



Kington Town Council

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

Telephone 01544 239098 Mobile: 07483 914 485

email: clerk@kingtontowncouncil.gov.uk

Minutes of the Town Council Meeting held on Monday 21st July 2025 at the Old Police Station, Market Hall Street, Kington

MEMBERS PRESENT

Cllr. P. Sell - Chair
Cllr. E. Banks
Cllr. B. Bishop
Cllr. N. Cornish
Cllr. M. Fitton

Cllr. J. Gardner
Cllr. E. Rolls
Cllr. R. Widdowson
Cllr. M. Woolford

IN ATTENDANCE

Liz Kelso – Town Clerk
Ruth Robinson – Assistant clerk
1 member of the press
17 members of the public
Cllr. T. James, Ward Councillor, Herefordshire
Council

Agenda

Item	Minute
------	--------

- | | | |
|----------|---------------|---|
| 1 | 110-25 | To note apologies for absence, declarations of interest and requests for dispensation
Apologies were noted from Cllrs R. Banks, & T. Bounds. Cllrs. N. Cornish & M. Woolford declared a prejudicial interest in agenda item 7, planning matters, due to the proximity of the proposed development to their homes. Cllr. P. Sell declared a personal interest in the same agenda item living in the vicinity of the proposed development. There were no requests for dispensation. |
| 2 | 111-25 | Minutes
Meeting held 16th June 2025
The Minutes of the meeting held on 16 th June 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. |

7 112-25 Planning Matters

Due to the number of members of the public in attendance for agenda item 7, Planning Matters, it was agreed that this agenda item be taken out of sequence from the agenda.

Cllr. N. Cornish and Cllr. M. Woolford, having declared a prejudicial interest, left the room for this agenda item.

- Ref: 251919
Site: Land off Kingswood Lane, Kington
Dev: Outline planning application for up to 110 residential dwellings, public open space, ecological mitigation, drainage and other ancillary works. All matters reserved except for access with access to be provided from Kingswood Road.

The Mayor explained to members of the public in attendance that the town council would form their response to the planning application but as they were not the planning authority, their views would not carry any more weight than submissions by members of the public so encourage everyone to forward their own views and comments to Herefordshire Council. Councillors then gave their own views and comments from members of the public were considered.

In due course, it was proposed by Cllr. E. Banks and seconded by Cllr. E. Rolls that the town council submit an objection to the proposed development on the following grounds:

- That Kingswood Road as an access to the proposed development was considered inappropriate on the grounds that the road is too narrow for the likely volume of traffic, particularly at the junction with Headbrook, representing an unacceptable risk to road users and those living in the immediate vicinity; and
- Historically other planning applications along Kingswood Road have been refused as access has been considered inappropriate for the predicted additional use and flooding on the junction with Headbrook
- The proposals represent an overdevelopment of the site

On a vote, the resolution was declared carried.

- 3 113-25 Public Participation**
- a) Police Matters**
There was no representative from West Mercia Police in attendance at the meeting and no report had been provided
- b) Ward Councillor Report**
Ward Councillor Terry James' verbal report was noted including comment regarding funding availability for the pedestrian crossing opposite the primary school.
- c) Matters raised by members of the public in attendance**
Representatives from the Chamber of Trade in attendance at the meeting raised issues regarding the state of the toilets in the Place de Marines, repairs to the Market Hall building not being completed, street sweeping in Kington, the poor state of the Tavern roundabout and the art work for the coach house.
- 4 114-25 Mayor's Report**
The Mayor's verbal report was noted.
- 5 115-25 Clerk's Report**
The main items from the Clerks report were separate agenda items so reported separately. Members noted a reminder of the current vacancies on the town council and were encouraged to ask potential town councillors to contact the Clerk.
- 6 116-25 Financial Matters**
- a) Payments**
Payments totalling £9,558.20 (inclusive of VAT where applicable) as attached to these Minutes, were approved.
- b) Receipts since the last meeting**
Market income totalling £840.00 was noted.
- c) Financial examiner role**
Cllr. Buzz Bishop, having indicated a willingness to act, was duly appointed financial examiner for the current financial year.
- 7** Planning matters, agenda item 7, were dealt with earlier in the meeting and Minutes from that section appear as reference FC 112-25

8 117-25 Town Council committees

Additional members to town council committees (in addition to those elected at the Annual Council meeting on 19th May 2025) were elected as follows:

- Planning & Environment Committee
 - Cllr. B. Bishop
- Finance, Personnel & General Purposes Committee
 - Cllr. B. Bishop
 - Cllr. J. Gardner
 - Cllr. M. Fitton
- Scrutiny Committee
 - Cllr. B. Bishop
- Recreation Ground Management Group
 - Cllr. B. Bishop

b) Committee terms of reference

It was resolved that the terms of reference of the following committees be amended to reduce the quorum for committee meetings from 5 to 4 members:

- Planning & Environment Committee
- Finance, Personnel & General Purposes Committee
- Scrutiny Committee

9 118-25 Economic Development Plan Feasibility Study

After due consideration, members resolved to accept Herefordshire Council's Economic Development Plan for Kington Feasibility Study as presented to the meeting.

10 119-25 Armed Forces Day 2026

Having recently attended the Hereford Armed Forces Day for 2025, the Mayor reported that he now had a number of contacts with groups and individuals who can help with Kington's hosting of Armed Forces Day in 2026. It was agreed that the following be formed into a working party to work on plans for the event with a view to presenting proposals to a later meeting of full council for approval/progressing:

- Cllr. P. Sell
- Cllr. M. Woolford
- Cllr. E. Banks

Other organisations or individuals can be included in the working party as plans take shape.

11 120-25 Reports from Committees

The following committee reports were noted@

- Planning & Environment committee held on 7.7.2025
- Finance, Personnel & General Purposes committee held on 7.7.2025, and
- Finance, Personnel & General Purposes committee held on 14.7.2025

12 121-25 Reports from councillors

Under this agenda item members noted a report on a visit by the High Sherrif to Open Arms Kington, comments about vegetation on road junctions in Kington, graffiti on a wall, a request for guidance on funding for churches and a proposal for painting of the hoarding panels on the Coach House to be presented to a later meeting.

13 122-25 Staffing Review

It was agreed that an additional meeting be held on Monday 4th August at 6.00pm to cover agenda items required before the next scheduled full council meeting and in particular to discuss the recommendations of the staffing review.

14 123-25 Next meeting

The next full council meeting will take place on Monday 15th September 2025 at 6.00pm in the Old Police Station, Market Hall Street. Members also noted a meeting of the Town Council as trustee of Kington Recreation Ground Trust on Monday 28th July 2025 at 4.00pm in the Old Police Station, Market Hall Street.

Kington Town Council

Schedule of payments approved July 2025

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments made since the last meeting							
54	The Burton Hotel	BACS	Room Hire - Annual Town Meeting		£ 199.17	£ 20.83	£ 220.00
57	HMRC	BACS -16.7.2025	Tax & NI on June salaries		£ 1,072.00	£	£ 1,072.00
Payments now due							
58	KBS	BACS	Rec Grant - consumables		£ 37.58	£ 7.52	£ 45.10
59	Mayglothing	BACS	Rec Grant - maintenance of toilet block		£ 202.00	£ 40.40	£ 242.40
60	Countrywide Grounds Maint.	BACS	Rec Grant - Grass cutting		£ 529.71	£ 105.94	£ 635.65
61	Border Office Supplies	BACS	Printing & photocopying costs		£ 35.23	£ 7.04	£ 42.27
62	Amazon Business	BACS	Stationery purchases		£ 48.18	£ 9.65	£ 57.83
63	Gareth Evans	BACS	Churchyard grass cutting		£ 680.00		£ 680.00
64	Stephen Kuhle	BACS	Rec Grant - Removal of items from cottage		£ 50.00		£ 50.00
65	Vision ICT	BACS	Annual website host charge		£ 193.50	£ 38.70	£ 232.20
66	J&P Turner	BACS	Monthly planter support		£ 600.00	£ 120.00	£ 720.00
67	Andrew Pickup Forestry	BACS	Tree Safety survey		£ 1,200.00	£ 240.00	£ 1,440.00
68	Lloyds Bankk plc	DD - 6.7.2025	Credit card - charges + ICO		£ 55.00	£	£ 55.00
69	DR Edwards Associates Ltd.	BACS	Rec Grant - Survey of Cottage		£ 775.00	£	£ 775.00
70	Herefordshire Council	BACS	Office Rental - August		£ 190.00	£	£ 190.00
71	Kington Building Supplies	BACS	Rec Grant - Repair materials		£ 38.61	£ 7.72	£ 46.33
72	Unity Bank	DD - 31.7.2025	Bank charges		£ 8.40	£	£ 8.40
73	Owen Whittall	BACS	Rec Grant - tree removal		£ 1,620.00	£ 324.00	£ 1,944.00
74	HMRC	BACS	Tax & NI on July salaries - due 16.8.2025		£ 1,071.80	£	£ 1,071.80
75	KBS	BACS	Rec Grnt - Repair materials		£ 25.18	£ 5.04	£ 30.22
			Total payments this month excluding salaries		£ 8,631.36	£ 926.84	£ 9,558.20

FOR INFORMATION

Total of payments made through grants received:

Total of payments made as a grant

Total paid as salaries (net) - June 2024