

Parish Clerk: Lisa Lewis ~ 07971943934
clerk@kingstoneandthruxtongroup-pc.gov.uk
www.kingstoneandthruxtongroup-pc.gov.uk

KINGSTONE & THRUXTON GROUP PARISH COUNCIL

Minutes of an ordinary meeting of the parish council held on Wednesday 5th March 2025
 At 19.00 in Kingstone Village Hall, Green Lane, Kingstone, Hereford

Present:

Cllr David Bailey, Cllr Leah Dunsmuir, Cllr Neil Howard, Cllr Colin Knight, Cllr Colin Pugh (Chairman), Cllr David Rea, Cllr Lexi Richards-Powell and Cllr Colin Warrillow (Vice-chairman)

In attendance:

Lisa Lewis (Parish Clerk), Ward Cllr Richard Thomas, Matt Heeley (Lengthsman), Steven Madison (Sports Association), Paul Neate (PFO) and one member of the public.

Agenda Ref	Minutes
1.	Apologies for absence:- were received from Cllr Denise Lloyd, Cllr Paula Rawbone and Cllr Christina Richards.
2.	Co-option – the clerk advised that no applications had been received.
3.	To receive declarations of interest & written requests for dispensation None declared.
4.	Approval of minutes and sign from the parish council meeting held on Wednesday 4 th February 2025. It was RESOLVED to adopt the minutes as a true record, and they were duly signed by the chairman.
5.	<p>Members of the Public made comments on the following points:-</p> <ul style="list-style-type: none"> Request for replacement road signs for 'Barrow Common' and a 30mph opposite the Bull Ring Inn to be reinstalled. Clerk to report to Herefordshire Council. <p>Clerk's Report</p> <p>Correspondence:-</p> <p>Email from a resident regarding flooding at Coldstone Common. Clerk to arrange a meeting with Lengthsman, Chairman, Ward Councillor and resident.</p> <p>Email circulated about the Parish Summit on 8th April 5:30-9pm.</p> <p>HealthWatch Herefordshire – Free training March 3rd 10am-1pm in Ross.</p> <p>Updates</p> <p>As per Action Log.</p> <p>FS-Case-691275859 – Pothole outside Doctors Surgery Reported 27.02.25.</p> <p>Planning Decisions – FOR INFORMATION ONLY</p> <p>P243029/FH - Lowfield Cottage Kingstone Hereford Herefordshire HR2 9HP - Propose single storey extension and garage. Determination Made (Approved with Conditions)</p>
5.2	Action Log – Reviewed and outstanding actions noted. All completed actions to be archived.
6.	Verbal Reports
6.1	Local Policing Team Not Present.
6.2	<p>Ward Cllr Reported on the following subjects:-</p> <ul style="list-style-type: none"> Rates are increasing Children's Services Potholes and £9 million made available for repairs Parish Summit to take place. Herefordshire Council are requesting parishes set the agenda. S.106 (Consultant leaving in May) Flooding and drainage at Coldstone Common. The Ward Cllr will attend a site visit with the Parish Council and Lengthsman. Clerk to forward relevant information.

<p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p> <p>6.7</p> <p>6.8</p> <p>6.9</p> <p>6.10</p>	<p>Lengthsman:-</p> <ul style="list-style-type: none"> • 2 days ditching/drainage works had been carried out in Barrow Common. Some gulleys are blocked and will require jetting again in the summer and a ditch is to be cleared. <p>Village Hall Committee reported: Not present</p> <p>Sports Association Steve Madison reported:</p> <ul style="list-style-type: none"> • A maintenance day had taken place and trees/hedging had been planted. Trees adjacent to the road are to be cut back. • Two s.106 projects have been approved. Small Playground is awaiting a pre-site meeting to replace 3 items. A planning application has been submitted for a tractor store. • Car park is not being altered. <p>Parish Footpath Office (PFO) reported:-</p> <ul style="list-style-type: none"> • Cotton’s Meadow Trees were reported again but not dealt with so Paul has cut them himself. Debris needs clearing. It was unanimously agreed by the council to authorise a Lengthsman day to clear the cuttings. • Footpaths at Thrupton walked and no issues to report. <p>Bike Track: Cllr Warrillow had walked the track and no issues to report. First cut needed before the Easter School holidays, clerk to contact Doug Addis and request this.</p> <p>S.106 Money: Cllr Warrillow advised a pre-site meeting had taken place regarding the path across the land behind Whitehouse Drive and the path had been approved by Herefordshire Council with work due to commence shortly.</p> <p>Allotments – No updates. Allotment meeting to take place next month.</p> <p>Food Share – it was noted that the grant money had been used and it was RESOLVED by a unanimous vote for the clerk to proceed with other applications for any available grants.</p> <p>Litter Pick – Another successful litter pick took place with 7 volunteers attending and 6 bags of rubbish collected. A total of 60 bags collected since the project began. Cllr Dunsmuir requested the purchase of additional litter picking equipment and it was proposed that £100 be spent on personalised hi-vis vests and litter pickers. This was approved by a unanimous vote. Clerk to proceed to order and purchase items.</p>
<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p> <p>7.6</p>	<p>Financial Reports</p> <p>The payments list for March as shown in appendix 1 was Approved. All invoices to be signed by 2 signatories when next available due to their absence at the meeting. It was noted that £1,000 will need to be transferred from the savings account to cover the payments from the Unity current account.</p> <p>Banking - Bank balances and reconciliation for the Unity and Santander current accounts at the end of January 2024 were noted at £5,990.56 and £27,030.64 respectively. See Appendix 2. Bank statements to be signed by signatories when available.</p> <p>Santander Account Closure – the clerk advised that the parish council’s Business and Savings accounts with Santander have not yet been closed as Santander advise that the documents aren’t in accordance with the signing rules. A letter of complaint has been sent requesting an immediate resolve to close the accounts.</p> <p>The risk schedule was reviewed and councillors are satisfied with the internal controls. The schedule was adopted and signed by the chairman.</p> <p>The current reserves were reviewed and noted as follows:- Current year fund - £-2,254.64 (drainage grant and VAT refund to follow) General Reserves - £9,378.77 EMR – SIDS - £7,000 EMR – Village Gateways/Signs £12,700 EMR – Allotments - £-876.06 EMR – Kingstone Foodshare - £400.82 EMR – NDP - £1,160.43 Ringfenced – Kingstone Consolidated Charities - £5,941.54</p> <p>Donation request for Kingstone Surgery Charitable Trust – The Council considered a request for financial support from Kingstone Surgery Charitable Trust towards the purchase of an automatic dispensing machine. It was RESOLVED by a unanimous vote that a grant of £500 be awarded under Section 137 of the Local Government Act 1972, having determined that the expenditure is commensurate with the benefit to the community.</p>

8.	Planning
8.1	None received.
8.2	Neighbourhood Development Plan (NDP) – A meeting will take place on Wednesday 12 th March at 4pm with the planning consultant from Kirkwells. Cllr Leah Dunsmuir and the clerk will accompany the planning consultant on a village drive prior to the meeting. Updates will follow at the next meeting.
9.	Highways and Environmental Matters
9.1	No new issues to note in respect of Highways or public rights of way.
9.2	The Lengthsman contract for 2025/26 was considered and it was RESOLVED to continue with the current contractor.
9.3	Cllr Rawbone to ask the primary school if there is anything in particular the young hopefuls would like to do in the village.
10.	Training - Cllrs Howard and Richards attended Planning Training at HALC and advised it was very beneficial. A group in-house training session with HALC has been booked for all councillors and the clerk on Wednesday 23 rd April 2025 at 7pm.
11.	Annual Parish Meeting – it was agreed to hold an annual parish meeting on Wednesday 14 th May 2025 at 7pm in the parish hall. Ideas were discussed and it was decided to have a presentation of the parish council achievements, update on the NDP, possibly information on flooding / police / sports association. It was proposed and unanimously agreed to have a budget of £500. Clerk to make arrangements.
12.	Items for the next agenda <ul style="list-style-type: none"> • Annual Parish Meeting • Social Media • Equipment for older children
13.	It was noted that the date of the next Parish Council meeting is Wednesday 2 nd April 2025.
	Meeting closed at 20:10pm.

SIGNED.....

DATED.....

Appendix 1

Date: 27/02/2025	Kingstone & Thruxton Parish Council			Page 1	
Time: 14:22	Unity Current A/c				
List of Payments made between 01/03/2025 and 31/03/2025					
<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/03/2025	Lisa Lewis	BACS	744.31		Salary - March
05/03/2025	Nest Pension Contributions	BACS	58.40		March Contributions
05/03/2025	MJH Contracting	BACS	1,710.00		Lengthsman Day & Drainage
05/03/2025	Turnwater	BACS	900.00		Drainage Grant Work
05/03/2025	Country Flavours Ltd	BACS	18.25		Food Share - Eggs
10/03/2025	Ron Smith & Co	DD	179.84		Credit Card Statement - Serv
10/03/2025	CPRE	DD	60.00		Credit Card Statement - Subs
10/03/2025	Lloyds Bank Plc	DD	3.00		Monthly Service Fee
Total Payments			<u>3,673.80</u>		

Appendix 2

Date: 27/02/2025	Kingstone & Thruxton Parish Council		Page 1
Time: 15:18	Bank Reconciliation Statement as at 31/01/2025 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	31/01/2025		5,990.58
			<u>5,990.58</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
05/06/2024	BACS Kingstone Village Hall	24.00	
			<u>24.00</u>
			5,966.58
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,966.58
		Balance per Cash Book is :-	5,966.58
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 27/02/2025

Kingstone & Thruxton Parish Council

Page 1

Time: 15:09

Bank Reconciliation Statement as at 31/01/2025
for Cashbook 1 - Current Bank A/c

User: LISA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current A/C	31/01/2025		27,030.64
			<u>27,030.64</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			27,030.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			27,030.64
		Balance per Cash Book is :-	27,030.64
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

