Kington Town Council

Email: clerk@kingtontowncouncil.gov.uk
Web site: www.kingtontowncouncil.gov.uk

Members of the Finance, Personnel & General Purposes Committee
you are hereby summoned to attend a meeting of the

Finance, Personnel and General Purposes Committee

On Monday 2 November 2026 commencing at 5.00pm

At

The Old Police Station, Market Hall Street, Kington

Committee Members: Cllrs. E. Banks, R. Banks, B. Bishop, M. Blackaller. R. Morgan, E. Rolls, L. Timmins & M. Woolford

for the purpose of transacting the following business

AGENDA

1. To receive apologies, declarations of interest and requests for dispensation
2. Minutes:
   To agree Minutes of the Finance, Personnel & General Purposes Committee meeting held on 07.09.2026
3. Financial Matters
   a) To review and consider the draft budget 2027-2028
   Item 3a Kington Town Council Draft Budget 2027-2028 updated October 2026.xlsx
   Item 3a Kington Town Council Budget Pack September 2026 Guide
   Kington Town Council Forecast Budget Comparison and Commentary 2026-27 vs 2027-28.pdf
   Note: To be submitted to Herefordshire Council by 31st December 2026
   b) To note the consideration from the Planning & Environment Committee held on 07.09.2026
   Item 3b - quotes for dog waste bins

Litter and Pavement Sweeping

It was identified that there was no budget for this to occur in this financial year. This is a consideration for budget setting period.

RESOLVED at the Planning & Environment Committee held 07.09.2026: That the Finance Committee consider the request from Planning & Environment for dog waste bins 2027/2028.

RESOLVED: That at Full Council held on 21st September 2026 that the Finance Committee consider the request from Planning & Environment for dog waste bins 2027/2028 is approved by Full Council.

c) To consider and decide on a grant to Christmas Cracker Community lunches (HVOSS Charity Account) – funding request £200.00

4. General Purposes
   a) Buildings currently occupied by the Town Council and such other buildings that can be determined as Community Assets:
   b) Provision for young people
   c) Public toilets
   d) Tourism and Tourist Information Centre
   e) Arts, culture and museum provision
   f) Social care, support services, talk community and information and advice provision
   g) Markets
5. Items for the next agenda
6. Date of next meeting Monday 11th January 2027 - Start time: 5.00pm

Issued: 28.10.2026 by:
Michael Greenfield, Town Clerk

Members of the public are welcome to attend meetings of the Finance, Personnel & General Purposes Committee and may, at the discretion of the Chairman, speak on some agenda items. For more information on how you can participate in Committee meetings of Kington Town Council, please speak to the Clerk at the address above.

Kington Town Council

The Old Police Station, Market Hall Street, Kington, HR5 3DP
Telephone 01544 239098 or mobile 07483 914485
email: clerk@kingtontowncouncil.gov.uk

Minutes of the Finance, Personnel & General Purposes Committee Meeting
Held on Monday 7th September 2026 at the Old Police Station, Market Hall Street, Kington

PRESENT	IN ATTENDANCE
Cllr. R. Banks - Chair	
Cllr. E. Banks	Michael Greenfield – Town Clerk
Cllr. B. Bishop	
Cllr. R. Morgan	Ruth Robinson – Assistant Clerk
Cllr. M. Woolford	

AGENDA Item	Minute	
1	F&GP 013-26	**To elect a Chair of the Committee for the forthcoming year** Cllr. R. Banks was nominated for election as Chair of the Committee for the ensuing year. **RESOLVED: That Cllr. R Banks be elected Chair of the Committee until the next Annual Meeting of the Council.** Cllr. R. Banks signed the Declaration of Acceptance of Office.
2	F&GP 014-26	**To receive apologies, declarations of interest and requests for dispensation** None were received. There were no request for dispensation.
3	F&GP 015-26	**To elect a Vice Chair of the Committee for the forthcoming year** Cllr. M Woolford was nominated for election as Vice Chair of the Committee for the ensuing year. **RESOLVED: That Cllr. M Woolford be elected Vice Chair of the Committee until the next Annual Meeting of the Council.**
4	F&GP 016-26	**Minutes** **Meeting held on 23rd February 2026** The Minutes of the meeting held on 23rd February 2026, which had been previously circulated, were approved and the chair authorised to sign as a true record of proceedings at that meeting.
5	F&GP 017-26	To review terms of reference for the committee and consider any amendments required **RESOLVED: That the Terms of Reference for the committee be approved subject to the following changes:**

- **Membership of the Finance Committee will be a minimum of 4 (four) councillors and a maximum of 7 (seven) councillors.**
- **The quorum for the Committee will be 4 (four).**

6 **F&GP 018-26** Financial Matters

a) To note report from the Internal Auditor Report for Year Ending 31.03.2026 and agree any actions arising therefrom

It was noted that some of the recommendations from the report had been implemented, with others to be decided upon.

b) To note changes to the Practitioner's Guide 2025

Noted.

c) To consider the draft Investment Policy and to recommend its adoption by Full Council.

RESOLVED: That the draft Investment Policy be approved and recommended to Full Council.

7 **F&GP 019-26** General Purposes

a) Buildings currently occupied by the Town Council and such other buildings that can be determined as Community Assets

There was nothing to report under this agenda item.

b) Provision for young people

The committee discussed the Youth Strategy proposals from Herefordshire Council. Concerns were raised about the financial contribution that was required and the support that would be provided to Kington young people, based on the model identified by Herefordshire Council.

RESOLVED: That the Youth Strategy proposals be added to the next Full Council agenda.

c) Public toilets

The Committee noted the possibility of taking on responsibility of the toilets situated at the Market Hall. Work is being undertaken by Herefordshire Council and is due for completion in November 2026.

Information is still required from Herefordshire Council in regards to the building and associated freeholds, Rights of Way and other areas for consideration.

There will need to be more detailed specifications prior to ownership being undertaken.

The Chamber of Trade have been engaged in the conversations on this subject.

RESOLVED: That Full Council convene a multi-institutional Working Party to develop a strategy for the acquisition of the toilet and lead on this report to Full Council, with a reporting line to the Finance Committee.

d) Tourism and Tourist Information Centre

It was reported that the Tourist Information Centre continues to operate successfully.

e) Arts, culture and museum provision

There was nothing to report under this agenda item.

f) Social care, support services, talk community and information and advice provision
There was nothing to report under this agenda item.
g) Markets
There was nothing to report under this agenda item.

8 **F&GP 020-26** To consider the resolution that due to the confidential nature of the business of the next agenda item, that members of the public be excluded from the following agenda item in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (3)
RESOLVED: That due to the confidential nature of the business of the next agenda item, that members of the public be excluded from the following agenda item in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (3)

9 **F&GP 021-26** **Personnel Matters:**
a) To consider and decide on the staff review
RESOLVED: That Full Council recruits to a Deputy Clerk's Post – 16 hours per week, with a Projects Officer post being developed for 16 hours per week, which will require budgetary considerations.

b) To consider and decide on staffing matters
Noted.

10 **F&GP 022-26** Items for the next agenda
Draft budget 2027/28.

11 **F&GP 023-26** **Date of next meeting and items for the agenda**
The next meeting will take place on Monday 2nd November 2026 at 5.00pm.

There being no further business, the meeting was declared closed.

_____
Chairman

Date: _____

DRAFT

Item 36)

NEW DOG POO BINS

QUOTATIONS

Pet Waste Solutions

COMPANY A

SUPPLY and DELIVER only: 50L Gladiator bins with shute for £377.00 +vat per bin (green or red) – 6 bins would cost: £2,262 +vat

SUPPLY and DELIVER only: 50L Hercules bin without shute for £330.74 +vat per bin (green or red) – 6 bins would cost: £1,980 +vat

Collection from the above bins as follows:

Weekly collections - £19.00 +vat per bin per collection (£456 +vat per month)

Fortnightly collections - £21.00 +vat per bin per collection (£504 +vat per month)

Monthly collections - £28.00 +vat per bin per collection (£168 +vat per month)

Bi-monthly collections - £33.00 +vat per collection (£99 +vat per month)

Paws and Claws Clean Up

COMPANY B (not VAT registered)

EMPTYING ONLY: Of six bins.

1) **Where the council provides a local disposal facility:**
   Fortnightly: £230 per visit
   Monthly: £290 per visit

2) **Where disposal of waste is responsibility of our company:**
   Fortnightly: £290 per visit
   Monthly: £360 per visit

   Includes sanitising bins.

Item 3c)

Kington Town Council

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

Application for a grant from Kington Town Council

Please fill in all sections as appropriate on behalf of your organisation. Should you wish to expand on an answer, please enclose additional information separately.
We only allow one project per application.
When completed please return this application form by email to: clerk@kingtontowncouncil.gov.uk or by post to The Town Clerk, Kington Town Council, Old Police Station, Market Hall Street, Kington HR5 3DP
Please make sure you sign and date the declaration at the end of this form.

Section one: your organisation

Organisation's name?
L & R Christmas Cracker
Please tell us who your officers are Rebecca Ellsmore - Organiser and fundraiser Lee Ellsmore - Organiser

Your main contact

Name: Rebecca Ellsmore
Position or office held in organisation: Organiser and fundraiser
Address: 12 Park Road, Kington, Herefordshire, HR5 3AW
Phone: 07825 399223
Email: landrchristmascracker@gmail.com

We are moving to BACS payments. Please provide us with details of the account to be credited, should your application be successful. (Write legibly please).

Bank	Account name	Sort code	Account number
HVOSS charity account	HVOSS	Provided directly by HVOSS	Provided directly by HVOSS

HVOSS holds the project's funds in trust. Any grant awarded must be paid directly to HVOSS, which has agreed to facilitate financial donations for the 2026 Christmas lunches. HVOSS will provide the payment details directly; please contact Tetiana Tikhonova at tetiana.tikhonova@hvoss.org.uk. One hundred per cent of funds received by HVOSS will go towards the cost of providing the lunches.

Is your organisation a	**Y/N**	**Charity / Company / VAT number**
Registered charity	N	
What is the charity number	N/A	
Company limited by guarantee	N	
If yes, what is the company number	N/A	
Social enterprise	Y	

Community group	Y	
Other (tell us what)		
Do you have a VAT number?	N	

Have you had a grant before from Kington Town Council?	Yes
If yes, when?	2024 & 2025
If yes, did you submit an end of year report to comply with the grant conditions?*	To be confirmed
**Please provide an end of year report with this application if you have not done so before*	

Section two: tell us about the project and what you want the funding for

(Please read the Guidance Notes for help in answering this)

How much are you requesting from Kington Town Council? £200.00
What will this pay for / how will you use this money?

The grant will contribute towards the cost of providing a completely free Christmas Day meal in Kington. This will be our third year in Kington. We provide a welcoming three-course meal, with sit-down places and takeaway collection, for people who may otherwise be alone, be affected by the cost of living, or simply benefit from company and a warm meal.

Have you obtained or applied for funding from other funders for any items?
Yes. We are seeking food, supermarket vouchers and financial donations from local businesses and community members. We are also running a Sponsor a Turkey appeal. All financial contributions are paid directly to HVOSS, which holds the project's funds in trust.

How will this project benefit Kington and its residents? Are there any particular groups of residents who will benefit, such as age ranges, abilities, or people in a specific area?
The project brings Kington residents together on Christmas Day and helps reduce loneliness and isolation. It is open to people of any age or background, including older people, people living alone, families and those affected by the cost-of-living pressures. The meal is completely free, removing cost as a barrier, and takeaway collection is available for people who would prefer to eat at home.

When do you plan to start and finish your project?	Planning, fundraising and bookings began in autumn 2026. Food and supplies will be purchased during Christmas week, with the meal provided on 25 December 2026. Any suitable surplus food will be offered to the food bank or community larder after the event.
When your project has ended, what do you hope to have achieved?	We hope to provide a free Christmas meal to everyone in Kington who needs one, create opportunities for companionship and community connection, and ensure fewer local people face Christmas Day alone.

What is the total cost of the project?

Approximately £450.00 (for Kington)

What are the itemised costs (for example, equipment, travel, stationary etc)? Please list here.

Food for approximately 50 – 60 people: £300.00
Printing and advertising: £25.00
Consumables, including takeaway containers, napkins and crackers: £75.00
Arrow Masonic Hall hire, including kitchen use: £45.00
Estimated total: £445.00

Section three: Volunteers and 'in kind' support

What is your estimated number of volunteers likely to be involved in the project?

If none, why not?

We estimate that at least 10 volunteers will be involved in preparing, serving and clearing up after the meal.

Has anyone offered, or have you sought, any 'in kind' support for your project? (for example, donations of free space or equipment)

Yes. We have sought donations of food, supermarket vouchers and sponsorship from local businesses and residents. Arrow Masonic Hall provides access to the hall, furniture and kitchen for a £45 hire charge. Volunteers also give their time freely to prepare, serve and clear up after the meal.

Section four: What are the risks to this project?

What happens if you don't get all the money you need for this project?
We would prioritise the essential food and serving costs, continue seeking donations and vouchers, and reduce non-essential expenditure. If necessary, the scale of the event may need to be reduced, but we would make every effort to honour confirmed bookings.
What will you do if Kington Town Council is unable to offer a grant?
We would increase our appeals to local businesses and the wider community, seek further food and voucher donations, and use any available unrestricted donations held for the project.
Can you tell us anything else in support of your application?
L & R Christmas Cracker has successfully provided free Christmas meals in Leominster for seven years and this will be our third year in Kington. We expect to provide more than 200 meals across both locations in 2026. Support from Kington Town Council will help us continue offering a welcoming, completely free meal locally and ensure that cost or isolation does not prevent anyone from sharing Christmas Day with others.

Thank you for your application.
Please make sure that you have read the Guidance Notes and that your application complies with the notes. Complete the Grant Checklist, enclose all the information required, and sign the Declaration below.

Declaration

I declare that the information given is correct and I agree to adhere to the conditions laid out in Kington Town Council's Grants Policy.

On behalf of L & R Christmas Cracker
I accept the conditions in Kington Town Council's Grants Policy

Signed_____R Ellsmore_____

Dated_____12.10.2026_____

Please note:
Completion of this form does not necessarily mean that a grant application will be successful in part or whole.

Incorrect or incomplete forms will be returned to you for completion: please ask a Councillor or member of staff for help if you are unsure of anything.

Herefordshire Council

Please ask for: Cllr Powell, Cabinet Member for CYP
Direct line / Extension:
E-mail: Ivan.powell2@herefordshire.gov.uk

27th October 2026

Herefordshire's Youth Strategy 2026-27 - Request to City and Town Councils to consider contributing to a pooled County level budget.

Dear Kington Town Council,

I am writing to you in my capacity as the cabinet member for Children's Services at Herefordshire Council a position I have been privileged to hold since my election in May 2023.

I am sure you will be aware we have been on a significant improvement journey in our Children's Services since that time and we are proud of our achievement to have been most recently judged by Ofsted, as Good overall, with Outstanding for leadership.

Alongside that we have consistently delivered improved financial performance year on year even though, as you may also be aware, the financial settlement for Herefordshire Council under the government's 'fair funding review' has put us in a very challenging financial position.

In December 2025 the government published 'Youth Matters: A National Youth Strategy', which is the first national youth strategy for England in over two decades. It sets out 10 action areas over 10 years.

In response the Director of Children's Services and I have been working with a selected group of focussed individuals from the third and community sector and the Clerks as representatives from Hereford City and Ross, Leominster, Bromyard, Kington and Ledbury Town Councils to shape and produce our local Youth Strategy.

Our local strategy has four key principles of:

- Inclusion & Equal Access
- Youth Voice at our Centre
- Strengthening our Workforce
- Community Based Approach

Underpinned by our priorities of:

Priority 1: Partnerships, Governance & Investment
Priority 2: Welcoming, Safe and Accessible Youth Spaces
Priority 3: Richer Lives: Creativity and Opportunity in our Youth Offer
Priority 4: Workforce & Practice Development

This initial twelve-month strategy aims to set the seed for a longer-term plan. Over the next twelve months we will be engaging with children, young people, sector providers and other key stakeholders including the Town and Parish councils to develop a three-year strategy and local implementation forums.

This first strategy will be formally launched on 3rd November 26 at 2pm at the Racecourse, Roman Road, Hereford. You will have been invited to attend, and I hope to see you there.

Within the strategy we have recognised the good work which is already taking place and have ambition to both build on this but invest in new capacity too.

Herefordshire Council has committed £400,000 to the action plan for of the youth strategy and its constituent elements covering funding provisions, apprenticeship programme and workforce engagement and support initiatives.

As part of our strategy, we have an ambition to develop virtual and mobile youth services and to establish a county pooled budget to fund this. Accessing services both as a rural county and recognising not all young people want to engage in face-to-face events means virtual and mobile services would be great additions to our provision and pooling our limited financial resource means we can develop and deliver at best value.

The Children's Director has written to you via your youth forum representatives seeking up to £25k contribution. I am writing in support of that request and respectfully ask City and Town Councillor colleagues to actively consider contributing to this vital element of work for our children and young people. I recognise you also face significant financial challenges but would ask that consideration be given to contributions of between £10,000 and £25,000 towards this.

I also recognise that as elected members you would much prefer some more definitive matters you are being asked to fund, rather than something which may feel conceptual.

We have seen many effective practice examples during our development of our local strategy, such as a mobile pop-up programme or a virtual youth programme. We have intentionally not reached definitive ideas yet as we would want to encourage our apprentices to work with children and young people to co-produce ideas and other aspects creatively, as part of their training and qualification.

I firmly believe that the quality of leadership we have across the county both within statutory services but also the third and community sector is excellent, combined with very strong working relationships.

Your clerks have actively contributed to the work to date adding their local knowledge and experience and I genuinely believe this would be a real foundation towards Child Friendly Herefordshire.

We would continue to keep you appraised of the direction of travel of developing ideas and of course ensure than any spend from a pooled budget was built on value for money principles and wise spending of public money.

If it would be of benefit to your deliberations, I would of course welcome the opportunity to talk to your respective council and councillors.

Yours sincerely,



CLLR. IVAN POWELL
CABINET MEMBER CHILDREN AND YOUNG PEOPLE

Item 4b.

Michael Greenfield

From: Russell, Tina <tina.russell@herefordshire.gov.uk>
Sent: 27 October 2026 17:27
To: Michael Greenfield
Cc: MacHardy, Lindsay; Powell, Ivan
Subject: RE: Kington Town Council & Youth Strategy Response

OFFICIAL



Tina Russell
Corporate Director of Children's Services
Childrens Services
Plough Lane
Hereford
HR4 OLE

tina.russell@herefordshire.gov.uk

Buisness Support
Diane Kennette
Executive Support Officer
Plough Lane
Hereford HR4 0LE
Email: Diane.Kennett@herefordshire.gov.uk