

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

Kington Town Council

to be held on **Monday 16th February 2026 at 6.00pm**
at The Old Police Station, Market Hall Street, Kington HR5 3DP
for the purpose of transacting the following business.

Agenda

1. Apologies, Declarations of Interest and Requests for Dispensation
2. Minutes:
To agree the minutes of the meeting held on [19th January 2026](#)
3. Public participation:
 - a) Police matters:
 - b) To receive the Ward Councillors Report
 - c) To receive matters raised by members of the public present
4. Mayor's Report
5. Clerk's Report
6. Financial Matters
 - a) To approve payments, as per payment schedule
 - b) To note receipts, if any, since last meeting
 - Market income: £1,156.40
7. Planning matters
To consider response to planning application now due as follows:
 - Ref: [231737](#)
Site: Arrow Grange, Kington
Dev: Proposed self build energy plus house
 - Ref: [260384](#)
Site: Fleece Meadow Caravan Park, Mill Street, Kington
Dev: Tree works
8. Update on proposal for the asset transfer of Kington Public Toilets from Herefordshire Council to Kington Town Council
9. Update on public realm funding opportunity and agree changes to proposed works in Kington
10. Update on proposals for Armed Forces Day activities and agree programme of activities in principle
11. To note changes to Midborder News and consider continuation of quarterly article from the Town Council at a cost of £300.00 per quarter
12. To note request for update to website to accommodate tourism matters
13. To consider invitation to Herefordshire Council Youth Forum Development Session and, if appropriate, agree attendee(s)

- 14 Staffing matters
 - a) Update on recruitment of Town Clerk for Kington
 - b) To ratify actions and expenditure by working party in connection with recruitment process
- 15 To note reports from Committees:
 - a) [Planning & Environment Committee held 2.2.2026](#)
16. Information only item: Reports from councillors
17. Items for the next agenda and date and time of next meeting

Issued by:
Liz Kelso, Clerk, Kington Town Council
Tel: 01544 239098 or mobile: 07483914485
Email: clerk@kingtontowncouncil.gov.uk
10.2.2026

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 or any other virus or infectious disease.



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 19th January 2026 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. R. Widdowson
Cllr. M. Woolford
Cllr. R. Morgan (agenda item 4 onwards)

IN ATTENDANCE

Liz Kelso – Town Clerk
Ruth Robinson – Assistant clerk
1 member of the press
2 members of the public
1 representative from West Mercia Police
Cllr. T. James – Herefordshire Council

Agenda

Item Minute

- 1 001-26 To note apologies for absence, declarations of interest and requests for dispensation**
Apologies noted from Cllrs. T. Bounds. R. Banks, J. Gardner & E. Rolls. There were no declarations of interest and no requests for dispensation.
- 2 002-26 Minutes**
The Minutes of the meeting held on 17th November 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.

3 003-26 Town Councillor Co-Option

Having presented himself for co-option and confirmed eligibility to stand, members unanimously elected Rae Morgan as a town councillor to hold office until the next full council elections or until he no longer qualifies or resigns as councillor, whichever is sooner. Cllr. Morgan signed a Declaration of Acceptance of Office and took his place on the Town Council.

There were no other candidates presenting themselves for co-option at the meeting.

4 004-26 Public Participation

a) Police Matters

PC Turberfield reported on several incidents within the town since the last meeting including vandalism and anti social behaviour.

Responding to queries regarding the availability of CCTV in the town, it was noted that equipment installed some years ago and privately owned has fallen into disuse and is no longer functional. It was suggested that provision of CCTV in the town be investigated further.

Members noted that police had been more visible within the town recently and thanked PC Turberfield and the safer neighbourhood team.

Finally it was agreed that policing priorities for Kington should be:

- Traffic speeds
- Anti social behaviour
- Drug abuse

b) Ward Councillor Report

Ward Councillor Terry James' verbal report was noted including a report on the Herefordshire Council budget for 2026-7 which proposes a 4.99% increase year on year for the next three years, noting that the majority of expenditure is on social care. In response to a query on council tax debt, members noted that this is up somewhat. Cllr. James agreed to seek further information on the impact on council tax from borrowing in connection with the proposed by-pass.

c) Matters raised by members of the public in attendance

A member of the public raised a question regarding the proposed pedestrian crossing by the primary school which was planned using s106 funding some time ago. Cllr. James agreed to investigate the status of this project.

Members noted that the Baptist Church building is to be sold. It is currently used for the food bank, WI market and youth hub which will all need to find alternative accommodation.

5 005-26 Mayor's Report

The Mayor's report, as attached, was noted.

6 006-26 Clerk's Report

There were no items to report that were not under separate agenda items although the Clerk noted a call from Herefordshire Council for any town councils interested in bidding for Town of Culture 2028. The deadline for expressions of interest is 30th January 2026.

7 007-26 Financial Matters

a) Payments

Payments totalling £23,035.50 (inclusive of VAT where applicable) as attached to these Minutes, were approved. Members confirmed agreement and payment of invoices from SLCC Enterprises Ltd. relating to the engagement of a consultant without prior resolution amounting to £1,662.00 inc. of VAT.

b) Receipts since the last meeting

Bank interest of £378.12 received on 31.12.2025 was noted.

c) To agree annual risk review

In accordance with the recommendation of the Finance, Personnel & General Purposes Committee, members considered the draft Annual Risk Review and resolved to accept and adopt the Review for the year 2025/6. It was noted that councillor and staff training was identified as a requirement in several areas and it was agreed that training to meet that need should be arranged.

d) Annual Statement of Internal Control

The annual statement of internal control as presented to the meeting was agreed.

e) General Insurance Renewals

Members noted insurance renewal terms proposed by the Town Council's insurers as presented to the meeting. After due discussion and consideration it was unanimously agreed to accept proposed renewal terms at a cost of £5,355.12

- f) **Group Personal Accident Insurance**
After due consideration the quotation for renewal of the Group Personal Accident insurance at a cost of £483.99 was accepted.
- g) **Cyber Insurance**
Members considered the proposal from insurers and agreed those proposals at a premium cost of £671.12
- h) **Kington Recreation Ground Trust Grant for 2026-7**
Members agreed unanimously to provide funding payable in funds, goods and services amounting to £44,500 for Kington Recreation Ground Trust in support of the Recreation Ground and Crooked Well Meadow for financial year 2026-7.
- i) **2026-7 Budget**
Members considered the draft budget for 2026-7 as proposed by the Finance, Personnel and General Purposes Committee which included provision for a potential project to take over responsibility for the public toilets in Kington, noting that this would require a significant increase in precept for the forthcoming year.

After debate, it was proposed by Cllr. E. Banks and seconded by Cllr. M. Woolford that the draft budget as present be accepted. A named vote was requested as follows:

For the proposal: Cllr. E. Banks
Cllr. B. Bishop
Cllr. N. Cornish
Cllr. M. Fitton
Cllr. R. Morgan
Cllr. P. Sell
Cllr. M. Woolford

Against the proposal: Cllr. R. Widdowson

The Chairman declared the resolution carried.

- j) **Precept request 2026-7**
In accordance with the budget agreed for 2026-7 as above, it was resolved by 7 votes for and one against that the precept of £173,000.00 be requested from Herefordshire Council for financial year 2026-7.

8 008-26 Proposed asset transfer

The Clerk reported that Herefordshire Council has indicated that it would consider a transfer of responsibility for the public toilets in Kington to the Town Council. After some discussion it was agreed that working party be established to discuss this proposal with Herefordshire Council with a view to bringing forward proposals, with appropriate costings, to the next meeting of the Town Council for consideration. It was agreed that the working party would consist of Cllrs. R. Widdowson, M. Woolford, B. Bishop, R. Morgan and P. Sell.

9 009-26 Update on Public Realm Funding opportunity.

Cllr. M Woolford provided a report on a projects for the public realm funding opportunity to include:

- Installation of block paving to the pavements from the Market Hall to the far side of the Museum and the other side of the Road in front of the Burton Hotel to the entrance to the car park in Crabtree Road
- Repair of the pavements on Church Street (Market Hall side) from the end of the block paving to the end of the narrow footpath past the Royal Oak
- Repair of the pavement from the Catholic Church to the bridge on Bridge Street on both sides of the road with a tarmac finish
- Installation of lighting on the bridge in Bridge Street.

It was agreed that these projects be approved and ratified.

With regard to additional projects, it was noted that a proposal for coloured tarmac from the museum in Mill Street to the front of the Border Bean on the High Street and in front of the Market Hall in Church Street presented some technical difficulties as it would not be possible to lay coloured tarmac in two halves resulting in a total road closure for Mill Street for some hours. This would not be feasible so members agreed that the coloured tarmac would exclude the area in front of the Market Hall in Mill Street but extend slightly further up Church Street.

Finally it was noted that additional parking bays would be installed outside the Royal Oak in Church Street. This would require a Traffic Regulation Order process with public consultation and take up to 9 months to achieve. This was agreed for ratification.

Cllr. Woolford confirmed that the work can continue into the next financial year.

- 10 010-26 Armed Forces Day proposals**
Noting that the working party formed to progress this has not yet met, Cllr. Sell reported that he was proposing a provisional programme of activities to include a vintage military vehicle display, wreath laying ceremony at Lady Hawkins School, a parade to the Recreation Ground and flag raising ceremony. Local dignitaries including the High Sherriff, Lord Lieutenant, Leader of Herefordshire Council and Market Town Mayors have been sent a provisional notification of the event. Whilst the date of 27th June is set nationally, it was noted that this will be the same date as SmokeFest in Kington. A full programme of events will be agreed at the next full council meeting.
- 11 011-26 IT Policy**
In accordance with new requirements for the Annual Return and Accounting Report under the Practitioners Guide for the 2025-6 financial year, the draft IT policy as presented to the meeting was agreed unanimously.
- 12 012-26 Local Government Boundary Commission consultation on ward boundaries for Herefordshire Council**
The consultation by the Local Government Boundary Commission was noted. It was agreed not to respond.
- 13 013-26 BT Phone Box on Church Street**
It was reported that British Telecom has given notice of its intention to disconnect and remove the telephone box in Church Street but will transfer ownership of their boxes to town and parish councils. After due consideration it was agreed that the box be transferred to the Town Council for the stated cost of £1.00 and the Clerk be authorised to begin the process for its transfer.
- It was further agreed to authorise a budget of up to £500.00 for refurbishment of the box once ownership is transferred.
- Finally it was noted that some consideration will need to be given for use of the box/space and management of any ongoing maintenance that might be required.
- 14. 014-26 Parish Newsletter**
It was agreed that the following will be authorised to draft the town council article for the parish newsletter:

- Cllr. P. Sell March edition (deadline 1st Feb)
- Cllr. B. Bishop April edition (deadline 10th March)
- Cllr. M. Woolford May edition (deadline 10th April)
- Cllr. E. Banks June edition (deadline 10th May)

Copy is to be submitted via the Clerk who will check for technical accuracy prior to publication.

- 15 015-26 Support for Dark Skies proposal**
It was agreed that Cllr. Widdowson would discuss this proposal with the organiser although members indicated a general support for the proposal.
- 16 016-26 To note reports from committees**
Members noted the reports from the Planning & Environment Committee held on 12th January and the Finance, Personnel & General Purposes Committee also held on 12th January.
- 17 017-26 Reports from Councillors**
During this agenda item reports were noted covering mud on the road to be reported to Herefordshire Council as highways authority.
- 18 018-26 Date and Time of next meeting and items for agenda.**
The next meeting will take place on Monday 16th February 2026 at 6pm in the Old Police Station, Market Hall Street. There were no items requested for the agenda for that meeting.
- 19 019-26 Exclusion of the press and 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)
- 20 020-26 Staffing Matters**
Members noted the resignation of the Town Clerk and the statement from Cllr. Woolford that further authority to commence a recruitment process was unnecessary following the resolution last year agreeing to accept the staffing review (minute ref. 128-25 dated 4.8.2025). The Finance, Personnel and General Purposes Committee, having delegated authority to progress enactment of the staffing review

(minute ref. 128-25(b) dated 4.8.2025), has appointed a working party to progress this. Finally it was noted that the Town Clerk has offered to remain in post until such time as a suitable replacement is found, although a provisional leaving date of 31st March has been suggested.



Mayor's Report: January 2026

Activities since my last report: 17th November

- 19th Nov.** Attended Kington Tourist Office AGM at Burton.
- 22nd Nov.** Attended Craft market and met with delegation from our Twin Town.
- 26th Nov.** Attended the Christmas Lights switch on. A very jolly time was had by all.
- 27th Nov.** Attended OAK Learning Panel meeting
- 9th Dec.** Met with the HT from the Primary School and HT from Secondary School to discuss various issues around transport/buses/road safety and parking
- 10th Dec** Attended Civic Reception Plough Lane
- 16th Dec** Attended Primary School Carol Service
- 19th Dec** Attended Secondary School Carol Service.

Also during December:

I met with a member of HC Armed Forces Support Team at Hereford Town Hall. She is keen to come to discuss us signing up to the Armed Forces Covenant. Possibly, as part of the Armed Forces Day Celebrations on 27th June 2026.

I met with Col. Andy Taylor at the Army Museum in Hereford to discuss what plans/ideas we have to date concerning hosting Armed Forces Day, 2026.

Philip J G Sell. Mayor of Kington

Kington Town Council
Schedule of payments to be approved on 19th January 2026

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments made since last meeting							
146	HMRC	BACS - 16.12.25	Tax & NI on November salaries		£ 1,117.60		£ 1,117.60
147	F A White	BACS - 1.12.25	Rec grant - Playground inspection		£ 62.50		£ 62.50
148	Amazon EU	BACS - 16.12.25	Mariet Hall defib pad replacement		£ 144.15	£ 28.84	£ 172.99
149	Defib Warehouse	BACS - 1.12.25	Masonic Hall defib pad replacement		£ 64.95	£ 12.99	£ 77.94
150	KBS	BACS - 16.12.25	Rec grant - consumables		£ 9.88	£ 1.98	£ 11.86
151	BT	DD - 8.12.2025	Telephone & Broadband		£ 292.02	£ 58.40	£ 350.42
152	Border Office Supplies	BACS - 16.12.25	Copying & printing charges		£ 65.33	£ 13.07	£ 78.40
153	KBS	BACS - 16.12.25	Rec grant - Cleaning materials		£ 42.56	£ 8.52	£ 51.08
154	M&S Pizza	BACS - 16.12.25	Lights switch on catering		£ 1,000.00		£ 1,000.00
158	Lloyds Bank	DD - 16.12.25	Credit card charges		£ 146.58		£ 146.58
159	EE	DD - 12.12.25	Mobile phone charges		£ 22.96	£ 4.59	£ 27.55
160	E-on Next	DD - 23.12.2025	Rec grant - Utilities		£ 121.55	£ 6.08	£ 127.63
161	Unity Bank plc	DD - 31.12.2026	Bank charges		£ 7.95		£ 7.95
Payments now due							
157	HMRC	BACS - 16.1.26	Tax & NI on December salaries		£ 979.40		£ 979.40
162	GM Joyce Surfacing Ltd.	BACS	Rec grant - pathway resurfacing		£ 6,440.00	£ 1,288.00	£ 7,728.00
163	Owen Whittall	BACS	Rec grant - emergency tree work in Rec		£ 100.00	£ 20.00	£ 120.00
164	KBS	BACS	Rec grant - consumables		£ 15.03	£ 3.01	£ 18.04
165	Border Office Supplies	BACS	Printing & Copying charges		£ 122.79	£ 24.56	£ 147.35
166	EE	DD - 12.1.2026	Mobile phone charges		£ 22.96	£ 4.59	£ 27.55
167	Unity Bank plc	DD - 31.01.2026	Bank charges		£ 7.95		£ 7.95
168	SLCC Enterprises Ltd.	BACS	<i>Work drafting job descriptions (cancelled)</i>		£ 335.00	£ 67.00	£ 402.00
169	SLCC Enterprises Ltd.	BACS	<i>HR advice re grievance</i>		£ 1,050.00	£ 210.00	£ 1,260.00
170	Herefordshire Council	BACS	Rec grant - Cottage council tax		£ 732.60		£ 732.60
171	Lloyds Bank	DD - 16.1.2026	Credit card charges - ink & software		£ 63.44	£ 12.09	£ 75.53
172	AP Forestry	BACS	Rec grant - Tree Safety report Crooked Well		£ 550.00	£ 110.00	£ 660.00
173	Herefordshire Council	BACS	Office Rental - February		£ 190.00		£ 190.00
174	J&P Turner	BACS	Supply of bulbs/plants etc. for planters		£ 840.00	£ 168.00	£ 1,008.00
175	J&P Turner	BACS	Planter maintenance - November		£ 200.00	£ 40.00	£ 240.00
176	Arrow Plant & Tool Hire	BACS	Rec grant - Equipment purchase		£ 16.32	£ 3.26	£ 19.58
177	KBS	BACS	Rec grant - consumables		£ 10.12	£ 2.02	£ 12.14
178	James Hallam	BACS	Insurance Renewal - Group Sickness & PA		£ 483.99		£ 483.99
179	James Hallam	BACS	Insurance Renewal - Cyber package		£ 671.12		£ 671.12

KINGTON TOWN COUNCIL

Meeting held on Monday 16th February 2026

Agenda item : 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. Co-options must be an agenda item so it is important that the Clerk is made aware of any proposed co-options prior to a meeting of full council.

2. Parish Summit

The next Parish Summit will take place on Tuesday 3rd March 2026 at Herefordshire Council's offices in Plough Lane, Hereford from 6.30 – 8.30pm. Town and Parish Councils are limited to two places please which must be pre-booked although there is also online access for those who are unable to attend the event. Immediately prior to the Summit there will be an opportunity to network with other town and parish councillors and to attend the "market place" which is when Herefordshire Council officers are available to provide information on their work etc. If you would like to attend please let the clerk know.

3. Correspondence

The Clerk has recently received a number of items of correspondence from members of the public on the following subjects:

- Dog fouling
- Parking issues (and in particular parking on yellow bands)
- Damaged or missing street furniture and signage

Whilst these items will be agenda items for the next Planning & Environment Committee members may wish to note receipt of these items should any member of the public raise the issues directly with any councillor.

Kington Town Council
Schedule of payments to be approved on 17th February 2025

Voucher #	Payee	Payment type:	Detail	Minute Ref.	Net	VAT	Total Payment
Payments now due							
183	HMRC - due 16.2.2026	BACS	Tax & NI on January salaries		£ 979.60		£ 979.60
184	Herefordshire Council	BACS	Office rental - January 2026		£ 190.00		£ 190.00
185	Herefordshire Council	BACS	Office rental - March 2026		£ 190.00		£ 190.00
186	Kington Building Supplies	BACS	Rec Grant - consumables		£ 5.58	£ 1.12	£ 6.70
187	Border Office Supplies	BACS	Copying costs		£ 138.70	£ 27.74	£ 166.44
188	Amazon Business	BACS	Stationery		£ 39.69	£ 7.94	£ 47.63
189	Owen Whittall	BACS	Rec Grant - Tree safety work		£ 3,800.00	£ 760.00	£ 4,560.00
190	Vision ICT	BACS	Additional email account set up		£ 8.33	£ 1.67	£ 10.00
191	D V Watkins	BACS	Rec Grant - toilet block repairs		£ 91.00	£ 18.20	£ 109.20
192	J&P Turner	BACS	Planter maintenance - January		£ 200.00	£ 40.00	£ 240.00
193	Lloyds Bank	DD - 16.2.2026	Credit card charges - Ink		£ 20.49	£ 3.50	£ 23.99
194	EE	DD - 12.2.2026	Mobile phone charges		£ 25.85	£ 5.17	£ 31.02
197	Unity Bank	DD - 28.2.2026	Bank charges		£ 8.85		£ 8.85
198	HMRC - due 16.3.2026	BACS	Tax & NI on February salaries		£ 979.40		£ 979.40
			Total payments this month excl. salaries		£ 6,677.49	£ 860.17	£ 7,537.66

FOR INFORMATION

Total of payments made through grants received:							
Total of payments made as a grant							
			Recreation Ground		£ 1,078.93	£ 19.87	£ 1,098.80
Total paid as salaries (net)							
Total paid as salaries (net) January							
					£		£ 3,715.37
Total tax & NI on January salaries							
					£		£ 979.60



Directorate/Division: Economy and Environment
Team: Development Management
Our Ref: 231767
Please ask for: Awaiting Allocation
Direct line: 01432 260386
Email: planningenquiries@herefordshire.gov.uk
Date: 29/01/2026

Mrs Liz Kelso
Clerk to the Parish
Kington Town Council
Office 1, The Old Police Station
1 Market Hall Street
Kington
Herefordshire
HR5 3DP
clerk@kingtontowncouncil.gov.uk

Dear Mrs Liz Kelso

APPLICATION NO & SITE ADDRESS: Planning Re-consultation - 231767 - Arrow Grange, Kington, Herefordshire, HR5 3HD
DESCRIPTION: Proposed self-build energy-plus house.
GRID REF: OS 329774, 256330
APPLICATION TYPE: Planning Permission
WEBSITE LINK: <http://www.herefordshire.gov.uk/searchplanningapplications>

Amended Additional Amended and Additional New or Re-Consultation

Plans or documents have been received for the proposal described above.

The planning application and its supporting documentation can be viewed, normally within 24 hours, by using the website link above and entering the application number 231767.

If your Parish Council has any further comments to make please respond to planningenquiries@herefordshire.gov.uk by 12/02/2026. If you do not respond by this date it will be assumed that you have no further comments to make.

Please use the space below, if required, for your response

Please **do not** send responses to planning_enquiries@herefordshire.gov.uk

All personal data held is processed in accordance with data protection law. For further information please see our website

https://www.herefordshire.gov.uk/info/200142/planning_services/62/apply_for_planning_permission/3

Yours sincerely

TECHNICAL SUPPORT OFFICER



Directorate/Division: Economy and Environment
Team: Built and Natural Environment
Our Ref: 260384
Please ask for: Nicholas McGowan
Direct line: 01432 261895
Email: Nicholas.McGowan@herefordshire.gov.uk
Date: 09/02/2026

Mrs Liz Kelso
Clerk to the Parish
Kington Town Council
Office 1, The Old Police Station
1 Market Hall Street
Kington
Herefordshire
HR5 3DP
clerk@kingtontowncouncil.gov.uk

Dear Mrs Liz Kelso

APPLICATION NO & SITE ADDRESS: Planning Consultation - 260384 - Fleece Meadow Caravan Park, Mill Street, Kington, Herefordshire, HR5 3AL
APPLICATION TYPE: Works to Trees in a Conservation Area
DESCRIPTION: T1 - Walnut tree - The tree is overhanging the main access to the campsite and is also over hanging the football pitch next door. I have suggested a Crown raise and reduction of around 2 meters and the removal of the branch over hanging Football club which you can see in the Photo 3.
GRID REFERENCE: OS 329446, 256382
WEBSITE: www.herefordshire.gov.uk/searchplanningapplications

We have received an application which affects your Parish. The application is described above and we are seeking the comments or views of your Parish Council. If the land concerned is on or near the parish boundary, we consult both councils as a matter of courtesy and welcome local views.

The planning application and its supporting documentation can be viewed, normally within 24 hours, by using the website link above and entering the application number 260384.

If you wish to make comments which you would like the Council to take into account before making a decision on the application, please respond by **02/03/2026**. If you do not respond by this date it will be assumed that you have no comments to make.

You will be able to monitor the progress of the application, including all of the correspondence received, any amended or additional documentation, the officer report and the decision by viewing the application on the Council's website.

Yours faithfully

TECHNICAL SUPPORT OFFICER

All personal data held is processed in accordance with data protection law. For further information please see our website https://www.herefordshire.gov.uk/info/200142/planning_services/62/apply_for_planning_permission/3

Kington Town Council meeting 16th February 2026

Agenda Item - Public Realm funding

Issue: Highway works reinstatement

Status: For information

1. The proposal to colour the road surface adjacent to the Market Hall to delineate a *town centre*, as proposed many years ago by Derek Lovejoy Associates in their town improvement study, has generated concerns that failure to reinstate "like for like" could result in a messy patchwork of surfaces.
2. Herefordshire Council have advised that a new coloured surface would be subject to a S58 agreement. This refers to a section 58 notice under the New Roads and Street Works Act 1991 that allows a local authority to protect a street from any planned street works following any major surfacing works, except for emergency works. This restriction can be in place for up to five years depending on the type of work that has taken place.
3. However the Council mention only a two year agreement. We should clarify the reason for a shorter than allowable agreement.
4. While an agreement of any length does provide protection the question remains about the position following. Will there be a requirement for "like for like" reinstatement?
5. The New Road and Streets Act 1991 S70 places a duty on the undertaker to reinstate the street in compliance with any specification required by the local authority in granting a license to execute the works under S50 of the Act.
6. Therefore it is the responsibility of the local authority in granting the license to require "like for like" reinstatement.
7. Equally, it could be said that it should be the responsibility of the town council to ensure that the Authority meets this requirement.

Cllr Bob Widdowson
7 February 2026

NB. I'm not a lawyer please note.

clerk@kingtontowncouncil.gov.uk

From: Russell, Tina <tina.russell@herefordshire.gov.uk>
Sent: 21 January 2026 10:42
To: Lowe, Emily; Knight, Dawn; Stroud, Nicola; Leader, Victoria; Will Lindesay; Powell, Ivan; Elizabeth Hackney; Rich Matthews; Lauren Rogers; clerk@ledburytowncouncil.gov.uk; deputy@rosstc-herefordshire.gov.uk; clerk@bromyardandwinslow-tc.gov.uk; townclerk@leominstertowncouncil.gov.uk; clerk@herefordcitycouncil.gov.uk; clerk@kingtontowncouncil.gov.uk; clerk@rosstc-herefordshire.gov.uk
Cc: Marshall, Caroline
Subject: RE: Youth Forum Development
Attachments: Youth Services development session 8.1.26.docx

Good morning, everybody I have just sent you each an invite to all to join me for a meeting on the 4th of March 9-10.30 at plough lane

The meeting is a result of a recent gathering of key council officers and providers of Youth Services across the county. We all share an understanding of the value of having services available to our young people that provide activity social connections and support and we want to Develop a strategy and our ways of working

I've attached for your information an overview briefing from our meeting which I hope gives a little bit more context to this e-mail if you weren't at that session and you will see the recommendation for me to set up and invite you to this next step forum

"We agreed that as a next step I would contact representatives from the Town Councils, the Diocese, Talk Community, Children's services, HVOSS and Rural Media. This group we felt were sufficiently semi independent of any single provider and who could perhaps act as a central youth forum. We agreed to task this forum to come together to draft out a proposed network for the youth forums that we can then use to receive and input information and views as we develop our delivery strategy."

Three points to consider please:

- The names I have been provided with for Town Council representatives are Angie Price (Ledbury) Carla Boyles (Ross) Julie Debbage (Leominster) Kim Carpenter (Hereford City) Liz Kelso (Kington) Sarah Robson (Ross) I wasn't able to confirm any individual email addresses so I would be grateful if having received this e-mail /invite you could firstly pass it on to the relevant person it is directed to
- For anyone who has received this e-mail invite - if you think you are not the right person to attend this forum then please forward it to an alternative person and let me know who that is.
- However, I am not asking you to bring additional people as we want to keep this group to a minimum for effective working.

I do hope you are able to join me and I look forward to meeting you and taking our work to the next step

Kind regards

Tina Russell
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Caroline Marshall
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-----Original Appointment-----

From: Russell, Tina

Sent: 09 January 2026 11:43

To: Russell, Tina; Lowe, Emily; Knight, Dawn; Stroud, Nicola; Leader, Victoria; Will Lindesay; Powell, Ivan; Elizabeth Hackney; Rich Matthews; Lauren Rogers; clerk@ledburytowncouncil.gov.uk; deputy@rosstc-herefordshire.gov.uk; clerk@bromyardandwinslow-tc.gov.uk; townclerk@leominstertowncouncil.gov.uk; clerk@herefordcitycouncil.gov.uk; clerk@kingtontowncouncil.gov.uk; clerk@rosstc-herefordshire.gov.uk

Cc: Marshall, Caroline

Subject: Youth Forum development session

When: 04 March 2026 09:00-10:30 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.

Where: Plough Lane Conference Room 2 - plz report to reception

Microsoft Teams meeting

Join:

<https://teams.microsoft.com/meet/36046884783575?p=Vw0j0DI53RhIQgtjcQ>

Meeting ID: 360 468 847 835 75

Passcode: H4Rv34ZU

[Need help?](#) | [System reference](#)

For organizers: [Meeting options](#)



Thank you all for attending our youth forum today the 8th of January. I appreciate and value the proactive engagement and hearing your views on the past and future of the LA's role and in how we can work together ensuring Herefordshire has a Youth Service that is accessible and valued by our young people

In no particular order we talked about :

1) The Vision

I shared the vision that has been agreed by the children and young people's strategic partnership and we agreed it would be valuable for the future youth forum to adopt that vision and to be a forum that sits within the other recognised delivery groups. This will give a direct line of input into the children young people strategic partnership and as a recognised forum within that wider CYPP we expect it will support collective and individual bids for funding that may come available. I have attached below the full document for your reference



Children and Young
People's Plan _Vision_

We noted that HVOSS are the current representative at that strategic partnership but agreed we would review who that person /agent was as we together agree the future forum and strategy and ensure all Youth providers knew of who their representation was. We recognised the very positive work that Will and HVOSS have been able to do in engaging many local provisions so their representation is relationship based with a good understanding of what individual provisions do provide.

2) Forum Membership

We discussed and agreed this forum needs a revised and agreed purpose and membership with a key issue being a forum that has the trust and confidence of all Youth Provisions to represent the fullest possible voice of providers of Youth Services across Herefordshire.

We shared ideas about how a "strategic/central forum" with local spokes created by geographical locality could be a way forward, recognising that Leominster and Ledbury already had similar groups running/developing and Bromford has a T&F group recently established, each that could be adopted for the purpose of a "local /operational forum".

We discussed the importance of ensuring the central and local forums are accessible and purposeful and specifically ensures we provide funding information early to all agencies so that they can individually, and collectively bid, that we "push out" information within any newsletter or website supporting organisations to feel well informed at the earliest opportunity and we discussed the need for any "central forum" not to be dominated by the larger voluntary agencies and how essential element of inclusion for all was.

We agreed that as a next step I would contact representatives from the Town Councils, the Diocese, Talk Community, Children's services, HVOSS and Rural Media. This group we felt were sufficiently semi independent of any single provider and who could perhaps act as a central youth forum. We agreed to task this forum to come together to draft out a proposed network for the youth forums that we can then use to receive and input information and views as we develop our delivery strategy.

3) Support, guidance and training to Youth Service providers

We confirmed currently HVOSS provide a range of advice and training within this sector and noted the need to look how this was funded and how it is coordinated with the LA offer of training to the wider voluntary sector.

4) Youth Services Directory

We discussed the existing Youth Services directory that is managed by Talk Community and Emily confirmed that there was a tender out imminently for a new platform. We discussed the pros and cons of this platform being held by the council and the importance of it being a website that individual providers were able to access and input details about their own provisions. We discussed the issues of quality assuring provisions and I confirmed that this was not a responsibility of the local authority and rather we would ensure that we were promoting and supporting providers to meet best practice requirements. We agreed it was important that we together ensure young people and families themselves understood, and have confidence, to ask for details / evidence of assurance from providers and to raise concerns with regards to providers. We noted the role of the LADO as a mechanism to providing a central place to monitor any patterns and trends coming from allegations against persons in a position of trust

Emily will take forward the new tender for the Youth Services directory and the detailed development of this will be part of our agreed strategy

5) The Strategy

We agreed that once we have established agreement for this "central forum" we will work to create our strategy of delivery.

We discussed this strategy recognising that we want a working strategy that looks to implement a plan of action that we can measure in terms of outcomes for young people. We agree there needs to be particular emphasis and understanding of how young people themselves report outcomes in their lived experiences.

Kind regards all – will be in touch