



Kington Town Council

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

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Minutes of the Town Council Meeting held on Monday 14th April 2025 at the Old Police Station, Market Hall Street, Kington

MEMBERS PRESENT

Cllr. P. Sell - Chair
Cllr. E. Banks
Cllr. B. Bishop
Cllr. E. Rolls
Cllr. R. Widdowson

IN ATTENDANCE

Liz Kelso – Town Clerk
Ruth Robinson – Assistant Clerk
1 members of the public
1 member of the press

Agenda

Item	Minute	
		To note apologies for absence, declarations of interest and requests for dispensation
1	055-25	Apologies were noted from Cllrs R. Banks, T. Bounds, N. Cornish, M. Fitton and M. Woolford. There were no declarations of interest and no requests for dispensation.
2	056-25	Minutes Meeting held 17th March 2025 The Minutes of the meeting held on 17 th March 2025, which had been previously circulated, were approved and the Chairman was authorised to sign the minutes as a true record of proceedings at that meeting.
3	057-25	Public Participation
	a)	Police Matters A representative from West Mercia Police was not in attendance but a report submitted was read by the Clerk.

b) Ward Councillor Report

Ward Councillor Terry James was not in attendance at the meeting.

c) Matters raised by members of the public in attendance

There were not items raised under this agenda item.

4 058-25 Mayor's Report

The Mayor's report, as attached to these Minutes, was noted, including a verbal report into the meeting to consider a proposal by the Royal British Legion to re-establish a branch in Kington

5 059-25 Clerk's Report

The Clerk's report, as attached to these Minutes, was noted.

6 060-25 Financial Matters

a) Payments

Payments totalling £4,304.84.00 (inclusive of VAT where applicable) as attached to these Minutes, were approved.

b) Preliminary Receipts and Payments account for year ended 31.3.2025

Members noted the preliminary unaudited receipts and payments account for the year ended 31.3.2025 and noted a report from the Clerk/RFO on arrangements for the internal and external audit processes for the year.

c) Earmarked reserves

Following the review of the review of the preliminary financial results for the year ended 31.3.2025, it was unanimously agreed that no changes were appropriate for earmarked reserves moving forward to the current financial year.

d) Expenditure on behalf of Kington Recreation Ground Trust

It was unanimously agreed that the following expenditure be agreed on behalf of Kington Recreation Ground Trust in accordance with the approved grant allocated to the Trust for 2025-2026:

- Transfer of £15,000 to Kington Recreation Ground Trust in support of salaries for 2025-6, and
- Urgent tree felling work within the Recreation Ground at a cost not to exceed £2,500

- 7 **061-25 VE Day**
Members noted that plans for VE Day celebrations were progressing with confirmed arrangements as per the attached poster. Local businesses are being encouraged to decorate shops as part of the celebrations.
- 8 **062-25 Armed Forces Day 2026**
The Mayor reported on a meeting regarding arrangements for Armed Forces Day which is to take place in Kington during the last week of June 2026 with events encouraged through the week culminating in an event on the last Saturday of the month. It has been suggested that a group be formed to plan for the week and that this be an agenda item for the next meeting. In the meantime, proposed plans for closure of the High Street by National Grid during that summer period would need to be clarified now so that activities can accommodate any disruption. The Clerk will contact National Grid for their proposals.
- 9 **063-25 Economic Development Plan for Kington**
Following the presentation to the town council by the consultants working for Herefordshire Council a final presentation is being proposed online to outline the final report before members formally confirm the plan at a later meeting. Several dates will be circulated and the Clerk will advise members when the meeting/presentation will be held.
- 10 **064-25 Civility and Respect Pledge**
It was agreed to defer this item to the next meeting.
- 11 **065-25 Flood Equipment Scheme**
Correspondence from Herefordshire Council on a Flood Equipment Scheme was noted. Concern was expressed at the potential ongoing costs from the short lifespan of the equipment so it was agreed not to submit an expression of interest for this scheme at this stage. It was however agreed that the Environment working group consider a flood plan going forward.
- 12 **066-25 Engaging with Kington Schools**
The Mayor outlined proposals to engage with Lady Hawkins School Council to support an understanding of local councils and to encourage younger people to engage with the Town Council. After some discussion during which issues such as learning objectives being identified, safeguarding and meeting expectations within local government procedural requirements, it was agreed to support the proposal in principal but to reconsider this in the school autumn term to enable sufficient time to plan how best the objectives can be achieved.

13 067-25 Reports from Committees

The following reports were noted:

- Planning & Environment Committee held on 7th April 2025
- Finance, Personnel & General Purposes Committee held on 31st March 2025

14 068-25 Reports from Councillors

The following items were noted under this agenda item:

- Proposals by a member of the public for a litter picking event
- Comment about the planting and maintenance of the town planters
- A report on potholes requiring attention
- Proposals by the environment working party to pursue a request for a 20mph zone through the town

15 069-25 Next meeting

The next meeting, which is the Annual Town Council meeting, will take place on Monday 19th May 2025 at 6.00pm in the Old Police Station, Market Hall Street. The Civility and Respect Pledge was requested as an agenda item for that meeting.

16 070-25 Exclusion of the public

It was 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).

17 071-25 Civic Awards 2024-5

Civic awards for the Community Award and Mayor's Award were agreed and will be presented at the Annual Town Meeting in May.

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



Mayor's Report : APRIL 2025

Activities since my last report:

Thursday 20/3: Held 2nd VE Planning Meeting. A good range of events now planned. See poster for details

Wed. 26/3: Attended the Chairman's of HC Reception at Plough Lane

Friday 22/3: Attended the Sydney Nolan Africa Exhibition at the Rodd

Saturday 5/4 Attended the making of the High Sherriff Service at the Cathedral and subsequent reception.

Tuesday 8/4 Participated in a workshop at the Oxford; *Putting Down Roots*, Looking at the future use and development of community links at this special venue

That evening, I attended the Parish Summit in Plough Lane. There was further discussion on the draft Parish Charter, Footpaths and HC Delivery Plan

Wed 9/4 Visited LHS to encourage nomination of a Young Persons Civic Award, a possible visit of their School Council to a Town Council Meeting in June and VE Day events

That evening, I attended a meeting at the Burton Hotel convened by Eardisley Royal British Legion to encourage Kington to re- establish a branch in the town.

Thurs 10/4 During the afternoon I attended the unveiling of a photograph recently found at the Museum capturing the 300th Anniversary of LHS. At that time the whole school dressed for an Elizabethan Pageant to celebrate their Foundress. The photograph is on display in the foyer of Cloud Nine, and worth looking at!

Monday 14th The Clerk and I met with Colonel Andy Taylor for initial discussions concerning Armed Forces Day 2026, when it is Kington's turn to host the event.

Philip J G Sell.
Mayor of Kington

Kington Town Council
Meeting held on Monday 14th April 2025
Clerk's Report

This report identifies activities of the Clerk since the last meeting other than those addressed elsewhere on the agenda or addressed by other Members as part of their report and includes some items which are for information only.

1. Councillor Vacancies

Councillors are reminded that we still have several vacancies that can now be filled by co-option. Please ask anyone who might be interested in serving their community to contact the Town Clerk for information on what the role entails.

2. Community Infrastructure Fund

The claim for funding via the Community Infrastructure Fund has been received £8 ,977.

3. Pavement damage

Emergency work in the High Street by Welsh Water on Sunday 2nd March was “repaired” by WW with tarmac rather than the replacement of the paving tiles which were originally installed under the Market Towns Funding Initiative two years ago. A formal complaint has been filed with Herefordshire Council/Balfour Beatty who have expressed similar dissatisfaction with the end result. HC/BBLP are to follow this up but given the lack of response in recent months, it will be followed up by the Clerk too.

4. Annual Town Meeting

As agreed at the last meeting, the Annual Town Meeting will take place on Wednesday 21st May at 7.00pm at the Burton Hotel. Members are reminded that items for the agenda for this meeting (which is a meeting of residents, not a meeting of the town council), need to be notified to the Clerk no later than ten days before the meeting. As agreed, voluntary groups working in and for Kington residents have been invited to attend to present a report on their work to the Town.

5. Complaint

A member of the public has lodged a complaint regarding discussions which allegedly took place at the Planning & Environment Committee last week. The member of the public has been invited to lodge a formal complaint in accordance with our complaints procedure, a copy of which is available on the website.

6. Bus Survey

Herefordshire Council transport department are currently conducting an online survey into the 461 bus service between Kington and Hereford in an attempt to gauge people's reasons for travel. The Clerk has asked why that survey wasn't formally brought to the attention of the town council nor why the town council's views weren't sought.

Kingston Town Council
Schedule of payments to be approved on 14th April 2025

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments now due							
1	HMRC	SO	Tax & NI due on March 2025 salaries		£ 887.35		£ 887.35
2	MidBorder News	BACS	Annual cost for Mid Border News Item	FC 028-25	£ 1,000.00		£ 1,000.00
3	Acer Tree Services	BACS	Tree works - Churchyard	FC 031-25	£ 525.00	£ 105.00	£ 630.00
4	Amazon EU	BACS	Stationery		£ 79.01	£ 15.82	£ 94.83
5	Amazon EU	BACS	Stationery		£ 9.99	£ 2.00	£ 11.99
6	DV Watkins	BACS	Rec Grant - Maintenance toilet block		£ 153.10	£ 30.62	£ 183.72
7	BOSS	BACS	Printing & photocopying		£ 76.49	£ 15.30	£ 91.79
8	Riattas Business Solutions	BACS	Annual software licence		£ 203.00	£ 40.60	£ 243.60
9	KBS	BACS	Rec Grant - Consumables		£ 43.94	£ 8.79	£ 52.73
10	Unity Bank	DD - 30.4.2025	Bank Charges		£ 8.10		£ 8.10
11	Pilip Edwards Electrical	BACS	Defibrillator installation		£ 298.10	£ 59.64	£ 357.74
12	Lloyds Bank	DD - 16.4.2025	Credit card charges - Printer		£ 161.32	£ 31.67	£ 192.99
13	Vision ICT	BACS	Annual email hosting charge		£ 300.00	£ 60.00	£ 360.00
14	Herefordshire Council	BACS	Office Rental - May		£ 190.00		£ 190.00
15	Kingston Recreation Ground trust	BACS	Grant payment		£ 15,000.00		£ 15,000.00
			Total payments this month excluding salaries		£ 18,935.40	£ 369.44	£ 19,304.84

FOR INFORMATION

Total of payments made through grants received:							
Total of payments made as a grant							
	Rec Grant				£ 197.04	£ 39.41	£ 236.45
							£ -
							£ -
Total salaries (net) paid March 2025							
					£ 3,521.08		

Kington Town Council

Summary Receipts and Payments for Year Ended 31st March 2025

Last Year Ended 31st March 2024		Current Year Ended 31st March
	Operating Income	
120,125.22	General Income	137,861.53
8,269.81	VAT Data	6,964.78
128,395.03	Total Receipts	144,826.31
	Running Costs	
76,657.98	Administration	80,229.60
18,532.21	Recreation Ground	25,175.62
7,185.00	Churchyard	5,973.00
19,235.49	Projects	18,340.36
6,964.78	VAT Data	8,776.35
128,575.46	Total Payments	138,494.93
	Receipts and Payments Summary	
183,126.01	Opening Balance	182,945.58
128,395.03	Add Total Receipts(As Above)	144,826.31
311,521.04		327,771.89
128,575.46	Less Total Payments(As Above)	138,494.93
182,945.58	Closing Balance	189,276.96
	These cumulative funds are represented by:	
114,819.87	Current Bank A/c	119,400.72
2,082.73	Unity Trust 5108	2,046.73
66,042.98	Unity Trust 4143	67,829.51
182,945.58		189,276.96
	Reserve Balances are represented by:	
-180.43	Current Year Fund	6,331.38
84,126.01	General Reserves	83,945.58
78,000.00	EMR Recreation Ground	78,000.00
1,000.00	EMR Projects - War Memorial	1,000.00
15,000.00	EMR Projects - Christmas Light	15,000.00
5,000.00	EMR Projects - Churchyard	5,000.00
182,945.58		189,276.96

Signed : _____ (Chairman) _____ (RFO)