

Minutes of the Full Council Meeting

Monday 20th July 2026
6.00pm
at the Old Police Station, Market Hall Street, Kington.
HR5 3DP

PRESENT

Cllr. M. Woolford – Chair
Cllr. R Banks
Cllr. B. Bishop
Cllr. N. Cornish
Cllr. R. Morgan
Cllr. E. Rolls
Cllr. P. Sell
Cllr. R. Widdowson

IN ATTENDANCE

Ruth Robinson – Assistant Clerk
PC Steve Thomas of West Mercia
Police

3 members of the public

Agenda item	Minute
1	FC 110-26 Apologies, Declarations of Interest and Requests for Dispensation Apologies were accepted from Cllr. E. Banks and Cllr J. Gardner. There were no requests for dispensation.
2	FC 111-26 Minutes Minutes of the meeting held on 15.6.2026 were approved and the Chair was authorised to sign the Minutes as a true record of proceedings.
3	FC 112-26 Public Participation: a) Police matters: Pc Steve Thomas introduced himself. Nothing of note to report, and no concerns raised in recent surgeries. b) To receive the ward councillors report: Apologies from Ward Councillor T James were noted and no report was therefore available.

c) **To receive matters raised by members of the public present:**

It was reported that the cast iron kissing gate below Rock Cottage, Kington is to be repaired within the fortnight and that HCC are going to update KTC when work on the footpath at this location is to begin.

To receive a report from Kington Chamber of Trade:

d)

Chamber of Trade representatives reported that they had received complaints regarding visibility for traffic leaving Kington Surgery because of the verge growth at the junction. Cllr M Woolford reported that he would raise issue with the Ward Councillor.

Chamber of Trade representatives reported that they would like local landmarks rather than individual businesses to be the focus of the entry signage for the town. Noted by all and raised as agenda item on next Planning and Environment Committee meeting scheduled 7.9.26.

4 FC 113-26 Mayor's Report

The Mayor's report and an appendix, as attached, was noted.

5 FC 114-26 Clerk's Report

The Clerk's report, as attached, was noted

6 FC 115-26 Financial Matters:

a) To approve payments as now due:

Payments totalling
£13,312.32 (inclusive of VAT where applicable) as attached to the
Minutes were approved

RESOLVED: That the payments totalling £13,312.32 be approved

b) To note receipts, if any, since the last meeting

None to note.

c) To consider and agree the Detailed Receipts and Payments to 30.6.26

RESOLVED: That the detailed receipts and payments to 30th June 2026 be approved.

d) To note and approve the Bank Reconciliation Current Account to 30.6.26

RESOLVED: That the bank reconciliations Current Account to 30th June 2026 be approved.

- e) To note and approve the Bank Reconciliation Saving Account to 30.6.26

RESOLVED: That the bank reconciliations Saving Account to 30th June 2026 be approved.

- 7 **FC 116-26** **Update on proposal for the asset transfer of Kington Public Toilets from Herefordshire Council to Kington Town Council:**
- RESOLVED:** That line items be made available regarding the running cost of the asset, and Cllr M Woolford and the clerk to obtain further details regarding contract with cleaning staff, and a timeline for the outstanding maintenance work to be carried out by HCC, to be considered at Planning and Environment Committee meeting when available.
- 8 **FC 117-26** **To consider and adopt the Model Informal Resolution Protocol (IRP) amendments to the Arrangements for dealing with Code of Conduct complaints:**
- RESOLVED:** Councillors agreed to adopt the Protocol amendments.
- 9 **FC 118-26** **To note reports from committees:**
a) **Planning and Environment Committee held on 6th July 2026:**
- Cllr M Woolford reported changes to planning procedure in that KTC can only comment once on a planning application so full comments with reasons should be included as first response to application going forward.
- 10 **FC 119-26** **Information only item: Reports from Councillors**
- Cllr P Sell reported that he had received some positive feedback regarding Armed Forces Day: Two different town mayors had complimented and tone of the event, and that Lady Hawkin's School deserve congratulations on their preparation and work carried out with the students for the event.
- 11 **FC 120-26** **Items for the next Agenda and date and time for next meeting: Monday 21st September 2026 – 6pm at The Old police Station, Market Hall Street, Kington HR5 3DP.**
- Christmas Lights

Mayor's Report

Meet the new Chief Executive Mayor's Report July 2026

Since the last meeting I have undertaken the following:

1. A meeting with members of the Festival committee regarding concerns raised around the wheelbarrow race.
2. I have been informed that the public realm works to pavements etc in Mill street and Church St are to take place between 3rd and 14th Aug, I have re informed the council that the Vintage Show is the weekend of the 18th and that there will be lots of vehicles using The High Street and Mill street from the Wednesday before.
3. I attended a Mayors meeting in Plough Lane. There was a presentation by Goal17 global a company employed by Herefordshire to help the voluntary sector. Their details can be found at goal17.global . Met the new Chief executive, Paul Sumner who expects to visit town councils during September. There have been issues with the new reporting Portal which has been resolved. It was stressed that to get feed back you need to have an account and log in. An interesting informal discussion was had with other towns Mayors and Clerks,
4. I attended the Parish summit in the evening of 14th. Whilst it dragged on a little there were a few points worth noting, 1. **Electoral reform** , Herefordshire retains its 53 wards with a few boundary changes. Kington not affected. It is likely that Herefordshire will become part of a larger Mayoral authority, probably combined with Worcestershire and maybe Warwickshire. This is still to be decided. 2 **Budget update**, Basically the council has to make around £20 million savings each year. Warning was given that there could be no guarantee that the Lengthsman scheme would continue in 2027. 3 **Highways and Public Realm**. As you can imagine there was a lot of talk about pot holes! However the way in which the contractor is paid has changed and they only get money once each job has been checked, There will be no increase in Litter bins for Parishes a point strongly made. There are up to £5000 grants to support footpaths etc 4. **Planning**. New government changes mean that many more planning applications will be dealt with by officers and not go to committee. The appeals system is being streamlined with more written appeals. IT WAS MADE CLEAR THAT PARISHES SHOULD OUTLINE IN MORE DETAIL THEIR REASONS FOR SUPPORTING OR OBJECTING TO APPLICATIONS AS THERE WILL BE NO FURTHER OPPORTUNITY TO COMMENT. 5. **Parish Charter**. We were reminded that there are time frames set within the Charter and if there is a lack of or slow response then they should be reminded of the Charter commitments,
5. A meeting was held with the chair of the Chamber of Trade to discuss signage to and around the town.
6. Met Open reach representatives, with other councillors, (Bob and Philip) to discuss the changes to telephone and broadband service into Kington. The first phase of work should be completed by end Sept and Hergest Road is next area of work should be.

Martin Woolford 16th July 2026

KINGTON TOWN COUNCIL
Meeting held on Monday 20 July 2026
Agenda item 5: 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. Actions undertaken

- Armed Forces Day
 - Several dignitaries have been in contact thanking Cllr Phillip Sell and the Council for delivering such an auspicious event on behalf of Herefordshire

2. 20mph Traffic Regulation Order

Cllr J Lester, on 25th June 2026, has confirmed that the Traffic Management Team of Herefordshire Council, has accepted the TRO application that the town council have submitted.

In line with process this will be added to the list for review, which takes place annually.

Schedule of payments approved 20 July 2026								
Voucher #	Payee	Payment type:	Detail		Minute Ref.	Net	VAT	Total Payment
Payments made since the last meeting								
58	Waste Managed Ltd	DD	KRT - Rubbish Removal			£ 39.38	£ 9.84	£ 49.22
59	Waste Managed Ltd	DD	KRT- Bin Delivery			£ 81.60	£ 20.40	£ 102.00
60	Unity Bank	DD	Service Charge			£ 9.85	£ -	£ 9.85
								£ -
								£ -
61	Kington Building Supplies	BACS	H&S Clothing; Waterproof trousers; Gloves; Hi Vis Jacket			£ 79.47	£ 15.90	£ 95.37
62	Barrington Print Ltd.	BACS	Armed Forces Day Banners; 1x Public Convenience; 1x AFD Banner	AFD		£ 70.00	£ 14.00	£ 84.00
63	J & P Turner	BACS	To supply goods and services for the town planters and baskets			£ 2,890.00	£ 578.00	£ 3,468.00
64	J & P Turner	BACS	Maintenance of planters to 31 May 2026			£ 650.00	£ 130.00	£ 780.00
65	Kington Tourist Group	BACS	Kington Tourist Group- Support for tourism in Kington - Grant Payment	Grant		£ 2,500.00	£ -	£ 2,500.00
66	Mayglothing Waste Management	BACS	Jetting Unblocking Drains - Recreation Ground Trust	KRT		£ 225.00	£ 45.00	£ 270.00

67	Herefordshire Council - Recreation Ground Cottage	BACS	Council Tax Adjustment - Monthly Payment	KRT		£ 336.67	£ -	£ 336.67
68	Space Mobiles Ltd	BACS	Toilets for Armed Forces Day	AFD		£ 184.00	£ 36.80	£ 220.80
69	Kington Building Supplies	BACS	Mop; Cleaning Fluid; Bin Liners; Toilet Rolls	KRT		£ 58.93	£ 11.79	£ 70.72
70	Darren Fellows	BACS	HWS Pest Control Recreation Ground Trust Land	KRT		£ 140.00	£ 28.00	£ 168.00
71	KTC HMRC	BACS	KTC - HMRC Due for June salaries			£ 825.60	£ -	£ 825.60
72	KRT- HMRC	BACS	KRT - HMRC Due for June salaries	KRT		£ 20.00	£ -	£ 20.00
73	Amazon	BACS	High Viz Vests - Armed Forces Day	AFD		£ 25.80	£ 5.16	£ 30.96
74	Gazon Vert	BACS	KRT- Hard Surface Weed Treatment	KRT		£ 360.00	£ -	£ 360.00
75	AP Forestry Ltd	BACS	KRT - Tree Survey & Report for Crooked Well Meadow	KRT		£ 350.00	£ 70.00	£ 420.00
76	Burgoynes Marquees Ltd	BACS	AFD - Main Marquee	AFD		£ 620.00	£ 124.00	£ 744.00
77	Kington Building Supplies	BACS	KRT- Bin Security- Long Chains; padlocks; gripper gloves	KRT		£ 84.62	£ 16.93	£ 101.55
78	Border Office Supplies & Systems Ltd.	BACS	Photocopier Service Charge - 29/04/2026-26/06/2026			£ 63.01	£ 12.60	£ 75.61
79	Waste Managed Ltd	BACS	Crooked Well Meadow - Waste Removal	KRT		£ 43.98	£ 8.80	£ 52.78
80	Ludlow Concert Band	BACS	Services for AFD 27 June - Kington	AFD		£ 150.00	£ -	£ 150.00

81	Amazon	BACS	Stationery - Ream A4 photocopying Paper - Green Paper			£ 8.65	£ 1.73	£ 10.38
			32Ft Red White & Blue Party Decorations - Union Flag Triangle Garland	AFD		£ 11.66	£ 2.33	£ 13.99
			Photocopying Paper- Box			£ 14.99	£ 3.00	£ 17.99
			32Ft Red White & Blue Bunting Union Flag Pennant Coronation Triangle Flag	AFD		£ 23.32	£ 4.66	£ 27.98
			Photocopying Paper - Box			£ 18.82	£ 3.76	£ 22.58
			32Ft Red White & Blue Banner decorations	AFD		£ 23.32	£ 4.66	£ 27.98
			Shipping & VAT			£ 8.32	£ 1.66	£ 9.98
82	Burton Hotel		Room Hire AFD Speaker	AFD		£ 200.00	£ -	£ 200.00
83	Arrow Plant & Tool Hire	BACS	KRT- Repair - Stihl strimmer -	KRT		£ 43.26	£ 8.65	£ 51.91
84	Kington Building Supplies	BACS	Mortice Lock; heavy duty knife blades	KRT		£ 34.38	£ 6.88	£ 41.26
85	Chapel Road Enterprise Ltd	BACS	Quicksips Recycling	KRT		£ 425.00	£ 85.00	£ 510.00
86	Kington Building Supplies	BACS	Disposal Grip Gloves; Disposable Coverall	KRT		£ 17.06	£ 3.42	£ 20.48
87	Kington Farm Supplies	BACS	Strimmer Line	KRT		£ 13.44	£ 2.69	£ 16.13
88	Quick Skip Recycling	BACS	Skip for Cottage rubbish clearance	KRT		£ 425.00	£ 85.00	£ 510.00

89	Mayglothing Waste Management	BACS	09/07/2026 Jetting unblock drains; Fuel Escalator	KRT		£ 223.00	£ 44.60	£ 267.60
90	Herefordshire Council	BACS	Office Rent 01.08.2026-31.08.2026			£ 190.00	£ -	£ 190.00
91	Fingers and Folks Sunnybank Farmhouse	BACS	Catering provided for Armed Forces Day	AFD		£ 500.00	£ 100.00	£ 600.00
			Total payments this month excluding salaries			£ 11,857.30	£ 1,455.02	£ 13,312.32
FOR INFORMATION								
Total of payments made through grants received:								
Total of payments made as a grant								
Total paid as salaries (net) - June 2026								£ 3,071.17