

Kilpeck Parish Council

Minutes of an Ordinary Meeting of Kilpeck Parish Council held in The Kilpeck Village Hall on Tuesday 2nd December 2025

No KPC/LL/219

Councillors Present

Councillor Mrs J Davies, Chairman
 Councillor Mr M Parsons, Vice-chairman
 Councillor Mr D Howie
 Councillor Mr G Statham
 Councillor D Thompson

Also Present

Lisa Lewis (Clerk), Ward Councillor Richard Thomas and two members of the public.

The Ordinary Meeting of the Parish Council was formally opened by the Chairman at 7.05pm

1.0 Apologies for Absence

Apologies were received from Councillors I Manning, N Thompson and N Eynon. Cllr R Probert was not present.

2.0 Declarations of Interest & Dispensations

To receive any declarations of interest in agenda items from Councillors or written dispensation applications. Chairman Councillor Joyce Davies declared an interest in item 10 of the agenda and completed the register of interest book along with the clerk.

3.0 Minutes

The Minutes of the Ordinary Parish Council Meeting No KPC/LL/218 held on Tuesday 11th November 2025 were unanimously confirmed as a true record and were signed by the Chairman.

4.0 Financial Matters

4.1 The following receipts were noted:-

Business Bank Instant – Savings Account
 10/11/2025 - £17.58 Interest

4.2 Invoices for Payment

The payments list for December was reviewed and it was **RESOLVED** by a unanimous vote to approve the payments listed in appendix 1. All payments to be paid by BACS, invoices were checked and signed by two signatories.

4.3 Bank Balances

The bank balances and bank reconciliations shown in appendix 2 were reviewed by the council and statements were checked and signed by Chairman and Vice-Chairman.

4.4 Draft Budget 2026/27

The draft budget for 2026/2027 was considered by the council. It was proposed by Cllr David Thompson and seconded by Cllr Gerald Statham to adopt the budget. It was **RESOLVED** unanimously to adopt the budget as presented.

4.5 Precept Request 2026/27

The council considered the precept request for 2026-2027 fiscal year, as calculated based on the adopted budget and it was **RESOLVED** by a unanimous vote to submit a precept request for £23,000.

5.0 Highways & Public Rights of Way Issues

5.1 Lengthsman report

The lengthsman had sent his apologies. It was noted that we are awaiting confirmation of the drainage grant for the lengthsman to factor in the work. Clerk to request grit bins are checked on the next maintenance day.

5.2 Highway or Public Rights of Way issues

Potholes at Church Lane, Kilpeck to be reported again. Pothole on A465 opposite Whitfield Drive. It was noted that the new temporary speed limit appears very quickly on the brow of the hill and it was **RESOLVED** for the council to write to Highways to highlight these concerns.

5.3 Village Gateways at Didley

It was noted that the gateways must be constructed of shatterproof material and be 450mm from the edge of the carriageway, but written confirmation is required along with answers regarding utilities etc.

5.4 Finger Post Signs at St. Devereux

It was noted that permission is being sought from Herefordshire Council for the Parish to purchase and replace the current signs at St Devereux and change the Church signs to include the Village Hall. It was noted that replacement of 6 signs would cost in the region of £450 plus installation by the lengthsman, it was proposed by Cllr Mark Parsons and seconded by Cllr David Howie and agreed unanimously that the clerk proceeds to order replacement signs once agreement from Herefordshire Council is received.

5.5 Kilpeck Traffic Calming Meeting

It was noted that a meeting had taken place in Kilpeck on the morning of Tuesday 2nd December 2025 with Ian Connolly from the Safer Roads Partnership and Joe Grice from Herefordshire Council's Traffic Management team regarding the speed of vehicles and traffic calming measures. The clerk, chairman, councillors Howie and Eynon were also present. It was noted that the white line edging is to be replaced. A T-line white edge will be installed outside the defibrillator. Herefordshire Council will advise whether SID's type devices can be installed without speed limits. Better signage on the bends into the village has been requested.

6.0 Planning The following planning applications submitted to Herefordshire Council were considered: None received.

7.0 Training

Members noted the Clerk's successful application for the Level 4 Community Governance bursary. It was further noted that the additional course fees and associated study-day costs not covered by the bursary will amount to approximately £2,150 to this Council over the two-year period, representing its 50% share of the total cost, with the remaining 50% to be met by the Clerk's other employing parish council. The Council agreed to fund these additional costs.

8.0 Public Question Time

Query from a member of the public asking for clarification as to why Speed Limits weren't allowed. This was answered by the Ward Councillor. There was a request for 'Please Drive Carefully' signs which the chairman confirmed the parish council are trying to get.

9.0 Reports

9.1 Kilpeck Village Hall

The Panto sales are going well with only 50 tickets left to sell. Funeral Wake arrangements were noted.

9.2 Ward Councillor Mr Richard Thomas

The Ward Cllr reported that he had met with the new service director. Main council meeting to take place on Friday 5th December. A Planning Committee meeting to be held on Wednesday 3rd December. A meeting with the finance director had taken place and it was noted that there is a predicted overspend of 9 million by the end of the year. This related to Adult Social Care and SEN Provision. There was a query regarding the Munitions Factory and funding.

8.3 Police Representative – Not present**10.0 Information Sheet****Correspondence Received and any Actions Necessary**

Weekly BBLP updates circulated

Electoral Review email circulated

Meeting Date calendar for 2026 circulated

Request for meeting dates received from the local policing team.

Correspondence received concerning planning application 250397. The applicant has been sent the Highways report, which identifies concerns regarding the projected vehicle numbers. As the parish council had previously supported the application, the clerk brought it to members attention.

The chairman, Councillor Joyce Davies left the meeting at 7:46pm for the above correspondence regarding planning application 250397 to be discussed and any action considered. Cllr Mark Parsons took the chair.

The Parish Council noted that the applicant attended the meeting and discussed the highway issues. Councillors reiterated their support for the application and advised the applicant to review and strengthen their Traffic Management Plan, including clear on-site signage. It was resolved for the parish council to reaffirm its support for application 250397 and submit a supplementary comment to the Local Planning Authority reflecting the discussion had.

The chairman returned to the meeting.

Updates:-

- White Lines at Wormbridge Church Layby. Due to be done 24/10 this has overrun. BBLP will establish a new date. Job number 41721967.
- No Parking Sign for Kilpeck – is in production. Followed up 25.11.25.
- Drainage Grant Application – contacted Herefordshire Council for an update. They advise they are still reviewing the applications.

Planning for information only:- None to note**11.0 Agenda of the Next Meeting**

Items to be included at the next Parish Council Meeting: Follow up on letters sent.

12.0 Date, Time and Venue of Next Meeting

12.1 The next meeting will be an Ordinary meeting of the parish council on **TUESDAY 13th JANUARY 2026** to be held in Kilpeck Village Hall and is due to commence at 7:00pm. Councillor D Thoompson gave his apologies.

Meeting closed at 8:02pm.

Signed.....

Parish Council Chairman Councillor Mrs. Joyce Davies

Date 13th January 2026

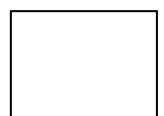
Appendix 1

Kilpeck Parish Council
PAYMENTS LIST

4 December 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
70		02/12/2025		Current		Kilpeck Village Hall - Hire	Kilpeck & District Village H		25.00		25.00
71		02/12/2025		Current		Clerk's Salary & Mileage Decem	Lisa Lewis		666.30		666.30
72		19/12/2025		Current		Pension Contributions	NEST		48.20		48.20
74		02/12/2025		Current		Clerk's Level 4 CG Deposit	Society of Local Council Cle		200.00		200.00
76		02/12/2025		Current		Lengthsman - Maintenance Day	JM Probert		142.00	28.40	170.40
77		02/12/2025		Current		Lengthsman - Maintenance Day	JM Probert		860.00	172.00	1,032.00
								Total	1,941.50	200.40	2,141.90

DRAFT



Appendix 2

25 November 2025 (20)

Kilpeck Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 31/10/2025		
	Cash in Hand 01/04/2025		34,824.85
	ADD Receipts 01/04/2025 - 31/10/2025		29,817.99
	SUBTRACT Payments 01/04/2025 - 31/10/2025		64,642.84
A	Cash in Hand 31/10/2025 (per Cash Book)		14,561.94
			50,080.90
	Cash in hand per Bank Statements		
	Petty Cash 30/10/2025	0.00	
	Current 31/10/2025	16,668.07	
	Savings 31/10/2025	33,412.83	
	Other 31/10/2025	0.00	
			50,080.90
	Less unpresented payments		
	Plus unpresented receipts		
B	Adjusted Bank Balance		50,080.90
	A = B Checks out OK		

