

Members of the Council you are
hereby summoned to attend a meeting of

Kington Town Council

to be held on **Monday 19th May 2025** at 6.00pm

at The Old Police Station, Market Hall Street, Kington HR5 3DP
for the purpose of transacting the following business.

Agenda

1. To elect the Mayor of Kington for the forthcoming year
2. To receive apologies for absence
3. To note declarations of interest and consider requests for dispensation
4. To co-opt a new town councillor to fill a current vacancy
5. To elect a Deputy Mayor of Kington for the forthcoming year
6. Minutes: To agree the Minutes of the meeting held on [14th April 2025](#)
7. Public participation:
 - a) To receive the police report
 - b) To receive the Ward Councillors Report
 - c) To receive questions from members of the public present
8. To note Mayor's report
9. To agree appointments to the following committees:
 - a) Finance, Personnel & General Purposes
 - b) Planning and Environment
 - c) Scrutiny
10. To agree meeting schedule for forthcoming year
11. To agree council representatives on the following outside bodies:
 - a) Kington United Charities
 - b) Lady Hawkins
 - c) Kington Festival Association
 - d) Kington Museum
 - e) Kington Chamber of Trade
 - f) Kington Tourist Group
 - g) Kington Twinning Association
 - h) KLEEN
 - i) Kington Allotment Association
12. Clerk's Report
13. Financial Matters
 - a) To consider grant request from Kington Tourist Group for £2,500.00
 - b) To consider request for community grant from Catcher Media for £500.00
 - c) To approve payments as now due
 - d) To note receipts since the last meeting
 - e) To note and agree recurring payments made via direct debits or standing orders
 - f) To review and confirm/agree bank signatories for the Town Council accounts
 - g) To appoint a financial examiner for the year
 - h) To note and agree asset register as at 31.3.2025

14. To confirm adoption of the following policies:
 - a) [Code of Conduct](#)
 - b) [Standing Orders](#)
 - c) [Financial Regulations](#)
15. To consider adoption of Herefordshire Parish Charter
16. To consider subscription to Rural Market Town Group of the Rural Services Network at a cost of £105.00 (+VAT) for the year
17. To consider adoption of Civility and Respect Pledge
18. Information only item: Reports from councillors
19. Update on Annual Town Meeting
20. Items for the next agenda
21. Exclusion of the press and public
To consider the resolution that due to the confidential nature of the business of the next agenda item, that members of the public be excluded from the following two agenda items in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 (3)
22. Staff matters

Issued by:
Liz Kelso, Clerk, Kington Town Council
Tel: 01544 239098 or mobile: 07483914485
Email: clerk@kingtontowncouncil.gov.uk

12.5.2025

Members of the public are welcome to attend meetings of the Town Council and may, at the discretion of the Chairman, speak on some agenda items. For further information on council procedures please speak to the clerk.

In the interests of the health and well being of councillors, staff and members of the public in attendance, please do not attend this meeting if you are unwell whether or not you have tested positive for covid.

Town Council Committees
w.e.f. 19.5.2025 (draft)
Agenda item 9

	Planning & Environment	Scrutiny	Finance, Personnel & General Purposes	Rec. Mgmt Group
	Meets monthly	Meets as and when necessary	Meets quarterly	Meets as and when necessary
E. Banks				
R. Banks				
B. Bishop				
T. Bounds				
N.Cornish				
M. Fitton				
J. Gardner				
E. Rolls				
P. Sell				
M. Woolford				
R. Widdowson				
TOTAL				
QUORUM	5	5	5	4

Note: Mayor and Deputies are ex-officio members of all committees
Agreed at a meeting of the town council held on

Kington Town Council Meeting Schedule - 2025-2026

MONDAYS

Meeting 19.5.2025 - agenda	Finance,				Recreation	
	Full Council	Planning & Environment	General Purposes	Scrutiny	Ground Trust	Ground Mgmt Group
May 2025	19	12				12
June	16	2	9	9	2	
July	21	7				
August		4				4
September	15	1			1	
October	20	6	6			
November	17	3				3
December	15	1			1	
January 2026	19	6	6			
February	16	2				2
March	16	2			2	
April	20	13	13			
May	18	11				11

Additional meetings of committees or full council may be arranged as required.

All meetings to take place at the Old Police Station, unless indicated otherwise

For details of times of meetings, please check the website: www.kingtontowncouncil.gov.uk

Version: May 2025

KINGTON TOWN COUNCIL
Meeting held on Monday 19th May 2025
Agenda item 12: 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. Annual Town Meeting

A reminder that the Annual Town Meeting will take place on Wednesday 21st May at 7.00pm at the Burton Hotel. A number of voluntary groups working within the town have been invited to attend and present a report to those present and civic awards, as agreed at the last meeting, will be presented to the recipients.

3. Bus Survey

It was reported at the last meeting that Herefordshire Council transport department were conducting an online survey into the 461 bus service between Kington and Hereford in an attempt to gauge people's reasons for travel. As instructed, the Clerk 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 too. The response was that a "corporate view" by the town council wasn't wanted as they wanted to seek the views of users of the service.

4. Kington Economic Development Plan Feasibility Study for Kington

Thank you to those members who were able to attend the online briefing by the consultants acting on behalf of Herefordshire Council for the feasibility study linked to the Economic Development Plan for Kington. As noted at the meeting, hard copies of the proposals are to be made available to the town council and a separate one item agenda meeting will be convened to enable the town council to confirm formal comments on the proposals. The date and venue for this meeting will be confirmed. Members are reminded that the purpose of the feasibility study is to being preparation for projects in the event that Herefordshire Council are able to identify funding sources for any of the work.

5. National Grid work on Kington High Street

National Grid has now responded to requests for information on their proposed work in Kington next year to upgrade the electricity supply cabling to the High Street. As this may require road closures the current status of the project is that National Grid have been attempting to seek authority to close the road from Herefordshire Council. However, they have encountered a number of difficulties in getting responses from Herefordshire Council to the extent that they have "concentrated their efforts on schemes in other areas that they can actually deliver with the council's consent". The result of this being that as the current system fails, they will be

offering temporary repairs rather than the upgrade originally envisaged. They also commented that the installation of additional electric vehicle charging points in the Square may not be supported by the current electrical infrastructure.

National Grid has committed to working around our plans for events and/or Armed Forces Day in 2026 in the event that they do get permission to complete their plans to upgrade the network.

Kington Town Council

Schedule of payments to be approved 19.5.2025 - agenda item 13 (c)

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments now due							
18	HMRC	SO	Tax & NI due on April salaries		£ 1,015.25		£ 1,015.25
19	EE	DD - 12.5.2025	Mobile Phone		£ 22.96	£ 4.59	£ 27.55
20	Gazon Vert	BACS	Rec Grant - Weed & moss treatment		£ 325.00		£ 325.00
21	HWS Pest Control	BACS	Rec Grant - Pest Control		£ 170.00		£ 170.00
22	Countrywide Grounds Maint.	BACS	Rec Grant - Grass cutting		£ 529.71	£ 105.94	£ 635.65
23	Border Office Supplies	BACS	Copying Charges		£ 115.63	£ 23.13	£ 138.76
24	Amazon Business	BACS	Stationery		£ 14.98	£ 2.99	£ 17.97
25	KBS	BACS	Rec Grant - Consumables		£ 10.12	£ 2.02	£ 12.14
26	KBS	BACS	Rec Grant - Consumables		£ 10.24	£ 2.05	£ 12.29
27	Herefordshire Council	BACS	Office Rental		£ 190.00		£ 190.00
28	Lloyds Bank	DD - 16.5.2025	Credit card charge		£ 3.00		£ 3.00
29	Kington Building Supplies	BACS	Rec Grant - repairs to fencing/gates		£ 9.63	£ 1.93	£ 11.56
							£ -
							£ -
							£ -
			Total payments this month excluding salaries		£ 2,416.52	£ 142.65	£ 2,559.17

FOR INFORMATION

Total of payments made through grants received:							
Total of payments made as a grant							
	Rec Grant				£ 1,054.70	£ 111.94	£ 1,166.64
							£ -
							£ -
Total paid as salaries (net) - April 2024							
							£ 3,532.88

KINGTON TOWN COUNCIL

Meeting to be held on Monday 19th May 2025

Agenda item 13(d) – Receipts since last meeting

The following amounts have been received since the last meeting:

Date:	From:	Item:	Amount:
14.4.2025	Kington Markets	Market income	£1,122.24
17.4.2025	Herefordshire Council	First precept instalment	£67,000.00
30.4.2025	HMRC	Reclaim of VAT paid for Year ended 31.3.2025	£8,776.35

KINGTON TOWN COUNCIL

Meeting to be held on Monday 19th May 2025

Agenda item 13(e) – Financial Matters – Standing Order Payments and Direct Debits

To confirm authority to continue to make the following payments via standing order and/or direct debit:

Standing Order payments:

Staff salaries

Corresponding HMRC payments for tax & national insurance due

Direct Debit payments:

Beneficiary:	Detail:	Frequency:
British Telecom	Telephone & Broadband	Quarterly
EE	Mobile phone charges	Monthly
E-On	Rec. toilet block utilities	Quarterly
Lloyds Bank plc	Card payments	Monthly

KINGTON TOWN COUNCIL

Meeting to be held on Monday 19th May 2025

Agenda item 13(f) – Financial Matters – Authorising payments

Summary

The Town Council banking arrangements permits payment by cheque or online with Unity Trust Bank as the provider. The purpose of this agenda item is to confirm or make changes to the list of those individuals who are able to authorise payments on behalf of the Town Council.

Current arrangements

1. Expenditure by the Town Council must firstly be agreed by the Council in accordance with Financial Regulations at a meeting of the Council and/or in accordance with applicable delegated authority.
2. When invoices are received, they are checked for accuracy and then presented to a meeting of Full council for approval to pay.
3. Following approval at a meeting, payments are uploaded to the bank account and then authorised by two authorised signatories.
4. Currently, there are five councillors who are able to authorise payments:

Cllr. E. Banks
Cllr. R. Banks
Cllr. P. Sell
Cllr. M. Fitton
Cllr. R. Widdowson

KINGTON TOWN COUNCIL
Financial Examiner Role
Meeting – 19.5.2025 - Agenda item 13(g)

The Town Council's financial examiner is responsible for checking expenditure and receipts against the town council bank statements/bank reconciliations and payment schedules as approved at each meeting of full council.

1. The role should only be carried out by a councillor who is **not** a cheque signatory and not the Chair/Mayor in accordance with the Town Council's financial regulations.
2. Tasks required include:
 - Attending the town council offices on a monthly or quarterly basis to review the financial records
 - Checking that invoices are correctly listed on payment schedules as presented to meetings
 - Checking that the payments and receipts are reflected on the bank statements
 - Checking that invoices and receipts are entered correctly in the cash book
 - Checking that the bank reconciliations have been correctly calculated
 - Preparing a report for the Finance and General Purposes Committee to reflect checks carried out and highlighting any issues identified
 - Signing the invoices, payment schedules, bank statements and bank reconciliations to confirm these checks have been carried out
3. This task could be carried out on a monthly basis or quarterly on dates and times to be agreed with the Town Clerk. Finance and General Purposes Committees are held bi monthly on the first Monday.

KINGTON TOWN
COUNCIL
SUMMARY ASSET REGISTER

Location	Item	Approximate purchase date as at 31.3.2024*	Opening value	Additions	Deletions	Value as at 31.3.2025	Insured value
The Old Police Station, Market Hall Street, Kingston	Office furniture: office furniture including desks (x7), chairs (3), filing cabinets (7), metal storage cabinets (2), meeting room furniture: (folding tables x 5), chairs (x25),	Pre 2015					
	Electronic Smart Board	Pre 2015	£ 50			£ 50	
	Photocopier	Pre 2015	£ 800			£ 800	
	Laptops (2)	Pre 2015	£ 250			£ 250	
	Printers (2)	2017+2022	£ 1,000			£ 1,000	
	Laminator	2018+2025	£ 200	£ 150		£ 350	
	Comb Binder	Pre 2015	£ 30			£ 30	
	Vacuum cleaner	Pre 2015	£ 45			£ 45	
	display screen	2023	£ 50			£ 50	
		Pre 2015	£ 120			£ 120	
							£ 25,905
The Square, External items	War Memorial		£ 1			£ -	
						£ 1	£ 26,501
	Planters (various locations) x 21	2022	£ 10,000			£ -	
	Hanging Baskets (various locations but mainly Place de Marines) x 17	2022	£ 1,000			£ 10,000	
	Notice board - Market hall Street	Pre 2015	£ 1			£ 1,000	
	Notice board - Market Hall		£ 1	£ 1,500	-£ 1	£ 1	
	Benches, wooden, various locations (x13)	Pre 2015	£ 13			£ 1,500	
						£ 13	

Miscellaneous	Town Map - Place de Marines	2023	£	6,000			£	6,000		
	Fly - Walking Dog of Kington	2024	£	5,000			£	5,000	£	15,279
	Brick Bus Shelter - Bridge Street	Pre 2015	£	1			£	1		
	Flags (union flag etc.)	Pre 2015	£	1			£	1		
	Defibrillator - Market Hall	Pre 2015	£	1	£	495 -£	£	495		
	Defibrillator cabinet - Market Hall	2021	£	585			£	585		
	Defibrillator - Masonic Hall	2025	£	-	£	825	£	825		
	Defibrillator Cabinet - Masonic Hall	2025			£	525	£	525		
							£	-	£	72,526
							£	-		
							£	-		
	Christmas Lights		£	30,000			£	30,000	£	37,250
	Tables & Chairs for Market Use	Feb-19	£	600			£	600	£	11,322
	Mayoral Chain & regalia		£	2,000			£	2,000		
							£	-		
							£	-		
							£	-		
Totals									£	61,242

Notes: Assets reviewed and revised 2024/5

All items acquired or purchased prior to 2015 where original invoices are not available have been valued at £1.00 on acquisition

Briefing Note

Subject: Developing a Parish Charter for Herefordshire Councils

Date: March 2025

Purpose:

This briefing note provides an update on the development of the Parish Charter for Herefordshire Councils, outlining progress, next steps, and key actions required.

Background

In April 2024, a project was initiated to develop a new Parish Charter for Herefordshire, aimed at defining how Herefordshire, Town, and Parish Councils will collaborate and work together. A small working group, consisting of volunteers from Councillors, Clerks, and HALC, and members from Herefordshire Council was established to guide the development process. The group has worked for the past 12 months to create the draft charter.

Key Developments

- **Consultation & Drafting:** The working group has developed several iterations of the draft, with input from key stakeholders, including the Leader and Chief Executive of Herefordshire Council. The initial draft was presented and discussed at the Parish Summit in autumn 2024.
 - **Current Status:** A final draft of the charter has now been produced. It has been supported by both the working group and Herefordshire Council.
-

Next Steps

1. **Review and Approval:**
The draft charter is now open for review by all councils within Herefordshire. Councils are encouraged to consider, review, and, if agreeable, sign up to the charter.
 2. **Ongoing Reporting:**
Progress on the charter's implementation will be reported regularly at Parish Summits to ensure transparency and continued collaboration.
 3. **Charter Reference Group:**
With the working group's role complete, a Charter Reference Group will be established to oversee the ongoing operation of the charter. Volunteers are invited to put themselves forward to join this group.
 4. **Upcoming Summit:**
Further discussion and details will be presented at the upcoming Parish Summit.
-

Conclusion

The development of the Parish Charter for Herefordshire Councils has reached an important milestone with the creation of the final draft. It is now up to the councils to review and sign up to the charter, ensuring continued collaboration. Volunteers interested in joining the Charter

Reference Group are encouraged to come forward, and more detailed discussions will take place at the next Parish Summit.

Action Required:

- Councils to review and sign the charter if agreeable.
- Volunteers to express interest in joining the Charter Reference Group.

A Charter for Herefordshire's Councils

Introduction

This charter is an agreement between Herefordshire Council, Herefordshire City Council and Town and Parish Councils to strengthen partnership working. It builds on existing frameworks and responsibilities, aiming to enhance collaboration for the benefit of Herefordshire.

Strategic Aims of the Charter

The strategic aims of this charter are to develop stronger partnership working between councils and enabling community action.

Principles of Partnership Working

Our shared principles for partnership working set the foundation for achieving this charter's strategic aims. These principles guide how we work together and treat each other as partners.

Mutual respect

- We recognise our shared goals and respect each other's roles.
- We follow codes of conduct and democratic processes.
- We acknowledge different councils may operate differently but act in good faith.

Communication

- We respond to information requests promptly.
- Communication is clear, jargon-free, and accessible.
- We use multiple channels to ensure effective two-way dialogue.
- We address communication issues early and engage proactively.
- Consultations are open, accessible, and followed up appropriately.
- Parish Summits serve as forums for collaboration and feedback.

Transparency

- We openly share information and decision-making processes.
- We signpost services and resources efficiently.

Strengths-based

- We foster constructive relationships between councils, officials, and communities.
- We leverage our collective strengths to benefit residents.
- We support and empower communities to engage in local democracy.

Measuring Success

Success will be measured by how well we:

- Share best practices and challenges to improve services.
- Identify and take advantage of opportunities to work together.
- Remove barriers to effective partnership working.
- Use our resources to support residents and communities.
- Encourage participation and ensure all voices are heard.

Performance and Resolution

If there are any issues with meeting the expectations in this charter, we will address them as follows:

- Initially, the concerned parties will discuss the issue directly to try and resolve it amicably.
- If the issue remains unresolved, the relevant Herefordshire Council Service Director and Parish or Town Clerk will work together to propose a suitable resolution within five working

A Charter for Herefordshire's Councils

days, or within five working days after the next Parish or Town Council meeting if a Council resolution is required.

- If the issue remains unresolved, the relevant Herefordshire Council Corporate Director and Parish or Town Clerk will work together to propose a suitable resolution within five working days, or within five working days after the next Parish or Town Council meeting if a Council resolution is required.
- Should the issue still not be resolved, the Herefordshire Council Leader and Parish or Town Chair will collaborate to find an appropriate resolution within five working days, or within five working days after the next Parish or Town Council meeting if a Council resolution is required.
- If issues cannot be resolved through these steps, a formal complaint should be raised in accordance with the relevant body's complaints procedure.
- The successes and challenges of implementing this charter will be thematically reported by relevant Herefordshire Council Service Directors at Parish Summits to facilitate learning and improvement in partnership working.

Specific Responsibilities

If a Town or Parish Council leads a service or project for Herefordshire Council, there will be a clear plan, regular progress reviews, and risk management strategies in place.

In the context of Local Government reform, any extension of service provision directed to or through Town and Parish Councils will be openly discussed before any consideration or implementation.

Implementation

This charter will evolve over time. Once agreed upon, all councils share responsibility for upholding its principles. No changes will be made without majority consent.

The charter will be supported through:

- **Quarterly** Parish Summits,
- **Quarterly** meetings between the Chief Executive, Council Leader, and the Charter Reference Group,
- **Biannual** meetings between the Chief Executive, Council Leader, and City/Town Councils.

The **Charter Reference Group (CRG)** will act as developers and guardians of the charter and will help to develop and manage the Parish Summit agendas. The mechanism of determining the Group's membership will be shaped by feedback from the Towns and Parishes during the consultation process and the Parish Summit so that the Group can act on their behalf. The CRG will ideally include representation from HALC.

Review

The charter will be reviewed following the end of its first year of operation and an updated version produced for approval if necessary. Thereafter it will be formally reviewed every four years.

Approval

Herefordshire Councils will take this Charter through their own approvals process with a formal record of approval made publicly available.

A Charter for Herefordshire's Councils

Appendix 1: Service Standards and Communication Timescales

- All correspondence to Herefordshire Council Staff or Councillors and to Parish and Town Clerks will be responded to within 10 working days.
- Herefordshire Council will give 21 working days for Parishes to respond to consultation of Traffic Regulation Orders.
- Herefordshire Council will give 21 day working days for Parishes to respond to non-statutory consultations,
- Herefordshire Council will give 21 working days for Parishes to respond to consultation of Traffic Regulation Orders.
- Herefordshire Council will make payments for invoices from Parishes for devolved services or grants within 21 days of submission.
- Herefordshire Council will confirm amounts for grants or budget for devolved services to Parishes by 31 March for the following financial year.
- Wide-ranging copy (cc) lists by Herefordshire Council or their agents will be avoided, so that it is clear to whom information is being communicated and from whom any response or acknowledgement is required.
- Respect for personal data protection will always be maintained, and long email lists of visible non-public email addresses by Herefordshire Council or their agents should never occur without prior consent from recipients.

Appendix 2: Framework for Key Services

The following sections set out how can work together in specific areas. Not all areas will be applicable to all councils.

Planning Service

Herefordshire Council will:

- Notify Parish and Town and City Clerks of new applications (where consultations are required) as soon as possible when they have been validated.
- Identify the contact details for the relevant Planning Officer with applications or as soon as possible thereafter.
- Respond to queries from Clerks concerning planning applications in time for Parish and Town Councils to consider their response before having to submit formal comments on an application.
- Consider all planning applications against a made NDP.
- Give serious and early consideration to items on Parish and Town Council wish list proposals for Section 106 monies.

Parish and Town Councils can:

- Sign up to the notification portal run by Herefordshire Council and receive direct notifications of planning applications.
- Submit comments that are 'Material Considerations' and include references to national, county and parish (NDP) planning policies (21 days) or otherwise agreed period.
- Appoint a named representative to attend planning committee meetings of Herefordshire Council, as necessary.
- Prepare and keep up to date a Section 106 wish list proposals and share this with the team at Herefordshire Council and copy the Ward Councillor.

A Charter for Herefordshire's Councils

Neighbourhood Development Planning (NDP)

Herefordshire Council will:

- Provide officer support for Parish and Town Councils creating or reviewing an NDP to ensure that lawful processes are undertaken in a timely manner.

Parish and Town Councils can:

- Set up an NDP Working Group and ensure that all meetings are open to residents.
- Provide all relevant information to Herefordshire Council to enable them to prepare required documents.

Highways

Herefordshire Council will:

- Give good notice to Parish and Town Councils of proposed works within a locality, particularly when road closures are required.
- Consult Parish and Town Councils on adoption of new highways, traffic measures and street lighting during the development process.

Parish and Town Councils:

- Are encouraged to report works required on verges and ditches, so that Herefordshire Council can maintain up-to-date records.

Public Rights of Way

Herefordshire Council:

- Recognises that Footpaths Officers are volunteers appointed by Parish and Town Councils and are directly responsible to and insured by them. They will liaise with Herefordshire Council Officers to support them in fulfilling their legal obligations for Rights of Way.

Parish and Town Councils can:

- Apply for grants or funding to undertake works to improve Public Rights of way in their area for which Herefordshire has earmarked funding.
- Chose to appoint a Footpaths Officer in their area, and Herefordshire Council will provide training and support to enable them to perform their duties.
- Bring matters to the attention of Herefordshire Council in a timely way where necessary if they cannot be addressed locally.

Local Drainage

Herefordshire Council:

- Will provide a timescale to address issues reported by Parish and Town Councils or confirm that the issue reported will not be addressed, giving a reason.
- May provide grant funding for Parish and Town Councils to carry out local drainage schemes.
- May support a Parish or Town Council minded to fund minor drainage works themselves, using a suitably qualified contractor.

A Charter for Herefordshire's Councils

Parish and Town Councils may:

- Apply for grants or funding from Herefordshire Council to carry out local drainage schemes.
- Use a suitably qualified contractor to undertake minor drainage works, using their own funds, and supported by Herefordshire Council.

Lengthsman Scheme

Herefordshire Council may

- Operate a Lengthsman scheme to devolve funding for minor highway works to Parish and Town Councils using a suitably qualified Lengthsman.
- Support Parish and Town Councils to use their own funding to undertake minor highway works using a suitably qualified contractor.

Parish and Town Councils may

- Join the Herefordshire Council Lengthsman scheme to access devolved funding for their Lengthsman to undertake minor highway works.
- Undertake minor highway works using their own funding and a suitably qualified contractor.

clerk@kingtontowncouncil.gov.uk

From: Invoices <invoices@sparse.gov.uk>
Sent: 16 April 2025 16:00
To: clerk@kingtontowncouncil.gov.uk
Subject: Invoice for Rural Market Town Group Membership 2025-26
Attachments: Kington Town Council - RMTG membership invoice 2025-26.pdf

Dear Liz,

We attach the invoice for the Rural Market Town Group membership for the financial year 25/26 for payment.

Just as a reminder, below are just some of the many services we deliver to you through your membership:

- Weekly Bulletin highlighting key rural news and issues direct to your inbox. [Here's a recent example bulletin](#)
- Monthly Funding Digest sharing key funds and grants available that may be of interest to you. [Here's a recent example of the Digest](#)
- A dedicated Market Town newsletter shared with you 6 times a year. [Here's a recent example of the Market Town newsletter](#)
- Free access to our seminar programme of 8 events a year, online focusing on key topics for rural areas including affordable housing, rural connectivity, rural health and care and rural transport. [Book your place at one of our seminars at this link.](#)
- Dedicated meetings (on zoom) for your Councillors and Clerks. Register your place for the next RMTG meeting on 8th July [RMTG: Older People Sounding Board Meeting](#)

Along with a range of further services aimed at sharing best practice and experiences, available in our [RMTG Service Agreement](#)

Campaigning for Fair Funding for rural areas

The Rural Services Network is the national champion for rural services, and we are one of the only organisations arguing for fairer funding for public services in rural areas.

Urban Local authorities for 2025-2026 are receiving 40% more per head in Government Funded Spending Power when compared to rural local authorities. This has an impact on the services that rural councils are able to deliver to their local residents, which can have a follow-on impact on town and parish councils and the services that they then provide to their communities. We know that services that Local Authorities are no longer able to provide are often devolved to Town and Parish Councils too.

We campaign nationally aiming to influence Parliament and decision makers of the needs of rural communities.

We look forward to working with you this year and receiving payment soon.

Kind regards,

Kerry Booth

Chief Executive

RURAL SERVICES NETWORK

Please note, I work 4 days a week – my days vary but I will get back to you as soon as possible.



Civility & Respect For the local council sector

- IS top of the
agenda

Definition of civility & respect

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

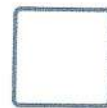


**Civility &
Respect**

IN COLLABORATION WITH SLCC, NALC, OVV, COUNTY ASSOCIATIONS

**For more information about how
to get involved, visit:**

www.nalc.gov.uk or www.slcc.co.uk



CIVILITY AND RESPECT PLEDGE

Now is the time to prioritise civility and respect and start a culture change in the parish and town council sector. We are introducing the Civility and Respect Pledge because there is no place for bullying, harassment and intimidation within our sector. The pledge is easy for councils to sign up for, enabling them to demonstrate their commitment to addressing poor behaviour across and fostering positive changes that support civil and respectful conduct.

You can see how parish and town councils have signed up for the pledge using our **tracker** and where those councils are located using our **mapper**.



IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS

Please complete this form to sign up your council to the pledge. Once completed, you'll receive a certificate by email, and your council will be listed alongside others a national map, showing the councils that have signed up.

By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

