



# Kington Town Council

The Old Police Station, Market Hall Street, Kington, HR5 3DP  
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## **Minutes of the Finance, Personnel & General Purposes Committee Meeting** Held on Monday 12<sup>th</sup> January 2026 at the Old Police Station, Market Hall Street, Kington

<b>PRESENT</b>	<b>IN ATTENDANCE</b>
Cllr. R. Banks - Chair	
Cllr. E. Banks	Liz Kelso – Town Clerk
Cllr. B. Bishop	Ruth Robinson – Assistant clerk
Cllr. M. Fitton	
Cllr. P. Sell	
Cllr. M. Woolford	

### Agenda

#### Item

F&GP 001-26	1 <b>Apologies, declarations of interest and requests for dispensation</b> Apologies were noted from Cllrs. J. Gardner and E. Rolls. There were no declarations of interest and no requests for dispensation.
F&GP 002-26	2 <b>Minutes</b> <b>Meeting held on 1<sup>st</sup> December 2025</b> The Minutes of the meeting held on 1 <sup>st</sup> December 2025, which had been previously circulated, were approved and the chair authorised to sign as a true record of proceedings at that meeting.
F&GP 003-26	3 <b>Financial matters</b> a) <b>Financial report for period to 31.12.2025</b> The financial report for the period to 31.12.2025 was noted with no matters of concern raised.  b) <b>Asset Disposal</b> It was noted that this had not yet been actioned although it was agreed that a redundant laptop would be disposed of as it was non functional. Items would initially be offered to voluntary groups or charities.

- c) **Bank Signatories**  
It was confirmed that Cllr. M. Woolford has now been added to the list of signatories for the town council bank accounts.
- d) **Draft Budget for Kington Recreation Ground Trust**  
Members noted the draft budget for Kington Recreation Ground Trust and that an amendment to the budget would be required to reflect council tax liability for the cottage. Subject to this amendment, it was agreed that the draft be put to the Town Council as Trustee for the Recreation Ground Trust for approval.
- e) **Draft Budget for Kington Town Council**  
Members considered the draft budget as submitted, noting that information received on a potential transfer of responsibilities from Herefordshire Council to the town council could, if agreed, increase operating costs in the region of £30,000 p.a. It was agreed that these costs be added to the draft budget to enable the town council to continue negotiations with Herefordshire Council on this project. Subject to these amendments, it was agreed that the draft budget be put to full council at the meeting on 19<sup>th</sup> January.

F&GP 004-26

- 4 **General Purposes**
  - a) **Buildings currently occupied by the Town Council and such other buildings that can be determined as Community Assets**  
It was noted that planning consent for the repair work on the Market Hall has now been given.
  - b) **Provision for young people**  
There was nothing to report under this agenda item
  - c) **Public Toilets**  
As noted at the last meeting the option to take over responsibility for the public toilets in Kington will be discussed by full council on Monday 19<sup>th</sup> January. Full terms of the possible transfer are not yet available although historic running costs have now been provided.
  - d) **Tourism and Tourist Information Centre**  
It was reported that a new Visit Kington website has been created, funded through a grant from the Herefordshire BID, and a staff member identified to promote Kington as a destination.
  - 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**  
It was reported that Open Arms Kington are currently seeking additional directors to support their functions going forward
  - g) **Markets**  
There was nothing to report under this agenda item although members noted the success of the Winter Food Festival.

F&GP 005-26

5 **Personnel Matters**

a) **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)

b) **Staffing matters**

Members noted the resignation of the Town Clerk. This will be reported to full council at the meeting on 19<sup>th</sup> January to seek authority to begin the recruitment process. A working party consisting of Cllrs. P. Sell, M. Woolford, E. Banks, R. Banks and B. Bishop was provisionally agreed to progress the recruitment.

F&GP 006-26

6 **Date of next meeting and items for the agenda**

The next meeting will take place on Monday 23<sup>rd</sup> February 2026 at 5.00pm. Progress on recruitment for a town clerk was identified as an agenda item.

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

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Chairman

Date: \_\_\_\_\_