

Minutes of the Planning & Environment Committee

Monday 7th September 2026

6.00pm

at the Old Police Station, Market Hall Street, Kington

PRESENT

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

IN ATTENDANCE

Michael Greenfield – Clerk
Ruth Robinson – Assistant Clerk

Agenda item

Minute

- 1 P&E 046-26 To receive apologies, declarations of interest and requests for dispensation**

No apologies received.

Cllr. P. Sell declared a personal interest in agenda item 4(c) (Allotments) and agenda item 4(e) (Churchyard Maintenance).

Cllr E. Banks declared a personal interest in agenda item 4(e) (Churchyard Maintenance)
- 2 P&E 047-26 To approve the minutes of the meeting held on 6th July 2026**
RESOLVED: That the Minutes of the meeting held on 6th July 2026 be approved, and that the chairman of the meeting be authorised to sign them as a true record of the proceedings.
- 3 P&E 048-26 Planning and Licensing Matters:**
a) P262393/K
Land adjacent to The Cottage, Prospect Lane, HR5 3FN.
Twin stemmed holly to be felled.
RESOLVED: No objections.

P262489/PDV

Church Street, Kington.

Notification of proposed removal of payphone service from kiosk

Noted

b) To note any planning enforcement action

Noted: No enforcement action to note.

**c) To note planning decisions by Herefordshire Council, Kington
Weekly list since the last meeting**

P261512/F

37, High Street, HR5 3BJ.

Change of Use. Approved with conditions.

P261228/FH

Castle Hill House,

5, Church Road, HR5 3AG.

Home Gym. Approved with conditions.

P261259/L

Kington Market Hall,

HR% 3AL. Listed Building Consent.

P262043/XA2

Lady Hawkins School, park View. HR5 3AR

Construction of classroom and vertical platform.

Approved.

P261392/L

37, High Street, Kington. HR5 3BJ.

Change of Use.

Approved with conditions.

Noted with councillors commenting that the council's Bio-diversity Policy to be issued with every planning application.

**ii) To note Herefordshire Council's changes to planning processes
(Summit Development Management Slides)**

Noted: With the Committee expressing concerns regarding the new arrangements and the lack of accountability and engagement with local resident. Members also noted that there was no provision in the process to allow comment from the Council in the event of an appeal.

4 P&E 049-26 Environmental Matters:

a) High Street

- i) To decide on Proposed Waiting Bays – Church Street, Kington
The Committee discussed various options including whether

- Waiting times could be extended to 30 minutes?
- Is the introduction of the Waiting Bays dependent on the 20mph zones proposed by the council?
- Whether one side of the road could be a Waiting Zone, as having both sides reduces the width of the road and could affect large vehicles, such as farming machinery.

The clerk to contact Herefordshire Council in relation to the queries.

RESOLVED: That further information is required and the decision is deferred to the next meeting.

b) Planters and Floral Displays

It was commented that the floral display across the town was looking good. With the expectation that bulbs would be planted for the autumn period.

c) Allotments

Cllr. P Sell reported that there are currently vacant allotment plots, and they are keen to have new allotment holders on site. The vacancies will be advertised by the council.

There is an Annual General Meeting planned for 14th October 2026.

d) Footpath and Highway Matters

i. To note Kington Market Town Funding and associated works

Cllr Woolford commented that work was progressing and that there had been good communication with the contractor.

ii. To receive an update from the Working Party on signage for Kington

Cllr Woolford updated the committee on the work of the Working Party.

The Chamber of Trade has been involved with the discussions on signage and have identified locations for signs in Kington. The costs for the signs to be taken from the Market Town Funding as there is £43,166.78 remaining in the budget.

iii. To consider and decide on recommendations from the Working Party

Cllr Woolford to provide copies of the signage mock-up to the Clerk, to be circulated to members of the committee.

iv. To consider and decide on a response to Buses4Us

RESOLVED: That the Clerk is to write to Sergeants Brothers Bus Company, Herefordshire, with queries raised in the correspondence from Buses4US.

e) Churchyard Maintenance

To consider and decide on quote for tree work.

[Item 4e Quote tree 391 Churchyard 24.8.26.pdf](#)

RESOLVED: That a second quote be provided

[Item 4e Tree work schedule Churchyard Tree survey May 2025.pdf](#)

RESOLVED: That a second quote be provided

It was noted that, at the Planning and Environment meeting on 11th May members were made aware of a large dead tree in the churchyard. It was requested that quotations be obtained to deal with its removal.

f) Litter and Pavement Sweeping

Councillors raised concerns regarding a local retailer, J-Mart, who sells sandbags, with some of them having split. There is concern that the sand could go into the drainage systems.

Councillors have already visited the store and had conversations with the staff, but the sand has not been cleared away.

RESOLVED: That the clerk writes to the J-Mart shop manager requesting that the sandbags be cleared and stored correctly.

To consider and decide on quotes for dog waste bins

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

g) Update on Proposal for 20mph zone in Kington

Cllr Woolford reported that the proposal has been received by HCC and will be considered at their annual review.

h) Proposal for a 40mph on A4111 outside Kington Medical Centre

It was commented that Kington Rural had written to Herefordshire Council requesting a similar speed reduction.

RESOLVED: That the Chairman writes to Herefordshire Council requesting a speed reduction.

i) Emergency Plans

RESOLVED: That the Working Party be convened to develop an Emergency Plan. The plan could also include 'Cooling Centres' which are venues that individuals could shelter at, in the cases of extreme heatwaves.

**5 P&E 050-26 Public Realm Funded works update
NOTED.**

6 P&E 051-26 Date and Time of next meeting:
Monday 5th October 2026 at 6pm.
Items for the next agenda.

To consider further quotations for tree work in the Churchyard.

DRAFT