



## Minutes of a discussion with Kings Walden Parish Council held via Zoom Video Conferencing on Tuesday 18<sup>th</sup> May at 7.30 pm

Present: Councillors: Amanda King (Chairman), David Bennett, Jon Chamberlin, Joe Graziano and Brenda James.

In attendance: the clerk, Lisa Lathane.

### 2.1 (Agenda 1) To receive apologies for absence

Members recommended that the clerk accept the apology from Cllr Paul Harman who was unable to attend due to work commitments.

### 2.2 (Agenda 2) Chairman's Remarks

1. Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
2. The chairman advised that the meeting would be recorded.
3. The chairman reminded the meeting that this meeting is not a formal meeting of the council, it is for discussion to take place in order to make recommendations to the clerk under the Scheme of Delegation.

### 2.3 (Agenda 3) Public Participation

None.

### 2.4 (Agenda 4) To adopt the minutes of the parish council meeting held on the 4<sup>th</sup> May 2021

The minutes were adopted, and the chairman was authorised to sign.

### 2.5 (Agenda 5) Matters arising from minutes of 4<sup>th</sup> May not covered elsewhere

None.

### 2.6 (Agenda 6) Clerk's Report

1. The clerk presented a verbal update on her report.
  - a. The extra CCTV camera has now been installed at the Village Hall, which covers the car park entrance.
  - b. Village Gateway. The clerk has chased for indicative costs for the gateway but has yet to receive a response. She will continue to chase.
  - c. Kissing Gate Ley Green. The clerk is liaising with Andrew Burton, Senior Projects Officer in Countryside and Rights of Way at Hertfordshire County Council regarding a new gate.
  - d. Adoption of BT phone box: It was confirmed by BT that we are unable to take part in this scheme as we don't already have a phone box in situ.
  - e. Car Park Barrier at the Village Hall, Breachwood Green: The car park barrier has been ordered.
2. The report was **NOTED**.

### 2.7 (Agenda 7) Ponds and Benches

1. The members agreed that Cllr James will liaise with Pilkington Farms Partnership (PFP) in regards to the idea of the parish council organising the enhancement of the ponds in the parish, which are situated on PFP land.
2. The members recommended to the clerk that she should liaise with her pond maintenance contact to find out costs to view and advise on pond maintenance.



3. The benches on the Heath in Breachwood Green, at the entrance to the allotments, and by the pond in Ley Green, all need replacing. It was recommended that the clerk look at replacement costs.

**2.8 (Agenda 8) Noticeboards**

The noticeboard in Ley Green is not safe and the clerk suggested it be replaced, and moved to a safer location. Members recommended to the clerk that she approach Amanda Thompson at Kings Walden Stores with the view to move to the noticeboard to outside the shop. Should this be agreed then the members recommend that the clerk orders a new noticeboard.

**2.9 (Agenda 9) Fence at Ley Green Recreation Ground**

The members recommended that the clerk gratefully accepts Cllr Bennett's offer to replace the broken fence.

**2.10 (Agenda 10) Airport Update**

1. The Luton Airport Terminal Two extension is on hold as they currently do not have the funding. Instead, Luton Airport are looking at enhancing the existing terminal building.
2. In terms of noise monitoring this will remain on hold until the airport is up to speed, possibly in 2022.

**2.11 (Agenda 11) Standing Orders: Fixed Term for Chairman**

The members recommended to the clerk that the following statement is added to the current Standing Orders:

*The Chairman may (provided they are re-elected each year) remain in post for up to 3 years, but may not stand for re-election for a further 3 years.*

**2.12 (Agenda 12) Finance and risk**

3. Payments made were noted.
4. The clerk / RFO now has access to internet banking, although there have been some issues with authorisation which are being dealt with.
5. Members reviewed the Risk Register and recommended to the clerk where changes could be made.
6. The GDPR policy will be sent to all members to ensure that our duty is fully understood.
7. Members recommended to the clerk that the Asset Register is updated to include when items require maintenance / reviewing in order that costs can be built in to the budget.
8. The members recommended to the clerk that for this year's Cricket Season a charge of £50 should be invoiced to Breachwood Green Cricket Club for the use of the Village Hall toilets. This charge will be reviewed for next season and once a planned refurbishment has been carried out.

**2.13 (Agenda 13) Planning**

1. Crown House, Ley Green – Listed Building Consent: Replace 4no. non-original single-glazed timber windows (2no. on front elevation and 2no. on side elevation) with flush casement, slimline double-glazed timber windows. Members had no objection to the development.
2. 2 Chapel Road, Breachwood Green – Retention of a wooden fence to front/side elevation for security and privacy purposes. Members had no objection to the development.



**2.14 (Agenda 14) Matters for future consideration**

1. Traffic in relation to the development at the Heath and Baileys Close, alleged drug use/dealing at the village hall.
2. It was recommended to the clerk that ahead of the next meeting she contacts Cllr David Barnard to enquire on the restrictions in place on traffic through the village and how enforceable they are. It was also recommended that the police are invited to the next meeting.

The meeting closed at 20:54 p.m.

Next Meeting: Tuesday 15<sup>th</sup> June 2021 19:30

Signed Chairman \_\_\_\_\_ Date \_\_\_\_\_

DRAFT