



KENTCHURCH PARISH COUNCIL

Minutes of an Ordinary Meeting of Kentchurch Parish Council
held in the G V Community Café Pontrilas
on Wednesday 20th November 2024 at 6.30pm

No KPC/MW/111

Present

Councillor Mr K John Chance Chairman
Councillor Mrs Jennifer Evans Vice – Chairman
Councillor Mr Trefor Edwards
Councillor Mrs Karen Manifold

Clerk Mr M Walker

Also Present

Ward Councillor Mr Matthew Engel and one further member of the public

Meeting declared open at 6.30pm by the Chairman

1.0 Apologies

Parish Councillor Mr John Pring formally tendered his resignation from the Parish Council
A letter of thanks for over 40 years as a Parish Councillor had been sent by the Parish Clerk
on behalf of the Parish Council

Apologies were received and accepted from Lengthsman/Contractor Mr James Probert
Representatives from the Police and BBLP Locality Steward Lara Edwards not present

2.0 Parish Council Co – options & Confirm Co-option Policy

2.1 To confirm Co-option Policy
2.2 No candidates had applied

3.0 Declarations of Interest and Dispensations

3.1 No Declarations were made
3.2 No written applications for dispensations were received

4.0 Minutes

The Minutes of the Ordinary Meeting of the Parish Council No KPC/MW/110 held on
Wednesday 18th September 2024 were confirmed as a true record and signed by the Chairman

The Parish Council resolved to change the correct order of business at this time to Item 7.1, 7.2, 7.3

7.0 Reports if available from:-

7.1 Ward Report from Ward Councillor Mr Matthew Engel
Discussed Shropshire has a Mayor of the Marches
Parish Charter
Locality Steward Lara
Flooding Survey – Bungalow Conifers Pontrilas floods every time
Planning Consultation still valid – no Planning Officer

7.2 Memorial Hall Delegate Report
Nothing to report

7.3 Police Report if present
No Police present and no report available

The Parish Council resumed the correct order of business at this time to Item 5.0



5.0 Financial Report

5.1 Receipts

Herefordshire Council BACS Remittance Advice 3385299 £4,500.00
Part 2 Precept 2024 – 2025

5.2 Invoices for Payment

HMR&C 2nd ¼ Payment July August September £326.00

Cheque Number 101202

(paid 30th September 2024)

TEEC Limited INV4995 £155.99

Annual Fee

Cheque 101203

Clerk's Salary October 2024 Gross £543.40

Mileage £17.19

Postage £7.35

Tax £108.60 NIC £0.00

Nett Pay £459.34

Cheque 101206

TEEC Limited INV5037 £36.00

{.org domain for One Year}

***Joint Cheque 101207**

TEEC Limited INV5046 £36.00

{.gov.uk domain for One Year}

***Joint Cheque 101207**

Glasdon UK Ltd Order No RC27027455 01/10/2024 £455.62

{Clerk instructed to pay by credit card}

Cheque 101208

C A R E Herefordshire CIC £20.00

Meeting Room Hire KPC 20/11/2024

Cheque 101209

J M Probert Lengthsman Invoice No JMP198 Invoice date: 17.11.24 £192.00

Bin emptying:

22nd September – £24

Bin empty, 4 bin @ £6/bin

29th September – £24

Bin empty, 4 bin @ £6/bin

6th October – £24

Bin empty, 4 bin @ £6/bin

13th October – £24

Bin empty, 4 bin @ £6/bin

20th October – £24

Bin empty, 4 bin @ £6/bin

27th October – £24

Bin empty, 4 bin @ £6/bin

3rd November – £24

Bin empty, 4 bin @ £6/bin

10th November – £24

Bin empty, 4 bin @ £6/bin

***Joint Cheque 101211**

J M Probert Lengthsman Invoice No JMP199 Invoice date: 17.11.24 £120.00

25th September - £30

Clear fallen branch off footpath. 1hr



26th September – £60

Meeting and drive round parish with locality steward, Lara Edwards & Cllr Chance to discuss the drainage grants and other areas. 2hrs

16th October - £30

Clear gullies along C1234 in the storm/floods. 1hr

***Joint Cheque 101211**

Clerk's Salary November 2024 Gross £543.40

Mileage £7.74

Postage £1.35

Tax £108.80 NIC £0.00

Nett Pay £443.69

Cheque 101212

24th September 2024 Information Commissioners Office (ICO) £35.00

Reference Z9612633

All payments **Unanimously** approved by the Parish Council

5.3 Bank Balances as per Barclays Internet Printed Bank Statements

Community Account	@ 2 nd September 2024	£7,551.86
Community Account	@ 1 st October 2024	£10,455.93
Community Account	@ 1 st November 2024	£9,560.13
Business Premium Account	@ 1 st July 2024	£8,325.83
Business Premium Account	@ 1 st October 2024	£8,356.97

Bank Reconciliations signed for both accounts

{The Parish Council Cheque Signatories are Councillor Mr K John Chance Chairman and Councillor Mr Trefor Edwards}

5.4 To consider for approval Draft Budget 2025-2026

The 2025-2026 Draft Budget was considered and unanimously approved an increase of £250.00 to £9,250.00

Proposed by Councillor Mr Trefor Edwards Seconded by Councillor Mr John Chance Chairman

5.5 To set Precept for the 2025 – 2026 Fiscal Year

The Parish Council resolved to set the precept for the fiscal year 2025-2026 at £9,250.00.

Proposed by Councillor Mr John Chance Chairman and Seconded by Councillor Mrs Karen Manifold

5.6 Update Bank Mandate – remove Mrs Heather Adams and Mr John Pring

add Parish Councillor Mrs Jenny Evans Vice – Chairman and Parish Councillor Mrs Karen Manifold

6.0 Update for “.gov.uk” domain

Parish Council update “.gov.uk” domain

All Parish Councillors and Clerk email addresses now live

7.0 Reports if available from:-

7.1 Ward Report from Ward Councillor Mr Matthew Engel

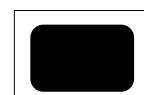
See after Item 4.00

7.2 Memorial Hall Delegate Report

See after Item 4.00

7.3 Police Report

See after Item 4.00



8.0 Public Question Time

Designated maximum period of 10 minutes to accommodate members of the public who may wish to either raise issues or ask the Parish Council questions

Member asked the Parish Council to write to Herefordshire Council School Transport Department and Yeomans Travel reference no pickup through Pontrilas Village for school pupils

9.0 Highways and Footpaths

9.1 To receive **new** information on any Parish Highway including Public Footpath Issues

Footpath dangerous bridge

Ditch opposite river lorry in ditch pulled out on the Kentchurch "B" Road – Clerk to contact Balfour Beatty

All Litter Bins now positioned through Pontrilas Village

9.2 Agree future work for the Lengthsman

Maintenance works agreed, Councillor Mr John Chance Chairman to liaise with James Probert

9.3 Confirmation of Drainage Grant award & approve project for Lengthsman

2 projects Approved, 1 project being Considered

10.0 Information Sheet

Sheet to include update on previous action points and a list of correspondence received

Planning Applications Update

24th July 2024 Planning Consultation 241846 Barns at Merri-Folde Farm Garway Hill Hereford
Application to determine if prior approval for conversion of four barns to 4 no. dwellings with building operations reasonably necessary for the conversion

Type (Part 3) Class Q - Prior Approval

This application is for prior approval determination for a change of use and as such the new legislation does not require you to respond to this communication

Prior Approval is Granted 22nd September 2024

29th February 2024 Planning Consultation 240444 Rocklands Railway Terrace Access Pontrilas Hereford HR2 0BH

Application for approval of reserved matters following Outline approval 212128

Proposed detached dwelling, garage and new parking for Rocklands

Approval of Reserved Matters

Application Still Valid

25th July 2024 Planning Consultation 241798 Old House Farm Pontrilas HR2 0BL

Proposed erection of a self-build replacement dwelling and associated work

Application Still Valid

Correspondence

18th September 2024 Notification of Mrs Karen Manifold as Parish Councillor to Kentchurch Parish Council

November 2024 2025 Meeting Dates Calendar

11.0 Matters Relayed to the Clerk for Agenda of the Next Meeting

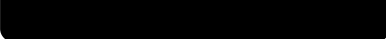
K6 Kiosk at Kentchurch (opposite the Bridge Inn)

12.0 Confirmation of Date, Time and Venue of the Next Meeting

Ordinary Parish Council Meeting to be held in the G. V. Community Café Pontrilas

Wednesday 15th January 2025 at 6.30pm

Meeting declared closed at 7.55pm

Signed..... 

Parish Council Chairman Councillor Mr John Chance

Dated this day the 15th January 2025