 and the document was signed by the chairman and the clerk.
- HALC – NDP Updates circulated.
- HALC – Information Corner and other documents circulated.

- SNT Newsletter from May circulated.

### Updates

- Fallen Tree Branch and overhanging tree on the junction of the C1221 & B4349 (Dews Corner) reported for inspection. Balfour Beatty Ref: 11187338
- Pothole on the C1221 near church reported.
- Clerk has contacted First Port again in relation to the hedge and grass cutting on the C1221 – no response received. The Ward Cllr is passing this to BBLP.
- NDP end of grant report completed and returned. An unspent amount of £157.41 had been returned.
- All necessary documents in respect of the AGAR returned to PKF Littlejohn – confirmation email of receipt received. Outcome of audit to be advised in due course.

### Planning Decisions – FOR INFORMATION ONLY

P251365/PA1 - Church Nook Kingstone Hereford Herefordshire HR2 9ET

Proposed single storey rear extensions & alterations. The extension will extend beyond the rear wall of the original dwelling by 4.8 metres. The maximum height of the extension will be 4.0 metres and the height at the eaves of the extension will be 2.3 metres. **Determination Made (Prior Approval Not Required)**

## **5. Brief Reports (as available)**

**Police** – not present

**Ward Cllr Richard Thomas** – reported on the following:-

- Herefordshire Council's Finances following a meeting
  - Overspends in Children's Services and Adult Social Care
  - Flooding – there is now a dedicated officer and he should have more updates soon.
- Coldstone Common Flooding – It was noted that the parish council do not have the funds to deal with the issues and the chairman asked what Herefordshire Council can do. It was RESOLVED for the clerk to arrange a meeting for the chairman, ward cllr and Lengthsman to meet with the Locality Steward.

**Lengthsman** – Public Rights of Way grant work has been completed this month in the parish.

**Village Hall** – Lots of bookings. A bingo night was held in the hall and raised £300.

**Sports Association** – Police have banned the individuals responsible for damaging the bench from entering the Sports Field. Should parents wish to accompany these children on site in future, they will need to submit a formal written request for permission.

The planning application for the tractor storage shed has been granted with conditions related to biodiversity.

The AGM was held on Sunday 1<sup>st</sup> July, it was noted that Steve Madison has stepped down as chairman due to personal reasons. It was noted that there were no nominations for the role, as a result the Committee is currently without a chairman. The position will be advertised in due course and further updates to follow. The vice-chairman acknowledged Steve's commitment to the Sports Association of over 20 years. In light of the charity's constitution, which allows for the Sports Field to revert to Parish Council responsibility if necessary, the Clerk strongly advised that the Parish Council seek legal advice prior to any such transfer of responsibility.

**Footpaths** – Paul had reported two fallen tree branches, one on the KS26 and one on the Sports Field, both have now been cleared. He thanked Doug and Richard for the quick removal of the tree on the Sports Field. KS25 cleared again and the top of Cooks Lane had also been cut. KS2 – five kissing gates had been cut. The smallholding have cleared the other end and Paul has cut down to the stream. The Footpath Inspector at Herefordshire Council had been in touch and Paul will arrange a meeting with her.

**Bike Track** – Nothing to report.

**Allotments** – no updates to report. A Committee meeting had taken place prior to the Parish Council meeting.

**Food Share** – June's Foodshare had taken place and there were a few new attendees. Cllr Rawbone requested the Parish Council consider opening a Booker's Account with a card in her name to enable her to purchase supplies for the food share from the lottery grant money. It was **RESOLVED** by a unanimous vote to proceed with opening an account – clerk to arrange.

**Litter Picking** – New posters have been displayed. The next Litter Pick is on Sunday 6<sup>th</sup> July.

## 6. Finance & Policy

6.1 The payments list for July was approved, and invoices were duly signed by the authorised signatories. The payment for the laptop, made under delegated authority between meetings, was retrospectively approved. *See Appendix 1.*

6.2 The Bank balances and reconciliation for the end of May 2025 were noted and Bank statements were signed by authorised signatories. Receipts were noted. Reserves to be confirmed at the next meeting.

6.3 Parish Charter – deferred.

## 7. Planning and NDP

7.1 Planning Applications submitted to Herefordshire Council– **222624** - Land North of the Lodge, Kingstone, Hereford, HR2 9HN - Outline application for the proposed construction of buildings for B2, E(g)(i) and E(g)(ii) uses including associated infrastructure and alterations to access which would include provision of footway. **The parish council considered the application and Councillors unanimously objected to planning application. Although the site lies just outside the parish boundary, access is via Kingstone and the development borders local residences. Concerns included: conflict with the NDP, lack of need due to vacant units at the Dean Pool site, increased traffic at a known accident hotspot, unclear road maintenance responsibilities, and adverse impact on residential amenity.**

9.2 NDP – It was noted that funding from the government had been withdrawn. The information received from HALC was noted and the following motion was passed:-

Kingstone and Thruxton Group Parish Council acknowledges that:

- Neighbourhood planning empowers local communities to shape the development and growth of their areas through the creation of Neighbourhood Plans.
- The preparation of Neighbourhood Plans requires significant time, expertise, and financial resources, often placing a burden on parish and town councils.
- Neighbourhood Plans contribute to more democratic, locally-informed planning decisions and support the delivery of sustainable development aligned with community needs and aspirations.

Therefore it is Resolved to -

1. Call upon His Majesty's Government to provide increased and sustained funding to support the development, review, and implementation of Neighbourhood Plans.
2. Request that the Government ensures funding is accessible to all communities, to promote inclusivity and fairness in the planning process.
3. Write to Jesse Norman and the Secretary of State for Housing, Communities, and Local Government to communicate this resolution and advocate for enhanced support for neighbourhood planning

## 8. Highways and Environment

8.1 Highways and Public Rights of Way – It was noted that there is a road closure outside Kingstone Grange for 4 weeks from the end of July. The local shop keeper had raised concerns about the number of road closures outside the shop and public house which is affecting their businesses. This was raised to the Ward Cllr.

8.2 There was a unanimous vote to delegate submission of the drainage and PROW grant applications to the clerk to be completed in liaison with the chairman and Lengthsman.

8.3 Diversion of the KS31 – it was noted that the proposed diversion of footpath KS31 would result in the route falling outside of the Kingstone Parish boundary. As such, provision should be made for the path to be reclassified as a Clehonger path, with the definitive path number updated accordingly. The Clerk was instructed to respond to the letter.

8.4 Coldstone Common Flooding – this was covered above under item 5.

8.5 Traffic Calming Plans – no updates received, the clerk confirmed that an email had been sent to highways requesting an update. It was **RESOLVED** for the clerk to continue to follow up.

8.6 Equipment for older children – defer, Cllr Richards-Powell not present.

8.7 Bulb Planting in the Village - It was **RESOLVED** to purchase Bluebells and Daffodils for village planting, up to a maximum budget of £200. The Clerk advised that cultivation licences will be required and requested that any proposed new planting locations be submitted to her for approval by Herefordshire Council. The chairman confirmed he is happy to organise the planting.

8.8 Village Gateways – adoption of a parish picture was considered and it was **RESOLVED** for the clerk to contact the s.106 team to establish if this is a possibility.

## 9. Training

The Hearstart Training Session had been cancelled due to lack of interest.

## 10. Items for Next Agenda

- Sakura Cherry Tree Project

## 11. Date of Next Meeting

Wednesday 3<sup>rd</sup> September 2025. It was noted that no meeting takes place in August.

**The meeting closed at 7:57pm.**

Signed..... Date.....

## Appendix 1

Date: 03/07/2025

Kingstone & Thruxton Parish Council

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Time: 11:15

Unity Current A/c

List of Payments made between 01/07/2025 and 31/07/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/07/2025	Lisa Lewis	BACS	713.51		July Salary
02/07/2025	Nest Pension Contributions	DD	58.40		July Pension Contributions
02/07/2025	MJH Contracting	BACS	1,415.00		PROW Work
02/07/2025	Unity Bank	DD	6.00		Bank Fees
02/07/2025	Kingstone Sports Association	BACS	2,500.00		Annual Donation/Grant
02/07/2025	Hereford Association of Local	BACS	330.00		Inhouse Training April
02/07/2025	Doug Addis	BACS	200.00		Bike Track Strimming June
02/07/2025	Country Flavours Ltd	BACS	18.25		Eggs Fodshare July
02/07/2025	Kingstone Village Hall	BACS	40.00		Food Share - Hall Hire
Total Payments			5,281.16		

## Appendix 2

Date: 26/06/2025

Kingstone & Thruxton Parish Council

Page 1

Time: 18:11

Bank Reconciliation Statement as at 31/05/2025  
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	31/05/2025		33,184.96
			<u>33,184.96</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			33,184.96
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			33,184.96
		Balance per Cash Book is :-	33,184.96
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

Date: 26/06/2025

Kingstone &amp; Thruxton Parish Council

Page 1

Time: 18:07

**Bank Reconciliation Statement as at 31/05/2025  
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	31/05/2025		14,157.71
			<u>14,157.71</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			14,157.71
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			14,157.71
		<b>Balance per Cash Book is :-</b>	<b>14,157.71</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....