

Kilpeck Parish Council

MINUTES SUBJECT TO APPROVAL

Minutes of an Ordinary Meeting of Kilpeck Parish Council
held in The Kilpeck Village Hall, Standard Lane, Kilpeck, Hereford HR2 9DW
on Tuesday 13th October 2026 at 7:30pm

No KPC/LL/228

Councillors Present

Councillor Mrs J Davies, Chairman
Councillor Mr N Eynon
Councillor Mr D Howie
Councillor Mrs I Manning (From 7:34pm)
Councillor Mr R Probert
Councillor Mr G Statham

Not Present:

The meeting was quorate (6/8 members present).

In attendance

Lisa Lewis (Clerk) and Ward Councillor Richard Thomas.

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

1.0 Apologies for Absence

Apologies for absence were accepted from Councillors M Parsons and D Thompson. It was noted that the chair had received a resignation from Cllr N Thompson due to work commitments, which was accepted. Clerk to notify elections and advertise the vacancy.

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 – Cllr N Eynon declared an interest in item 6.3.

3.0 Public Questions

Nothing raised.

4.0 Minutes

The Minutes of the ordinary Parish Council Meeting No **KPC/LL/227** held on Monday 7th September 2026 were unanimously confirmed as a true record and were signed by the Chair.

5.0 Financial & Policy Matters

5.1 The following receipts were noted: -

Business Bank Instant – Savings Account

09/09/26 - £13.79 Bank Interest

Community Account – Current Account

24/09/26 - £11,500 Precept Received

Invoices for Payment

The payments list for October (Appendix 1), totalling £7,441.79 was approved by members. All payments to be paid by BACS, invoices were checked and signed by two members.

Proposed by Cllr G Statham

Seconded by Cllr D Howie

Approved by council

Initials:

5.2 Bank Balances

The bank balances for the end of September 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 External Auditors Report

It was noted that the report had been received and there were no matters to note. The Clerk confirmed the conclusion notice and relevant documents had been published prior to 30 September 2026.

5.4 Spend against Budget for Quarter 2

The budget report was received and noted. Members considered expenditure to be in line with the approved budget.

5.5 Appoint a Finance Working Group

It was resolved for Cllrs Davies, Howie, Parsons, Statham and the clerk to form a working group to consider the draft budget for 2027/28 for presentation at the November or December meeting.

6.0 Highways & Public Rights of Way Issues**6.1 Lengthsman report**

The Lengthsman had given his apologies. A maintenance day had been carried out and it was noted that the drainage grant work will commence. Cllr Eynon will liaise with Whitfield Estate for works to take place near the church.

6.2 Highway or Public Rights of Way issues

A465 near Whitfield Drive to Boars Hill requires resurfacing, the Ward Cllr confirmed he has raised this with Herefordshire Council. The drain at Old Mill has been marked but still not repaired, clerk to re-report. Potholes along Church Road have been re-reported to Herefordshire Council by the clerk. Trees near sawmills need cutting back.

6.4 Village Gateways

Cllr N Eynon declared an interest in this item and refrained from participating in the discussion and voting. Quotations for the installation were considered, and it was resolved to accept the quotation from Golden Valley Construction in the sum of £4,903.00 plus VAT, as it was the most local contractor.

Proposed by Cllr R Probert

Seconded by Cllr G Statham

Approved by council

6.5 Bin for Layby in Didley

It was unanimously agreed to remove this item from the agenda without progressing.

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

7.1 Planning Enforcement

Ward Councillor Thomas is arranging a meeting with officers. No updates to report.

8.0 Reports**8.1 Kilpeck Village Hall**

AGM will take place on Tuesday 27th October 2026. Pantomime sales are underway. The shower has been replaced with a toilet. Cllr Eynon will look at costs for stoning the carpark and arrange for the hedging to be cut.

8.2 Ward Councillor Mr Richard Thomas

The Ward Cllr reported on the following matters:

- He had attended a speed meeting about the Lock's Garage junction. Herefordshire Council are waiting for a full years speed data.

Initials:

- The Parish Summit meeting had been attended and discussions around s.106 monies and bus services had taken place. Parish Cllrs noted that improved information about available bus services would be beneficial to members of the public.
- Planning Committee will only deal with developments of over 10 homes, under this number will be dealt with by delegated authority to the planning officer.

8.3 Police Representative – Not present.

9.0 Information Sheet

Correspondence

HALC – Ten Things... circulated

Parish Priorities. It was resolved to request Poaching be added as the priority.

Planning for information only:-

Application number	Site address	Description	Type	Status	Comments by
P250397/F	Kilpeck, Wormside, 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	Planning Permission	Determination Made (Approved with Conditions)	

10.0 Agenda of the Next Meeting

Items to be included at the next Parish Council Meeting: Nothing to note.

11.0 Date, Time and Venue of Next Meeting

The next meeting will be an ordinary meeting of the parish council on **Tuesday 17th November 2026** to be held in Kilpeck Village Hall and is due to commence at 7:30pm.

Meeting closed at 8:21pm.

Signed.....

Parish Council Chairman Councillor Mrs. Joyce Davies

Date 17th November 2026

Appendix 1

Kilpeck Parish Council
PAYMENTS LIST

23 October 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
52	Subscriptions & Memberships	01/10/2026		Current		Accounting Software	Starboard Systems Limited	S	12.00	2.40	14.40
54	Reserves 2	06/10/2026		Current		Didley Village Gateways	Watt Plastics	S	3,075.00	615.00	3,690.00
55	Reserves 2	06/10/2026		Current		Didley Village Gateways	Signs Of The Times Ltd	S	1,435.56	287.12	1,722.68
48	Staff Costs	13/10/2026		Current		Clerk's Salary - October	Lisa Lewis	X	690.47		690.47
48	Staff Expenses & Training	13/10/2026		Current		Clerk's Salary - October	Lisa Lewis	X	41.95		41.95
53	Subscriptions & Memberships	13/10/2026		Current		SLCC - Clerk's Membership	Society of Local Council Cle	X	83.49		83.49
56	Utilities	13/10/2026		Current		Lengthsman - Maintenance Day	JM Probert	S	650.00	130.00	780.00
50	Utilities	13/10/2026		Current		Village Green - Mowing	Horton Services	X	80.00		80.00
51	Communications (Phone, Webs	13/10/2026		Current		Kilpeck Village Hall - Hire	Kilpeck & District Village H	X	25.00		25.00
57	Admin (Stationery, Printer, Pos	13/10/2026		Current		Reimbursement of postage	Lisa Lewis	X	10.80		10.80
58	Audit & Professional Fees	13/10/2026		Current		External Audit Fee	PKF Littlejohn	S	210.00	42.00	252.00
49	Staff Costs	23/10/2026		Current		Pension Contributions	NEST	X	51.00		51.00
Total									6,365.27	1,076.52	7,441.79

Initials:

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 30/09/2026		
	Cash in Hand 01/04/2026		42,137.98
	ADD Receipts 01/04/2026 - 30/09/2026		23,916.51
	SUBTRACT Payments 01/04/2026 - 30/09/2026		66,054.49
	Cash in Hand 30/09/2026 (per Cash Book)		10,757.66
B			
	Cash in hand per Bank Statements		55,296.83
	Petty Cash 30/09/2026	0.00	
	Current 30/09/2026	21,720.96	
	Savings 30/09/2026	33,575.87	
B	Other 30/09/2026	0.00	
			55,296.83
	Less unrepresented payments		
			55,296.83
	Plus unrepresented receipts		
B	Adjusted Bank Balance		55,296.83
	A = B Checks out OK		

Initials: