

Kilpeck Parish Council

Minutes of an Ordinary Meeting of Kilpeck Parish Council
held in The Kilpeck Village Hall, Standard Lane, Kilpeck, Hereford HR2 9DW
on Tuesday 14th July 2026 at 7:30pm

No KPC/LL/226

Councillors Present

Councillor Mrs J Davies, Chairman
 Councillor Mr N Eynon
 Councillor Mr D Howie
 Councillor Mr M Parsons, Vice-Chairman
 Councillor Mr G Statham

Not Present: Councillor Mr R Probert

The meeting was quorate (5/9 members present).

In attendance

Lisa Lewis (Clerk) and two members of the public.

The Ordinary Meeting of the Parish Council was formally opened by the Chairman at 7.30pm

1.0 Apologies for Absence

Apologies for absence were accepted from Councillors I Manning, Councillor D Thompson and Councillor N Thompson.

The chair resolved, with council agreement to amend to the running of the agenda to accommodate the police report.

8.3 Police Representatives Report: PCs Brian Gosson and Jack Davies reported that they are part of a four – officer team for South Herefordshire, supported by PCSOs carrying out regular parish patrols and Business check-ins No crimes have reported locally. In response to a query on poaching, PC Davies outlined past and current measures, including funding from the Police and Crime Commissioner to increase police presence, night patrols and ANPR vehicle checks. They will attend Kentchurch for the School Funday on Saturday 18th July. Members were reminded to report all suspicious activity via 101 or 999 in emergencies.

The police left the meeting. Normal agenda order resumed.

2.0 Declarations of Interest & Dispensations

To receive any declarations of interest in agenda items or written dispensation applications in accordance with the Localism Act 2011 s31 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

- i) Declarations of Interests from members – the Chair, Cllr J Davies declared a non-dpi in item 7.1. The register of interest book was signed.

3.0 Public Questions

Nothing raised.

4.0 Minutes

The Minutes of the ordinary Parish Council Meeting No **KPC/LL/225** held on Tuesday 9th June 2026 were unanimously confirmed as a true record and were signed by the Chairman.

Initials:

5.0 Financial & Policy Matters

5.1 The following receipts were noted: -

Business Bank Instant – Savings Account

09/06/2026 - £13.32 Interest received.

Community Account – Current Account

None received.

Invoices for Payment

The payments list for July (Appendix 1), totalling £2,159.70 was approved by members. All payments to be paid by BACS, invoices were checked and signed by two members.

Proposed by Cllr G Statham

Approved by council

Seconded by Cllr D Howie

5.2 Bank Balances

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

5.3 Standing Orders

The updated draft Standing Orders based on NALC's Model Standing Orders (Update) 2025 were adopted by members.

Proposed by Cllr G Statham

Approved by council

Seconded by Cllr D Howie

6.0 Highways & Public Rights of Way Issues

6.1 Lengthsman report

Apologies had been received from the Lengthsman. It was noted that a maintenance day had been carried out along with the clearing of the footway from Whitfield to Wormbridge as requested by the council.

6.2 Highway or Public Rights of Way issues

There is a loose drain cover at the Old Mill to Duffryn crossroads – clerk to report to Herefordshire Council.

6.3 Village Gateways at Didley

The clerk reported that installation quotes are still awaited. It was agreed to defer this item until next meeting.

6.5 Bin for Layby in Didley

The clerk was asked to investigate arrangements for bin emptying once a bin is installed. It was agreed to defer this item until next meeting.

7.0 Planning The following planning applications submitted to Herefordshire Council were considered:

Interest: Cllr J Davies had declared an Other Interest in item 7.1. Members agreed that Cllr Davies could remain for the item. Cllr Davies abstained from discussion and did not participate in forming the Council's response.

7.1 Planning Re-consultation - 250397 - Marlas Mill, Marlas, Hereford, Herefordshire HR2 9DS - Retrospective application for the change of use of existing agricultural buildings to a mixed use comprising agricultural, B2 and B8 uses, alongside the introduction of native hedgerow planting and acoustic fencing.

Kilpeck Parish Council agreed to reiterate its previous support for the planning application under re-consultation. The Council noted that the proposal supports a local business and contributes to local employment. The Clerk was instructed to submit the Council's comments to the Local Planning Authority.

Initials:

7.2 Planning Consultation - 261893 - The Green Cottage, Kilpeck, Hereford, Herefordshire HR2 9DN. Single-storey rear extension in place of single storey garage and porch replacement.

It was resolved for Kilpeck Parish Council to respond in support of the application with no further comments to note.

7.3 Planning Enforcement

The comments received from the planning officer in relation to the creation of domestic access off the A465 were noted. The Council disagreed with the response and instructed the Clerk to write to the planning officer stating that the use appears to be full-time residential rather than incidental, and that evening lighting is inappropriate. It was agreed to invite the officer to a future meeting for further discussion.

8.0 Reports

8.1 Kilpeck Village Hall

Murder Mystery evening held on 10th and 11th July 2026 was very successful and sold out on both nights.

8.2 Ward Councillor Mr Richard Thomas

Apologies had been received. Cllr Eynon want to note that several more bollards had been damaged at Howton following recent grass cutting. He noted that the bollards add no benefit and expressed that he would not want to see money spent on their replacement.

8.3 Police Representative – Covered at the start of the meeting.

9.0 Information Sheet

Correspondence

HALC – Ten Things... circulated

June Police Newsletter circulated

Police will try and attend a Kilpeck Coffee Morning in September, October or November. Dates provided to them. Guidance from Herefordshire Council regarding Registers of Interest and Councillors addresses. Advice from HALC subsequently received.

Planning for information only:-

None

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

The next meeting will be an ordinary meeting of the parish council on **MONDAY 7th SEPTEMBER 2026** to be held in Kilpeck Village Hall and is due to commence at 7:30pm. (No meeting in August).

Meeting closed at 8:18pm.

Signed.....

Parish Council Chairman Councillor Mrs. Joyce Davies

Date 7th September 2026

Appendix 1

Kilpeck Parish Council
PAYMENTS LIST

15 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
28		14/07/2026		Current		Clerk's Salary - July	Lisa Lewis		714.86		714.86
33		14/07/2026		Current		Accounting Software	Starboard Systems Limited		12.00	2.40	14.40
32		14/07/2026		Current		Village Green - Mowing	Horton Services		80.00		80.00
31		14/07/2026		Current		Kilpeck Village Hall - Hire	Kilpeck & District Village Hs		25.00		25.00
34		14/07/2026		Current		Stationery and Postage	Viking Direct		145.97	20.10	166.07
30		14/07/2026		Current		Internal Audit	HALC		275.00	55.00	330.00
35		14/07/2026		Current		Lengthsman - Maintenance Day	JM Probert		650.00	130.00	780.00
29		24/07/2026		Current		Pension Contributions	NEST		49.37		49.37
Total									1,952.20	207.50	2,159.70

DRAFT

Initials:

Appendix 2

7 July 2026 (2026-)

Kilpeck Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/06/2026		
	Cash in Hand 01/04/2026		42,137.98
	ADD Receipts 01/04/2026 - 30/06/2026		12,374.23
	SUBTRACT Payments 01/04/2026 - 30/06/2026		54,512.21 6,303.87
	Cash in Hand 30/06/2026 (per Cash Book)		48,208.34
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2026	0.00	
	Current 30/06/2026	14,674.75	
	Savings 30/06/2026	33,533.59	
	Other 30/06/2026	0.00	
			48,208.34
	Less unrepresented payments		
			48,208.34
	Plus unrepresented receipts		
	Adjusted Bank Balance		48,208.34
	A = B Checks out OK		

Initials: