

Kilpeck Parish Council

Minutes of an Ordinary Meeting of Kilpeck Parish Council held in The Kilpeck Village Hall on Tuesday 10th February 2026

No KPC/LL/221

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

Also Present

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

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 Councillors Mr M Parsons (Vice-chairman), Mrs Nicola Thompson and Mrs Isy Manning.

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 8.0 & 9.0, public question time and correspondence received on 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/220** held on Tuesday 13th January 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

09/01/2026 - £17.04 Interest

Community Account – Current Account

15/01/2026 - £457.38 VAT Refund received.

4.2 Invoices for Payment

The payments list for February 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 Councillors.

4.3 Bank Balances

The bank balances were noted, bank reconciliations (shown in appendix 2) and statements were reviewed by the council and statements were checked and signed by two Councillors.

4.4 Community Grants

The council considered grants towards the maintenance of church yards for the four local churches. It was resolved by a unanimous vote to grant £120 per church (Kilpeck, Wormbridge, St Deveraux and Kenderchurch) under section 137 of the Local Government Act. The expenditure, proposed by Cllr Eynon and seconded by Cllr Howie was deemed commensurate with the benefit to the community.



5.0 Highways & Public Rights of Way Issues

5.1 Lengthsman report

The lengthsman had sent his apologies. It was noted that there are two areas requiring jetting works, Grove Park area, Wormbridge and opposite the pub in Kilpeck. There was a unanimous vote for the lengthsman to carry out this work and Cllr Eynon will liaise with him. It was also noted that the replacement signs have arrived and are ready for installation.

5.2 Highway or Public Rights of Way issues

- There are two areas of ditches across fields that require work, this will need to be looked at into the autumn.
- Ditching from Trelough to Station House is needed, Cllr Eynon will liaise with Whitfield Estate.
- It was noted that the hedge at Howton which was cut back last year needs a maintenance cut and it was resolved for hedge cutting works to be undertaken. Cllr Eynon to liaise with the contractor to arrange the works on behalf of the parish council.
- Flooding at Old Mill Farm – it was noted that numerous vehicles had been damaged in flood water and the parish council felt warning signs or a flood water level marker would be beneficial. Ward Cllr Richard Thomas will speak with Herefordshire Council.
- The 'bend' warning sign at the Pump House corner has been knocked, clerk to report and ask the lengthsman to look at.
- Parking at the Village Green in Kilpeck is damaging the Green and creating mud – the chairman will speak to Whitfield Estate and Cllr Eynon will liaise with the lengthsman.
- White line in Kilpeck from Castle Park to pub is not great – Ward Cllr to report back to Herefordshire Council.
- There is a highway drain at Wormbridge House which is blocked, clerk to report to BBLP.
- Numerous potholes still on the road to the Church in Kilpeck and Trelogh to Station House road – clerk to re-report. The Ward Cllr will also raise with BBLP and arrange a meeting with the Locality Steward.
- Pothole at Wormbridge by the Church – clerk to report.

5.3 Village Gateways at Didley

No updates. Defer to the next meeting.

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

7.0 Spring Event

It was resolved to hold a community afternoon on Saturday 25th April 2026 at Kilpeck Village Hall (subject to hall availability). The event will include the emergency services and other beneficial community services/information providers. Refreshments will be provided and it was agreed that a working group will be formed with delegation to the clerk for arranging the event.

7:37pm the chairman, Cllr Joyce Davies left the meeting following her declared interest in the following item. Cllr Dave Thompson took the chair.

8.0 Public Question Time

A resident of Marlas made a statement regarding Planning Applications P250397 and P241364/F. He advised that his views differ from concerns previously raised at the parish council meeting held in January. He stated that while typical rural and operational noise is experienced, he does not consider there to have been an increase and is aware of measures taken by the applicant to manage noise. He requested that his comments be formally recorded in the minutes, acknowledging that the decision rests with the Planning Officer.

Cllr Thompson outlined the discussions previously held. It was noted that further

correspondence had been received from a resident of Marlas.

The applicant was present and advised that a tenant associated with noise at the site had been given notice to quit and would be leaving at the end of July.

Several residents of Marlas were present and a discussion took place. The parish council resolved to respond to the correspondence received acknowledging receipt and noting that the comments made had been noted by the council.

No further action was proposed, as the matter rests with the Local Planning Authority.

The chairman re-entered the meeting and resumed the chair.

9.0 Reports

9.1 Kilpeck Village Hall

Quiz to be held in May.

Sea Shanty – Saturday 21st March 2026, food will be available from an outside caterer.

Male Voice Choir in April.

9.2 Ward Councillor Mr Richard Thomas

The Ward Cllr reported: -

- Full Council Meeting to take place next week for Budget Setting.
- CEO is leaving in March; no successful applicant has been appointed.
- Bus Service improvement for local communities.
- Public Realm – ‘M’ Group has been appointed as the contractor.
- Query about the Bypass from a member.

9.3 Police Representative – not present.

10.0 Information Sheet

Correspondence

Weekly BBLP updates circulated.

Email circulated regarding Herefordshire Histories Festival

Email circulated regarding UK Town of Culture bids.

Email received from a resident regarding planning application at Marlas Mill – circulated and responded to advise resident to send in representation directly to Herefordshire Council.

Police Newsletter circulated.

Updates from HALC circulated.

Parish Summit date – Tuesday 3rd March 2026.

Annual Plan meeting – Thursday 12th February 2026.

Updates: -

Replacement signs and Village Hall directional signs have been ordered.

The Parish Council have successfully secured a defibrillator from the British Heart Foundation Community Fund and it will be delivered shortly.

Planning for information only: -

None to note.

Agenda order changed by chairman.

12.0 Date, Time and Venue of Next Meeting

12.1 To consider amending the start time of future meetings to 7:30pm. It was resolved by a unanimous vote to move future meetings start times to 7:30pm.

12.2 To consider a change of date for the September meeting. It was noted that the September meeting falls on a day where the clerk has training commitments. It was resolved to move the date to either Monday 7th September or Wednesday 9th September. To be decided at a future meeting.



12.3 The next meeting will be an ordinary meeting of the parish council on **TUESDAY 10th MARCH 2026** to be held in Kilpeck Village Hall and is due to commence at 7:30pm.

11.0 Agenda of the Next Meeting

Items to be included at the next Parish Council Meeting: Community Event Working Group. C & U Road Maintenance. IT Policy. Hall Field Tenancy.

Meeting closed at 8:19pm.

Signed.....

Parish Council Chairman Councillor Mrs. Joyce Davies

Date 10th March 2026

DRAFT



Kilpeck Parish Council
PAYMENTS LIST

23 February 2026 (2025-2026)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
86		10/02/2026		Current		Clerk's Salary - February 2025	Lisa Lewis		666.10		666.10
87		27/02/2026		Current		Pension Contributions	NEST		48.20		48.20
88		01/02/2026		Current		Accounting Software	Starboard Systems Limited		12.00	2.40	14.40
89		10/02/2026		Current		Books	Society of Local Council Cle		26.00	0.45	26.45
90		10/02/2026		Current		Clerk's CG4 Study day	Society of Local Council Cle		75.00	5.10	80.10
91		10/02/2026		Current		Kilpeck Village Hall - Hire	Kilpeck & District Village H		25.00		25.00
96		10/02/2026		Current		HALC - Annual Subscription	HALC		585.57	117.11	702.68
97		10/02/2026		Current		Books	Society of Local Council Cle		74.25	0.45	74.70
98		10/02/2026		Current		Clerk's CG4 Study day	Society of Local Council Cle		75.00	5.10	80.10
99		10/02/2026		Current		Clerk's CG4 Study day	Society of Local Council Cle		75.00	5.10	80.10
100		10/02/2026		Current		Lengthsman (Ditching Work)	JM Probert		2,236.90	447.38	2,684.28
101		10/02/2026		Current		Lengthsman (Ditching Work)	JM Probert		810.00	162.00	972.00
Total									4,709.02	745.09	5,454.11

DK



