

Kilpeck Parish Council

Minutes of an Ordinary Meeting of Kilpeck Parish Council held in The Kilpeck Village Hall on Tuesday 8th April 2025

No KPC/LL/212

Councillors Present

Councillor Mrs J Davies Chairman
Councillor Mr N Eynon
Councillor Mr D Howie
Councillor Mr R Probert
Councillor Mr G Statham
Councillor Mr D Thompson
Councillor Ms N Thompson

Also Present

Lisa Lewis (Clerk), Ward Councillor Richard Thomas

The Ordinary Meeting of the Parish Council was formally opened by the Chairman at 7.10pm

1.0 Apologies for Absence

Apologies were received from Councillor Mr Mark Parsons and Councillor Mr D Roden.

Cllr N. Eynon entered the meeting at 7:15pm.

2.0 Declarations of Interest & Dispensations

To receive any declarations of interest in agenda items from Councillors or written dispensation applications. None declared.

3.0 Minutes

The Minutes of the Ordinary Parish Council Meeting No **KPC/LL/211** held on Tuesday 11th March 2025 were unanimously confirmed as a true record and were signed by the Chairman.

4.0 Financial Matters

4.1 Receipts

Business Bank Instant – Savings Account
Interest Received 10/03/2025
Community Current Account
Complaint Resolved Goodwill Gesture

£ 25.50

£ 30.00

4.2 Invoices for Payment

Clerk's Salary April 2025
Mileage 28 miles at .45p
Tax £0 NIC £0

£624.71

£ 12.60

BACS

£637.31

Nest Pension Contributions (Employer & Employee)
By Direct Debit

£45.55

Kilpeck & District Village Hall Invoice No 153
8th April 2025

£25.00

BACS



Scribe (Starboard Systems Ltd)

Accounting Software Package

Direct Debit**£14.40 (inc. VAT £2.40)****D. Roden Construction & Plant Hire**

Outstanding Account for work carried out at the Village Hall

(Railings/Cycle/Disabled Bay)

£928.80 (inc. VAT £154.80)**Cheque 1192****Horton Services**

Mowing & Strimming Kilpeck Village Green (March)

£ 80.00**BACS**

It was **RESOLVED** by a unanimous vote to approve the payments listed above and agreed that the invoices would be paid by BACS this month if possible, invoices and cheque for D. Roden were signed by signatories.

4.3 Bank Balances as per statements

Bank Statement Date: 02.04.2025

Treasurers Account (current) closing balance 31st March 2025**£ 1,784.57**

Bank Statement Date: 02.04.2025

Business Bank Instant (savings) closing balance 31st March 2025**£33,265.28****Total****£35,049.85**

The above balances were noted and bank statements were checked and signed by Chairman.

4.4 To confirm set up of online banking

The clerk confirmed that access to online banking is now available for Cllrs Howie, Parsons and Statham.

Further details are required on a form when received from the bank for the chairman to enable online access.

It was **RESOLVED** to make the above payments except for D. Roden by BACS. Clerk to arrange.

4.5 Review of the Parish Emergency Plan

It was **RESOLVED** to set up a working group to review the plan made in 2008. The working group will consist of the Chairman and Vice-Chairman, Cllrs D. Howie, G. Statham, N. Thompson and the Clerk. A meeting is to be arranged and updates will be provided at future meetings. Clerk to circulate the current plan.

4.6 Transfer of Land Management for the Village Hall Field

Cllr Eynon has liaised with Balfours and confirmed that updates will follow.

4.7 Preliminary Annual Governance and Accountability Return (AGAR)

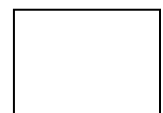
It was noted that the submission deadline is Tuesday 1st July 2025. The updated asset register for 2025 was noted and it was agreed to note the disposal of old noticeboards and a bin. The new noticeboards have been added, along with a laptop. It was noted that the Internal Auditor from last year is unavailable and therefore the clerk suggested the use of HALC's internal audit service at a fee of £275. Cllr D. Thompson proposed proceeding with HALC's services and this was seconded by Cllr Statham and unanimously agreed.

5.0 Public Question Time

Designated maximum period of **10 minutes** to accommodate members of the public who may wish to either raise issues or ask the Parish Council questions. **No members of the public were present.**

6.0 Highways & Public Rights of Way Issues**6.1 Lengthsman report**

No updates received.



6.2 To receive any new General Highway or Public Rights of Way issues

- A number of potholes in various locations, Kilpeck, Wormbridge and Much Dewchurch Road. Clerk to report and request a parish drive with the Locality Steward, chairman and clerk to attend.
- It was noted that a Pickup in Kilpeck parked on a corner is making it a danger to navigate the corner.
- White lines at Junction with Kilpeck and Much Dewchurch road, still appears dark. Clerk to report again.
- It was noted that Whitfield Estate have made improvements to the corner on the C1221 crossroads. It was noted that the grit bin opposite this junction has been replaced.
- Bins in layby on the A465 has still not been replaced, clerk to follow up.
- Footpath to be cleared, Cllr Eynon will ask lengthsman to clear.
- Noticeboard at Kilpeck Village Green to be installed as soon as possible along with the memorial bench.
- Clerk to follow up Kilpeck Speed Reduction request.

6.3 Locks Garage Traffic Management

It was noted that comments and information had been received from a member of the public and circulated to councillors. It was **RESOLVED** to await further information as any changes would involve several parishes.

Ward Cllr Richard Thomas entered the meeting at 7:45 pm.

7.0 Planning

7.1 Planning Consultation 250581 - Mill Garage, Tram Inn, Hereford, Herefordshire HR2 9AN - Proposed erection of steel portal frame building, concrete foundations and base, composite cladding to sides and roof, Upvc windows, steel doors. Foul treatment plant and storm soakaway (subject to engineers design). **It was RESOLVED to respond in support of the application with no comments or objections to make.**

7.2 Planning Consultation - 250691 - Two Brooks Barns, Two Brooks Lane, Marlas, Herefordshire, HR2 9DS (Part 3) Class Q - Prior Approval Prior notification for the conversion of an existing Dutch barn, and the lean-to barns attached to a dwelling. **It was RESOLVED to respond with a general comment requesting further clarification on the access arrangements and public rights of way for construction and in the future as a residential property.**

8.0 Reports

8.1 Kilpeck Village Hall

The hedging around the container has been cut. There will be a community breakfast in the hall on the 4th May 2025. Quiz night being held on the 19th April 2025.

8.2 Ward Councillor Mr Richard Thomas reported on the following items:-

- CQC Report on Adult Services to be undertaken.
- Waiting on central government for devolution.
- Further information on Planning to be received later in the year.
- Query regarding water quality in Brooks.

8.3 Police Representative - Not present. It was noted that items had been stolen from kilpeck Church.

9.0 Information Sheet

Correspondence

SNT Newsletter circulated.

Local Plan & NPPF information circulated.

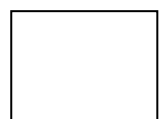
Police Charter

Parish Summit

Weekly Briefings from BBLP circulated.

Email received from Kilpeck Church confirming receipt of cheque and passing on thanks.

Emails circulated from a member of the public regarding highways at Locks Garage. (Agenda item 6.3).



Updates:

Village gate location map for Didley sent into the Traffic Management team. They have advised that they will carry out a site visit to determine appropriateness, visibility and verge widths, they will then let us know the next steps.

Mynwys Drainage – Email received from Highways dept.

Reported Defects:-

BBLP Ref: 11180689 – Damaged Grit Bin – Now replaced.

BBLP Ref: tbc – Unstable/undermined Road on the corner of the C1221 crossroads to camp and flooding.

BBLP Ref: 11174370 – Blocked drains on carriageway at Kilpeck Village hall

Planning for information only:-

None to note.

10.0 Agenda of the Next Meeting

Items to be included at the next Parish Council Meeting: None raised.

11.0 Date, Time and Venue of Next Meeting

11.1 The next Meeting will be the Annual Meeting of the Parish Council on **TUESDAY 13th May 2025** to be held in Kilpeck Village Hall and is due to commence immediately after the Annual Parish meeting which commences **at 7.00pm**

Meeting closed at 8:07pm.

Signed.....

Parish Council Chairman Councillor Mrs. Joyce Davies

Date 13th May 2025