

# Kilpeck Parish Council

**Minutes of an Ordinary Meeting of Kilpeck Parish Council  
held in The Kilpeck Village Hall on Tuesday 10<sup>th</sup> December 2024**

**No KPC/LL/208**

**Councillors Present**

Councillor Mrs J Davies Chairman  
 Councillor Mr M Parsons Vice-Chairman  
 Councillor Mr N Eynon  
 Councillor Mr D Howie  
 Councillor Mr D Thompson

**Also Present**

Lisa Lewis (Clerk), Ward Councillor Richard Thomas

The Ordinary Meeting of the Parish Council was formally opened by the Chairman at 7.00pm

**1.0 Apologies for Absence**

Apologies were received and accepted from Councillor Mr D Roden, Councillor Mr R Probert, Councillor Mr G Statham and Councillor Mrs N Thompson.

**2.0 Declarations of Interest & Dispensations**

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

**3.0 Minutes**

The Minutes of the Ordinary Parish Council Meeting No **KPC/LL/207** held on Tuesday 12<sup>th</sup> November 2024 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 11/11/2024

**£ 29.95**

**4.2 Invoices for Payment**

Clerk’s Salary December 2024

**£650.74**

Mileage 28 miles at .45p

**£ 12.60**

Tax £0 NIC £0

**Cheque 1173**

**£663.34**

Kilpeck & District Village Hall Invoice No 147

**£25.00**

10<sup>th</sup> December 2024

**Cheque 1174**

Mr. James Probert

**£210.00**

November Lengthsman Day Invoice JMP204

**Cheque 1175**

**Scribe (Starboard Systems Ltd)**

Accounting Software Package

**Direct Debit**

**£14.40**



It was **RESOLVED** by a unanimous vote to approve the payments listed above and the invoices were signed by signatories.

**4.3 Bank Balances** as per statements

Bank Statement Date: 04.12.2024

Treasurers Account (current) closing balance 30<sup>th</sup> November 2024 **£14,263.95**

Bank Statement Date: 09.12.2024

Business Bank Instant (savings) closing balance 30<sup>th</sup> November 2024 **£33,157.04**

**Total** **£47,420.99**

The above balances were noted and bank statements were checked and signed by Chairman and Vice-chairman. The clerk informed the council that PAYE is currently paid by cheque on a quarterly basis and recommended that a direct debit facility be implemented to ensure payments are taken automatically by HMRC as required. It was **RESOLVED** by a unanimous vote for the clerk to proceed with setting up a direct debit for PAYE.

**4.4 A Sickness/Absence Policy, Grievance Policy and Disciplinary Policy**

The clerk had drafted policies using the National Association of Local Councils (NALC) templates from Hereford Association of Local Councils (HALC). It was **RESOLVED** by a unanimous vote to adopt each of the policies.

**4.5 Draft Budget for 2025/26**

The draft budget for 2025-2026 was presented by the Finance Working Group following their recent meeting. The budget was considered by all councillors. Cllr Eynon proposed to adopt the budget, Cllr Howie seconded and it was agreed to unanimously adopt the budget as presented.

**4.6 Precept Request for 2025/26**

The Council considered the precept request for 2025-2026 fiscal year, as calculated based on the adopted budget. It was **RESOLVED** by a unanimous vote to request a precept of £21,000.

**5.0 Public Question Time**

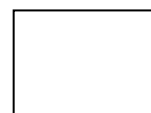
Designated maximum period of **10 minutes** to accommodate members of the public who may wish to either raise issues or ask the Parish Council questions. **No members of the public were present.**

**6.0 Highways & Public Rights of Way Issues**

**6.1 Lengthsman report:-** The lengthsman sent his apologies for not attending the meeting. He provided a quote of £2,100 to carry out drainage work on a specific local road. The council unanimously agreed to proceed with the works. Cllr Eynon will liaise with the lengthsman. Much Dewchurch drainage, Duffryn road markers, Minnows drainage and Marlas Mill/Pentwyn Common gulleys and culverts maintenance work required. Estimated time for completion: - 2 days.

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

- Overgrown bushes at Howton Grove Barn Development are obstructing visibility, Cllr Eynon will establish who the landowner is. This matter will be added to next agenda.
- Grove Park pavements need cleaning.
- White lines at Wormbridge church were done on the 1<sup>st</sup> December.
- A councillor raised concerns about lorries parking overnight in a pull-in opposite a layby on the A465, which is already full of lorries waiting to unload. This pull-in leads into a lane towards residential property and is obstructing visibility for vehicles entering the main A-road, creating a safety hazard. The Councillor proposed that the council explore measures to prevent lorries parking in this location, such as a Traffic Regulation Order (TRO) or other applicable restrictions. It was agreed to refer the matter to Herefordshire Council for advice and to request appropriate action to resolve the safety concern.



- A police Reference number has been obtained for the abandoned vehicle discussed last month.
- Potholes in Church Road, Kilpeck – approximately 18 potholes present. Clerk to report to Herefordshire Council.
- It was noted that the parish council have requested investigation of whitelines/double yellow lines outside of the telephone box housing the defibrillator. Ward Cllr to investigate further.

**6.3 A465 Didley** – Following a request from a member of the public at the last meeting regarding raising driver awareness of the Hamlet of Didley, a meeting has been arranged at the location for Councillors to meet with Highways and the Safer Roads team from West Mercia police on Wednesday 22<sup>nd</sup> January 2025.

**6.4 Speed Indicator Devices (SID's) maintenance** – a meeting took place with an engineer from Unipart on the 5<sup>th</sup> December 2024. The clerk successfully downloaded the data and will provide information at the next meeting. It was established that the laptop will connect to the devices from a safe distance without the need to cross the A465.

**6.5 Proposed 30mph speed limit through Kilpeck Village** – No updates received. The clerk had requested an update.

**6.6 Village Hall Sign** – It was proposed that a sign, with noticeboard underneath to advertise events should be placed on the A465 directing members of the public to the village hall. The Ward Cllr will establish if this location is acceptable. Add To next agenda.

**6.7 Drainage Grant Works** – Discussed under item 6.1 above.

## 7.0 Reports

### 7.1 Kilpeck Village Hall

The pantomime had taken place and had raised an estimated £3,000. Donations had been made to several charities. An extra performance was held this year making five in total, all were well attended.

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

- Devolution
- Planning Committees
- Children's Services Inspection – major improvement. Herefordshire now has seven directly employed social workers.

### 7.3 Police Representative

Not present.

## 8.0 Information Sheet

### Correspondence

BBLP Weekly Briefings

HALC Information Corner from November circulated 03.12.24

Herefordshire Council 2025/26 Budget Consultation email circulated 26.11.24

NALC Chief Executives meeting. Circulated 25.11.24

Hfd Children's Services – Ofsted letter and Children's Commissioner Report circulated 09.12.24

### Reported Defects:-

#### **Flooding on the carriageway at Pontrilas Sawmills.**

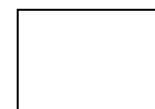
Herefordshire Council Ref:

FS-CASE-653598203

Balfour Beatty Ref:

11167750 – **Work was carried out on 28/11/2024**

**Meeting Dates:-** It was confirmed that meeting dates will remain on the 2<sup>nd</sup> Tuesday of each month throughout 2025, except for August where there is no meeting.



**9.0 Agenda of the Next Meeting**

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

**10.0 Date, Time and Venue of Next Meeting**

The next Meeting will be the Ordinary Meeting of the Parish Council on **Tuesday 14<sup>th</sup> January 2025** to be held in Kilpeck Village Hall and is due to commence **at 7.00pm**.

**Meeting closed at 8:15pm.**

Signed.....

Parish Council Chairman Councillor Mrs. Joyce Davies

Date 14<sup>th</sup> January 2024

DRAFT