



KENTCHURCH PARISH COUNCIL

Minutes of the Ordinary Meeting of Kentchurch Parish Council held in The G. V. Community Café Pontrilas on Wednesday 15th July 2026

No KPC/MW/121

Present

Councillor Mr K John Chance Chairman
Councillor Mrs Jennifer Evans Vice - Chairman
Councillor Mrs Karen Manifold
Councillor Mr Ryan Smith

Clerk Mr M Walker

Also Present

Golden Valley South Ward Councillor Mr Matthew Engel, and one further member of the public

“Dispensation under section 85 Local Government Act 1972

{Section 85 of the Local Government Act 1972 establishes the "six-month rule" for elected local authority members in England and Wales}

Prior to the start of the meeting Kentchurch Parish Council unanimously approved a Dispensation for Councillor Mr Trefor Edwards to be absent from all meetings, due to ill health, until further notice, with immediate effect”

Meeting declared open at 6.30pm

1.0 Apologies

Apologies were received and accepted from Councillor Mr Trefor Edwards
Mr Jamie Probert Lengthsman not present
No Police present
BBLP New Locality Steward Mr James Howells not present

2.0 Declarations of Interest and Dispensations

2.1 No declarations were made with regard to any items on the agenda

2.2 No written dispensations were received

3.0 Minutes

The Minutes of the Annual Meeting of the Parish Council No KPC/MW/120 held on Wednesday 20th May 2026 were confirmed as a true record, with the amendment of “Item 6.1 Annual Governance & Accountability Return (AGAR) 2025-2026 Page 2026-617 Proposed by Councillor Mr Trefor Edwards and Seconded by Councillor Mr Ryan Smith to be replaced with Proposed by Councillor Mr K John Chance Chairman and Seconded by Councillor Mrs Jennifer Evans Vice – Chairman. Initialled by Chairman and Clerk”
Minutes signed by the Chairman
Proposed by Councillor Mr Ryan Smith and Seconded by Councillor Mrs Karen Manifold

4.0 Financial Report

4.1 Receipts

5th June 2026

Herefordshire Council Purchase Order 11253043

PROW 2026-2027 £4,568.50 {monies not received yet}

4.2 Invoices for Payment

HMR&C 1st ¼ Payment April May June

£418.29

(Paid 30th June 2026)

Cheque Number 101268

2026-621



C A R E Herefordshire CIC	£20.00
Meeting Room Hire KPC 15/07/2026	
Transfer Payment 16/07/2026 006 Approved Councillor Mrs Karen Manifold	
Clerk's Salary June 2026 Gross	£577.20
Mileage	£16.29
Postage	£0.91 pence
Tax £115.40 NIC £0.00	
Nett Pay £479.00	
**Parish Council Contribution NIC	£24.03
Transfer Payment 16/07/2026 007 Approved Councillor Mrs Karen Manifold	
Clerk's Salary July 2026 Gross	£577.20
Mileage	£26.64
Postage	£2.71
Tax £115.40 NIC £0.00	
Nett Pay £491.15	
**Parish Council Contribution NIC	£24.03
Transfer Payment 16/07/2026 008 Approved Councillor Mrs Karen Manifold	
Medtree Invoice No 3000152458	£63.78
Cardac Science Powerheart G3 AED Electrodes Adult Pads	
Transfer Payment 16/07/2026 009 Approved Councillor Mrs Karen Manifold	
J M Probert Invoice No1134	£280.80
03/05/2026 Bin empty - 4 bins in the village	26.00
10/05/2026 Bin empty - 4 bins in the village	26.00
17/05/2026 Bin empty - 4 bins in the village	26.00
24/05/2026 Bin empty - 4 bins in the village	26.00
31/05/2026 Bin empty - 4 bins in the village	26.00
07/06/2026 Bin empty - 4 bins in the village	26.00
14/06/2026 Bin empty - 4 bins in the village	26.00
21/06/2026 Bin empty - 4 bins in the village	26.00
28/06/2026 Bin empty - 4 bins in the village	26.00
Transfer Payment 16/07/2026 010 Approved Councillor Mrs Karen Manifold	
J M Probert Invoice No1135	£72.00
23/05/2026 Vegetation control through Pontrilas village	
Transfer Payment 16/07/2026 011 Approved Councillor Mrs Karen Manifold	

All payments were unanimously approved

4.3 Bank Balances as per Barclays Internet Printed Bank Statements

Community Account	@ 1 st June 2026	No 02	£3,991.17
Community Account	@ 1 st July 2026	No 03	£3,510.85
Business Premium Account	@ 1 st June 2026	No S02	£12,996.42
Business Premium Account	@ 1 st July 2026	No S03	£13,012.92

Bank reconciliations signed for both bank accounts

Proposed by Councillor Mr K John Chance Chairman and Seconded by Councillor Mr Ryan Smith

13th July 2026 14.33.54

Transfer from Business Premium Account to Community Account £3,000.00

5.0 Reports if available from:-

5.1 Ward Report from Ward Councillor Mr Matthew Engel

Hereford Library moving to The Shire Hall

Hereford Library is currently located in a temporary space at Hereford Town Hall whilst our new home at the Shirehall is renovated

Locality Steward meeting



Main bridge over the Monnow River requires better signage at Pontrilas
Lory hit the bridge
Matthew asked to investigate
Flood meeting no progress as yet

5.2 Memorial Hall Delegate Report

Delegate not present and no report available

5.3 Police Update

No Police present and no report

“Email received July 2026 Dear (Parish/Town Clerk)

Since 2021 West Mercia Police has sought to strengthen the commitment to our communities by recognising the importance of listening to the voices of our town and parish councils in line with our Local Policing Community Charter.

A part of our Charter commitment outlines the importance we place on understanding the specific needs of all of our parishes. We reflect these in three local priorities, which are recorded quarterly and which Police will work on throughout the period.

We constantly review crime and incident data down to a very localised area and also carry out surveys with communities to understand their needs. Based on this information we would propose the priorities identified below but would invite you to make any suggestions of amendments to us by emailing using the contact details provided. There is no need to contact us if you have no amendments to suggest; we will continue to focus on the areas identified, that our data and community intelligence suggest are most appropriate for your parish.

Priority 1	Anti Social Driving	Priority 2	Thefts –(Farms)	Priority 3
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Safer Neighbourhood Team Hereford Southside and Rural

Inspector – Julie WATSON

Sgt – Rebecca COLCOMBE

Constable – PC Martin GILLET

Constable – PC Brian GOSSON

Constable – PC Etain

Constable – PC Jack DAVIES

PCSO – Hayley WARNE

PCSO – Lewis THOMAS”

6.0 Grant for Local Ward Projects portion of £1,000.00 available

Local projects grant available reference Ward Councillor Mr Matthew Engel

No update available

7.0 United Kentchurch Charity

Update reference United Kentchurch Charity “Charity Number 504922”

Research still progressing but extremely difficult

Trustees to the Charity are Councillor Mrs Karen Manifold, Councillor Mr John Chance and Mr Edward Smith

The Reverend Luci Morris being Rural Pioneer Minister and Priest in Charge for the Black Mountains Group of Parishes and is also an ex officio Trustee

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

Public vehicle parking on the Spite House Road is very inconsiderate for residents and other road users
Parish Councillor to send photographs to the Clerk

9.0 New Legislation 32A Residential Addresses

Disclosable Pecuniary Interests Address Removal

All Parish Councillors present unanimously agreed to have their addresses redacted from their Disclosable Pecuniary Interests Forms

10.0 Highways and Footpaths

10.1 To receive **new** information on any Parish Highway including Public Footpath Issues etc.

New Locality Steward James Howells as of 1st March 2026



(a) Access to The Chemical through the Railway Arch in Pontrilas Village is now resolved
Clerk to write to Mr Des Pritchard thanking him for all his hard work in obtaining a solution to the access problem

(b) Letter sent to Pontrilas Court reference overhanging hedge – hedge encroaching over footpath has now been cut back

(c) Main A465 Northbound and Southbound trees, verges and drains all require maintenance

(d) BT Telephone Exchange in Pontrilas Village hedge overhanging footpath and Bus Shelter requires maintenance

Clerk to contact Barry Durkin reference above item (c)

Barry Durkin JP - County Councillor - Herefordshire Council

Currently, I am the administration's cabinet member holding the portfolio for Roads and Regulatory Services within Herefordshire Council

Clerk to contact Jesse Norman, MP reference above item (c)

Shadow Leader of the House of Commons Jesse Norman, MP for Hereford and South Herefordshire
Serving as Conservative MP for Hereford and South Herefordshire since May 2010

Served as Minister of State at the Department for Transport October 2022 to November 2023 and as Financial Secretary to the Treasury May 2019 to September 2021. Appointed Shadow Leader of the House of Commons in November 2024

10.2 Agree future work for the Lengthsman

Kiosk cleaning in Pontrilas Village

Agreed schedules works

Lengthsman to liaise with Councillor Mr John Chance

10.3 2026-2027 Update on Drainage Grant projects status

No further progress as yet

10.3a) 2026-2027 Footpath Grant Projects approved

5th June 2026 Purchase Order 11253043 received Grants – PROW £4,568.50

11.0 Information Sheet

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

Planning Applications Update

No updates available

Correspondence

May 2026

All relevant External Audit Information sent to PKF Littlejohn LLP
Notice of Public Rights & Publication of Unaudited Annual Governance & Accountability Return posted on Parish Council Notice Board and Parish Council Web Site

19th June 2026

Letter sent to Pontrilas Court reference overhanging hedge

June 2026

Pension Re-declaration updated on 26th May 2025 2.53pm

Every 3 years to be updated online

July 2026

Medtree Cardac Science Powerheart G3 AED Electrodes Adult Pads

Fitted Wednesday 15th July 2026

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

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

Next Parish Council Meeting in G. V. Community Café Pontrilas

Wednesday 9th September 2026 at 6.30pm

Meeting declared closed 7.45pm

Signed.....

Councillor Mr K John Chance Parish Council Chairman

Dated this day the 9th September 2026