



# *KENTCHURCH*

## *PARISH COUNCIL*

Minutes of an Ordinary Meeting of Kentchurch Parish Council  
held in the G V Community Café Pontrilas  
on Wednesday 15<sup>th</sup> January 2025 at 6.30pm

No KPC/MW/112

### **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**

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 – option**

Mr Ryan Smith had applied to be a Parish Councillor but was unable to attend this meeting  
The Parish Council, in his absence, unanimously agreed for Mr Ryan Smith to be accepted as a  
Parish Councillor. All documentation and forms would be completed and signed as soon as possible.  
Clerk to oversee process.  
Proposed by Councillor Mrs Jennifer Evans Vice – Chairman and Seconded by  
Councillor Mr Trefor Edwards

#### **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/111 held on  
Wednesday 20<sup>th</sup> November 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 6.1, 6.2, 6.3**

#### **6.0 Reports if available from:-**

6.1 Ward Report from Ward Councillor Mr Matthew Engel

Herefordshire Council Budget Meeting  
Southern Link Road to start 2026, although no funding is available from Government  
Will be paid for by new build housing  
County Council in a group with a Mayor, Herefordshire, Gloucestershire and Worcestershire  
Flooding in Ewyas Harold  
“B” Road Kentchurch to Pontrilas  
Bridge Inn and Lodge, Culverts, Potholes, Ditches, Tarmac  
Information to be sent to Matthew

6.2 Memorial Hall Delegate Report

Memorial Hall quite busy  
Jamie Probert cleared car park flooding



### 6.3 Police Report

No Police present and no report available

**The Parish Council resolved to resume the correct order of business at this time to Item 5.0**

## 5.0 Financial Report

### 5.1 Receipts

Herefordshire Council BACS Remittance Advice 4204540 £822.00  
Reference JMP184

### 5.2 Invoices for Payment

HMR&C 3<sup>rd</sup> ¼ Payment October November December £326.00

#### **Cheque Number 101214**

(paid 31<sup>st</sup> December 2024)

Clerk's Salary December 2024 Gross £543.40

Mileage £17.19

Postage £5.10

Tax £108.60 NIC £0.00

Nett Pay £457.09

#### **Cheque 101215**

Clerk's Salary January 2025 Gross £543.40

Tax £108.80 NIC £0.00

Nett Pay £434.60

#### **Cheque 101216**

J M Probert Invoice No JMP205 £720.00

Ditching Grant 20<sup>th</sup> & 21<sup>st</sup> November 2024

Ditching work as quoted for ditching grant. As per quote

Ditching Swooning/shipped/hubcaps Ditching £360.00

Ditching Spouting/orbited/format Ditching £360.00

Photos of before and after on the attached

#### **Cheque 101217**

J M Probert Invoice No JMP206 £105.00

Lengthsman £105.00 (half a day)

Clearing gullies and grips around the parish during Storm Bert

#### **\*Joint Cheque 101218**

J M Probert Invoice No JMP207 £222.00

Bin Emptying

x 4 bins 17<sup>th</sup> November 2024 £24.00

x 4 bins 24<sup>th</sup> November 2024 £24.00

x 4 bins 1<sup>st</sup> December 2024 £24.00

x 4 bins 8<sup>th</sup> December 2024 £24.00

x 4 bins 15<sup>th</sup> December 2024 £24.00

x 4 bins 22<sup>nd</sup> December 2024 £24.00

x 4 bins 29<sup>th</sup> December 2024 £24.00

x 4 bins 5<sup>th</sup> January 2025 £24.00

Litter bin replacement in

Pontrilas 2 x bins £30.00

#### **\*Joint Cheque 101218**

C A R E Herefordshire CIC £20.00

Meeting Room Hire KPC 15/01/2025

#### **Cheque 101219**

Dore Community Transport Community Benefit Grant KPC 01/15/25 £300.00

#### **Cheque 101220**

Kentchurch PCC Community Benefit Grant KPC 01/15/2025 £100.00

#### **Cheque 101221**



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

**5.3 Bank Balances as per Barclays Internet Printed Bank Statements**

Community Account	@ 1 <sup>st</sup> November 2024	£9,560.13
Community Account	@ 2 <sup>nd</sup> December 2024	£9,228.13
Community Account	@ 2 <sup>nd</sup> January 2025	£7,641.49
Business Premium Account	@ 1 <sup>st</sup> October 2024	£8,356.97
Business Premium Account	@ 2 <sup>nd</sup> January 2025	£8,388.22

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** 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  
Clerk instructed to wait until new Parish Councillor is co-opted

**6.0 Reports if available from:-**

**6.1** Ward Report from Ward Councillor Mr Matthew Engel  
See after Item 4.00

**6.2** Memorial Hall Delegate Report  
See after Item 4.00

**6.3** Police Report  
See after Item 4.00

**7.0 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  
No matters raise

**8.0 Highways and Footpaths**

**8.1** To receive **new** information on any Parish Highway including Public Footpath Issues  
Pontrilas Sawmills water across the road

**8.2** Agree future work for the Lengthsman  
Maintenance works agreed, as and when required, Councillor Mr John Chance Chairman to liaise with James Probert

**8.3** Confirmation of Drainage Grant award & approve project for Lengthsman  
2 projects Approved, 1 project being Considered  
Purchase Order now received

**9.0 K6 Kiosk at Kentchurch**

To discuss action required  
Councillor Mrs Karen Manifold to investigate

**10.0 Information Sheet**

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

Planning Applications Update

29<sup>th</sup> 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 Granted 20<sup>th</sup> November 2024**



25<sup>th</sup> July 2024

Planning Consultation 241798 Old House Farm Pontrilas HR2 0BL  
Proposed erection of a self-build replacement dwelling and associated work  
**Application Withdrawn 8<sup>th</sup> January 2025**

**Correspondence**

22<sup>nd</sup> November 2024 Parish Council Precept 2025-2026 for £9,250.00  
Submitted to Herefordshire Council

**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 19<sup>th</sup> March 2025 at 6.30pm

Meeting declared closed at 8.45pm

Signed.....

Parish Council Chairman Councillor Mr John Chance

Dated this day the 19<sup>th</sup> March 2025

DRAFT