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|  | Members of the Council you are hereby summoned to attend a meeting of |  |
| **Kington Town Council**to be held on **Monday 15th September 2025 at 6.00pm**at The Old Police Station, Market Hall Street, Kington HR5 3DP for the purpose of transacting the following business. |
|  | **Agenda** |  |

1. Apologies, Declarations of Interest and Requests for Dispensation

2. Minutes:

To agree the minutes of the meeting held on [4th August 2025](http://www.kingtontowncouncil.gov.uk/_UserFiles/Files/_Minutes/200150-Meeting_-_4.8.2025_-_Minutes.pdf)

3. Public participation:

1. Police matters: To receive the police report
2. To receive the Ward Councillors Report
3. To receive matters raised by members of the public present

4. Mayor’s Report

5 Clerk’s Report

6. Financial Matters

1. To approve payments as now due, as attached
2. To note receipts, if any, since the last meeting
3. To note report from external auditors and conclusion of external audit for year ended 31.3.2025
4. To agree additional account signatory for payments from town council bank accounts
5. To consider proposal for consultancy support for amendments to accounting software system

7. Planning Matters

1. To consider response to consultation under Commons Act 2006 for works on Hergest Ridge and Hanter Hill Common
2. To agree re-submission of s106 wish list to Herefordshire Council

8. To consider proposal from Planning & Environment Committee for support for 20mph

zone in Kington

9. To consider quotation for replanting of town planters for the winter and ongoing maintenance through the winter months

10. Parish Charter

 To consider adoption of revised Parish Charter

11. Policies

1. Grievance Policy

To consider the recommendation of the Finance, Personnel & General Purposes Committee to adopt a proposed grievance policy for the Town Council,

1. Disciplinary Policy

To consider the recommendation of the Finance, Personnel & General Purposes Committee to adopt a proposed grievance policy for the Town Council

12. To note [funding opportunity for public realm work in Kington](https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=10799) and agree working party to take this forward with a view to bringing proposals to full council at next appropriate meeting

13. Christmas Lights event 2025

1. To note proposals for the Christmas Lights switch on event for 2025
2. To delegate budget authority to the Clerk in conjunction with the Chair of the Finance, Personnel & General Purposes committee for expenditure in connection with the Christmas Lights Switch On event to a maximum budget of £4,000.00

14. Update on proposals for Armed Forces Day 2026

15. Update on meeting with Herefordshire Council Leader and Chief Executive

16. To note reports from Committees:

1. [Planning & Environment Committee](http://www.kingtontowncouncil.gov.uk/_UserFiles/Files/_Minutes/200434-Planning__and__Environment_Committee_meeting_-_1.9.2025_-_Minutes.pdf) held on 1st September 2025
2. [Finance, Personnel & General Purposes Committee](http://www.kingtontowncouncil.gov.uk/_UserFiles/Files/_Minutes/200435-F_and_GP_meeting_-_1.9.2025_-_Minutes.pdf) held on 1st September 2025

17 Information only item: Reports from councillors

18 Items for the next agenda and date and time of next meeting

19. To consider the resolution that due to the confidential nature of the business of the next two agenda items, that members of the public be excluded from the following agenda items in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (3)

20. Staffing Matters

21. Correspondence

To note confidential correspondence received

Issued on 10.9.2025 by Liz Kelso

Town Clerk, Kington Town Council

The Old Police Station, Market Hall Street, Kington HR5 3DP

Tel: 01544 239098 or mobile: 07483914485

Email: clerk@kingtontowncouncil.gov.uk

***Members of the public are welcome to attend meetings of the Town Council and may, at the discretion of the Chairman, speak on some agenda items. For further information on council procedures please speak to the clerk.***

***In the interests of the health and well being of councillors, staff and members of the public in at tendance, please do not attend this meeting if you are unwell whether or not you have tested positive for covid or any other virus or infectious disease.***