

Kilpeck Parish Council

Minutes of an Ordinary Meeting of Kilpeck Parish Council held in The Kilpeck Village Hall on Tuesday 11th March 2025

No KPC/LL/211

Councillors Present

Councillor Mrs J Davies Chairman
Councillor Mr M Parsons Vice-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), Mr James Probert (Lengthsman), 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 from Councillor Mr D Roden.

2.0 Declarations of Interest & Dispensations

To receive any declarations of interest in agenda items from Councillors or written dispensation applications. Chairman Cllr Joyce Davies declared an interest in item 7.2, the interest book was signed by the chairman and the clerk.

3.0 Minutes

The Minutes of the Ordinary Parish Council Meeting No **KPC/LL/210** held on Tuesday 11th February 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 10/02/2025

£29.12

4.2 Invoices for Payment

Clerk's Salary January 2025

£599.11

Mileage 28 miles at .45p

£ 12.60

Tax £0 NIC £0

Cheque 1186

£611.71

Nest Pension Contributions (Employer & Employee)
By Direct Debit

As per contract

Kilpeck & District Village Hall Invoice No 152

£25.00

11th March 2025

Cheque 1187



Scribe (Starboard Systems Ltd)

Accounting Software Package

Direct Debit**£14.40 (inc. VAT £2.40)****Viking Direct**

Stamps and Stationery

Cheque 1188**£74.80 (inc. £5.38 VAT)****J.M. Probert**

Lengthsman Day (January)

£210.00

Drainage Grant (Ditching Works)

£2,500.00

Quote JMP013 previously agreed

£1,460.00

Cheque 1189**£4,170.00****Currys Group Limited**

Replacement Laptop and bag

BACS Payment**£816.98 (inc. £136.16 VAT)****Eynon Wormbridge**

Materials for Drainage Grant Works

Cheque 1190**£900.00****Kenderchurch Church**

Community Grant

Cheque 1191**£100.00**

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

4.3 Bank Balances as per statements

Bank Statement Date: 31.01.2025

Treasurers Account (current) closing balance 28th February 2025**£8,710.36**

Bank Statement Date: 28.02.2025

Business Bank Instant (savings) closing balance 28th February 2025**£33,239.78****Total****£41,980.14**

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

4.4 To consider a community grant to Kenderchurch Church

Cllrs noted that the churchyard maintenance is managed locally and as such it was **RESOLVED** to make a grant of £100 under Section 137 of the Local Government Act 1972 towards the maintenance of the churchyard as the expenditure was deemed to be commensurate with the benefit to the community.

4.5 Review of the risk register and internal controls

The Council reviewed the Risk Register as presented. Following discussion, it was **RESOLVED** to adopt the document. The Chairman signed the Risk Register as a formal record of approval. It was further agreed that a digital copy would be circulated to all members via email.

4.6 Current Reserves

The Council reviewed the current reserves and noted the following:

- Kilpeck Village Hall Field Fund – £2,801.82.

It was further noted that a minimum reserve equivalent to one year's rent (£977) should be maintained, leaving available funds of £1,824.82.

- General Reserves Fund – £39,123.32



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 advised that the recent ditching works appear to have been effective. It was noted that a gully requires further investigation, and jetting may be necessary. Additionally, it was agreed that a footpath in Wormbridge, along with the Village Hall car park, Grove Park, and Wormbridge Church layby, should be sprayed. Cllr N. Eynon advised that Howton Grove will be flailed.

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

- Correspondence received from Whitfield Estate with regards to stabilising the road at the junction of the C1212 and the C1221 at Wormbridge was noted.
- Kilpeck Station to Trelough, it was noted that there are number of potholes to report. Clerk to report.
- Church Road in Kilpeck, there are number of potholes still requiring attention. Clerk to report.
- It was noted that no updates have been received on the drainage work agreed to be carried out directly by Herefordshire Council on the highway at the Mynws. Clerk to follow up.

6.3 Lengthsman Contract 2025/26

The Lengthsman advised that the day rate from April 2025 will be £230 and that he is in the process of becoming VAT registered, meaning VAT will be charged in addition. The Council considered the terms, and Cllr N. Eynon proposed that the Council continue with the current contractor. This was seconded by Cllr G. Statham and **RESOLVED** by a unanimous vote to renew the contract.

Ward Cllr Richard Thomas entered the meeting at 7:40 pm.

7.0 Planning

7.1 Planning Consultation 250509 - Star Acre Farm, Garway Hill, Herefordshire, HR2 8HD (Part 3) Class Q - Prior Approval - Application for Prior approval for the change of use of agricultural buildings to form one larger dwelling and the building operations reasonably necessary to convert the buildings. **The application was considered by the council and it was RESOLVED to respond with a general comment advising the that parish council felt unable to comment due to insufficient details around the part Q planning application.**

The Chairman had declared an interest in the following item and handed over proceedings to the Vice-Chairman. The Chairman abstained from discussions on the matter.

7.2 Planning Consultation 250397 - Marlas Mill, Marlas, Hereford, Herefordshire HR2 9DS Planning Permission Retrospective application for the change of use of existing buildings (formerly agricultural use) to B2 and B8 use with the introduction of native hedgerow planting and acoustic fencing. **The application was considered by the council and it was noted that a noise assessment survey had been carried out. It was RESOLVED by a unanimous vote to support the application.**

8.0 Reports

8.1 Kilpeck Village Hall

The tacho evening had been very successful with takeaways also provided and the option to eat in. Cakes were also available to purchase and table tennis was played.

Monthly breakfasts will start from April.

The panto is cutting the hedge behind the container and applying for a lottery grant to make upgrades to sound and lighting equipment.

Councillor Mr D. Thompson gave his apologies and left the meeting at 7:54pm.



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

- Devolution
- Public Rights of Way and Drainage Grants will be available for 2025/26.
- Queries about the rate increase and tender process for BBLP.

8.3 Police Representative - Not present.

9.0 Information Sheet

Correspondence

Email received from a member of the public regarding the proposed changes outside Lock’s Garage.

Forwarded to Chairman and Vice-chairman for information.

Map received from a member of the public regarding potential locations for the village gates at Didley. **It was RESOLVED to submit the map to Herefordshire Council and ask if the locations are acceptable. Clerk to send in.**

Correspondence received from Sunderland’s in relation to the village hall field rent review and land management renewal. **The correspondence was considered and it was RESOLVED to appoint a new land agent, Balfour’s to manage the land from the 1st April 2025. The necessary transition arrangements will be made to ensure continuity in the management of the field.**

22.02.25 email circulated from the new Locality Steward.

26.02.25 email from monitoring officer circulated.

Reported Defects:-

BBLP Ref: 11180689 – Damaged Grit Bin

10.0 Agenda of the Next Meeting

Items to be included at the next Parish Council Meeting: Review of the Parish Emergency Plan. Locks Garage.

11.0 Date, Time and Venue of Next Meeting

11.1 The next Meeting will be the Ordinary Meeting of the Parish Council on **Tuesday 8th April 2025** to be held in Kilpeck Village Hall and is due to commence **at 7.00pm.**

11.2 It was agreed to hold the annual parish meeting immediately prior to the May parish council meeting at 7pm on Tuesday 13th May 2025.

Meeting closed at 8:15pm.

Signed.....

Parish Council Chairman Councillor Mrs. Joyce Davies

Date 8th April 2025