

## **KINGSLAND PARISH COUNCIL**

### **MINUTES OF THE MEETING HELD AT 7.00PM ON WEDNESDAY 22 OCTOBER 2025 AT THE CORONATION HALL**

**PRESENT:** Mr D Thompson (Chairman), Mr S Morgan (Vice Chairman), Mr R Harris, Mr G Lewis, Mr S Hicks, Mr A Scholar, and Mr J Vaughan.

**IN ATTENDANCE:** Ward Cllr. D Hurcomb; and Mr R Hewitt, Parish Clerk. Three (3) members of the public were present.

**2025/99        APOLOGIES FOR ABSENCE** – Mr D Fordham, Mr P Saunders Mr B J Watkins and Mrs C Sawyers.

**2025/100      DECLARATIONS OF INTEREST/ REQUESTS FOR DISPENSATION**  
Cllr. D Thompson declared a disclosable pecuniary interest in planning application 252846 West End Cottage.

**2025/101      REPORT ON HEREFORDSHIRE COUNCIL**  
Ward Cllr. D Hurcomb's verbal report was noted. The drainage grant is oversubscribed. Minor drainage projects are likely to be prioritised over ditching. There is a cap of £25,000 for grant applications in any one year. Processing of PROW grant applications are paused pending the outcome of drainage grant applications.

The government funding formula for councils is being reviewed. Currently, it seems that it may result in a shortfall for the next few years. If so, maintenance grants for parishes are likely to be impacted in 2026-27. Activities can be funded from parish budgets. A council tax increase of 4.99 percent is assumed in the government funding formula. Capital budgets for projects remain ok.

The B4361 at Richards Castle is to be patched and surface dressed in November 2025 and Spring 2026. A flood alleviation scheme for the B4361 at Orleton is progressing. The chief executive is leaving and a replacement has been appointed. The process for the new public realm contract is progressing. The council is pleased with the level of interest. The PC Summit included discussion of the new housing numbers for the county and update on the local plan review.

**2025/102      MINUTES OF MEETING**  
The Minutes of the Meeting held on 17 September 2025 were approved as a true record.

**2025/103      LOCAL RESIDENTS' DISCUSSION**  
Two members of the public objected to planning application 252520 Land at Street Lane.

[Cllr. R Harris joined the meeting.]

Merry Albright, Border Oak, informed the parish council about the newly formed River Arrow Trust formed to raise awareness of the Arrow catchment which borders the south of the parish.

**2025/104 MEEETING(S) ATTENDED**

Cllr. A Scholar's written report on the recent PC Summit at Herefordshire Council was noted. Overall, it was felt to be a helpful and useful forum. The planning session was a bit theoretical and would have benefited from some more timelines.

[The Chairman thanked Cllr. Scholar for attending and providing a very good report.]

**2025/105 PLANNING**

**1. 252539 Land at Cobnash Farm, Hostel Lane, Kingsland, HR6 9RA** – Proposed erection of two self-build dwellings and associated works including drainage, access, and landscaping. *The planning application was supported subject to resolution of the issues raised in the representations from Highways and Welsh Water.*

**2. 252520 Land at Street Lane, Shirlheath, HR6 9RG** – Proposed erection of six dwellings and associated works including access, landscaping, drainage and detached garage for plots 3 & 43. *The parish council objected to the proposed development which is unsustainable new residential development in an open countryside location that would result in material harm to the wider landscape character of Shirlheath and adversely impact the amenity of neighbouring residential property.*

*The watercourse which runs alongside the proposed development site has caused flooding of nearby residential property at times of high rainfall, which is an increasingly frequent occurrence. The percolation tests were undertaken in 2020 and the resulting report states that more accurate tests are needed prior to any construction. The parish council considers the percolation tests to be out of date and insufficient. The proposed development poses an unacceptable increase in flood risk to residential property in Shirlheath.*

*The proposed development is a greenfield site in open countryside that lies outside the settlement boundary in the Kingsland NDP. The planning authority's attention is drawn to the potable water issue raised by Welsh Water in their representation.*

**3. 252869 Sunnybank, Kingsland, HR6 9SE** – Change of use of land to residential curtilage (Class C3) and erection of new garden shed. *The application was supported.*

[The Chairman left the meeting. The Vice Chairman, Cllr. S Morgan, chaired the meeting.]

**4. 252846 West End Cottage, North Road, Kingsland, HR6 9RZ** – Works to Trees in a Conservation Area. *The application was supported.*

[The Chairman rejoined the meeting and resumed the chairing of the meeting.]

**5. Planning Decisions:** Herefordshire Council have granted permission for 252339 3 St Michael's Avenue. Works to trees are allowed for 252318 Tree adjacent barns south of Longford and 252519 Kingsland Church of England Primary School.

**2025/106 TRAFFIC MANAGEMENT PLAN**

The working group have committed to meet in early November 2025 to look at projects to recommend for s106 funding.

Cllr. Hicks highlighted a concern raised by a member of the public regarding noise caused by vehicles going over raised colour tarmac strips put in by the highway authority, which were felt to have been put in without consultation. The concern was noted.

**2025/107      WELSH WATER WORKING GROUP**

A meeting is to be arranged with Orleton parish representatives to understand what they have done in relation to reported sewage discharges by the water authority.

**2025/108      HIGHWAYS/ LENGTHSMAN SCHEME**

Cllr. S Hicks, lengthsman coordinator reported that the usual growth period has ended, however, the warmer weather means ongoing maintenance will continue to keep the areas tidy. The lengthsman will be looking at grips and gully tops soon.

**2025/109      FOOTPATHS**

Cllr. S Morgan, footpath officer, provided a verbal report, which will be published on the website. The two new dog bins are being well used. An article in the Hereford Times on PROW bridges did not include the outstanding replacements in the parish over the Lugg and Pinsley Brook.

An offer of help from Orleton footpath volunteers was kindly noted. They will be contacted if needed.

**2025/110      NEIGHBOURHOOD PLAN**

The position of Herefordshire Council set out at the Parish Summit concerning the local plan and review of neighbourhood plans was noted. A planning ‘pathfinder’ meeting and parish council surgeries are planned for Spring 2026. The estimated housing numbers and additional guidance requested is expected to be provided shortly.

**2025/111      PROJECTOR AND SCREEN, CORONATION HALL – Deferred.**

**2025/113      LOCAL RESOLUTION PROTOCOL**

The proposal by Herefordshire Council to adopt a local resolution protocol was considered. It was resolved to maintain the status quo. No action required.

**2025/114      FINANCE**

*i) Financial statement to date:* The financial statement to 10 October 2025 was noted. Cash at hand at this date was £46,309.57.

*ii) Receipt(s):* Payment of the second tranche of the 2025-26 precept (£13,250.00) by Herefordshire Council was noted.

*iii) Payments AGREED:* Kingsland Parish Council, transfer (£19,000.00) and PKF Littlejohn, annual audit 2025-26 (£252.00).

*iv) Direct debit:* Direct debit payable to the Information Commissioner’s Office for annual data registration was updated. Fee for 2025-26 is expected to be £47.00.

*v) Annual return 2024-25:* The completion of the external audit was noted. The ‘Except for’ matters highlighted in Section 3 External Auditor’s Report and Certificate 2024-25 were considered.

The signing of the AGAR forms has been confirmed with the external auditor:  
“Essentially on your website you can publish redacted copies...” The matter concerning restatement of 2023-24 on an income and expenditure basis was noted alongside an email from the external auditor stating that: “After speaking to our manager, there is no further action required and no except for matter will be raised in regards to this”.

The Notice of Conclusion of Audit and Annual Return have been posted on the parish council noticeboard and website.

**2025/115      MATTERS RAISED FOR THE NEXT MEETING** (no discussion)  
No matters raised.

**2025/116      DATE OF NEXT MEETING**  
The next meeting will be at 7.00pm on Wednesday 26 November 2025 at the Coronation Hall.

The Chairman closed the meeting at 8.40 pm.

**Signed:** .....

**Date:** .....