



Monday 20th June 2022 starting at 7.30pm

Breachwood Green Village Hall, Chapel Rd, Breachwood Green, SG4 8NX

To Cllrs: M Cann, J Chamberlin, J Graziano, P Harman (Chair), B James, A King, M Mulgrew

Councillors are respectively summoned to attend this meeting for the transaction of business in the agenda below. The meeting is open to members of the public and press.

Lisa Lathane, Clerk to the Council, 14th June 2022

A handwritten signature in blue ink, appearing to read 'Lisa Lathane', written over a horizontal line.

MEETING OF KINGS WALDEN PARISH COUNCIL

AGENDA

1. To receive and accept apologies for absence.
2. Chairman's remarks.
3. Public participation: To receive presentations from the public (10 minutes allowed, † pre-registration requested)
 - a. To receive a presentation from District Councillors (5 minutes allowed).
 - b. To receive a presentation from the County Councillor (5 minutes allowed).
 - c. To receive a presentation from Evolution Power regarding the Wandon End Solar Farm Proposal
4. To adopt the minutes of the parish council meeting held on 16th May 2022.
5. Matters arising from minutes of 16th May 2022 not covered elsewhere.
6. To consider co-option of applicants to the council.
7. To receive the clerk's report including an update on ongoing projects.
8. Airport Noise Monitoring Installation
9. To review and consider the Employment Committee recommendations.
10. To consider any grant applications
11. Review of Stopsley Sharks Licence
12. Events Committee Proposal
13. To review training opportunities
14. Finance and Risk:
 - a) To authorise non-contractual payments and note payments to date.
 - b) To complete the Annual Governance and Accountability Review
15. Planning:
 - c) To receive and consider responses to planning applications.
 - d) To note decisions and appeals.
 - e) To consider any other planning matters pertinent to the Parish Council.
16. Matters for future consideration.

Next scheduled meetings:

- Parish Council meeting: Monday 18th July 2022 19:30
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Minutes of the meeting of the Annual Meeting of Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 16th May 2022 at 7.30pm

Councillors: Maria Cann, Brenda James, Paul Harman (Chair) Amanda King

In attendance: the clerk and RFO, Lisa Lathane, and 2 members of the public

- 1.1 (Agenda 1) Election of Chairman**
Councillor Paul Harman was elected as chairman for the civic year 2022/23.
- 1.2 (Agenda 2) Chairman's Acceptance of Office**
Councillor Harman signed the acceptance of office.
- 1.3 (Agenda 3) Election of Vice-Chairman**
Councillor Amanda King was elected Vice-chairman for the civic year 2022/23.
- 1.4 (Agenda 4) Election of Employment Committee**
Cllrs Cann, King and Graziano were appointed to the Employment Committee.
- 1.5 (Agenda 5) Election of Youth Club Committee**
Cllrs Chamberlin, King and Graziano were appointed to the Youth Club Committee.
- 1.6 (Agenda 6) Election of Village Hall Committee**
Cllrs King and Mulgrew and the clerk were appointed to the Village Hall Committee.
Cllr King and the Clerk were appointed to represent the council at the Village Hall committee meetings.
- 1.7 (Agenda 7) Election to Airport Committee**
Cllr Graziano was appointed to represent the council on the Airport Committee, with support from Breachwood Green resident Andrew Mills-Baker.
- 1.8 (Agenda 8) Appointment of Airport Representative on LLACC**
Cllr Graziano continues to represent the council at LLACC meetings.
- 1.9 (Agenda 9) Apologies for Absence**
Apologies were received from Cllr Mulgrew due to work commitments and Cllr Graziano due to a personal commitment. Members resolved to accept the apologies.
- 1.10 (Agenda 10) Chairman's Remarks**
The Chair thanked Cllr King for her many years spent as Chair for the Parish Council.

Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
- 1.11 (Agenda 11) Public participation.**
None
- 1.12 (Agenda 12) To adopt the minutes of the parish council meeting held on 25th April 2022.**
The minutes were adopted, and the chairman was authorised to sign.



- 1.13 (Agenda 13) Matters arising from minutes of 25th April 2022.**
1. The letter drafted by Cllr Mulgrew regarding pupil behaviour has been sent to the three Hitchin Secondary Schools.
 2. Council responses to the planning applications discussed at the last meeting have been submitted.
- 1.14 (Agenda 14) To receive the clerk's report including an update on ongoing projects.**
1. The kissing gate has been installed at Ley Green Recreation Ground.
 2. The replacement noticeboard is now ready for installation. Cllr James and the clerk will investigate installation.
- 1.15 (Agenda 15) To consider any grant applications**
- Keeley Pate from Breachwood Pre-School attended the meeting and answered any questions members had about the two grant applications submitted.
1. For £641 towards the installation of an outside canopy for the Pre-School.
 2. For £200 towards the outdoor shed repair.
 3. Members **AGREED** to award both grant applications.
- 1.16 (Agenda 16) To agree date and arrangements for Annual Parish Meeting**
1. Breachwood Green Village Hall has been booked for the 22nd May between 10am and 2pm.
 2. Cllrs King, Harman, James, Mulgrew and the clerk can attend.
 3. A budget of £60 was agreed for the purchasing of refreshment for the day. The clerk will organise.
 4. Invitations have been sent to organisations and groups in the parish to attend to speak about their activities in the last year.
- 1.17 (Agenda 17) Queen's Platinum Jubilee Celebration**
- Cllr Cann updated the members with the plans for the Platinum Jubilee Celebration.
1. The timetable for events on the 4th June was agreed and will be published. Events include: a community picnic, family races, a dog show, a children's film showing, and a film for families with a 15 rating.
 2. Posters will be put on the noticeboards and in the Red Lion and Kings Walden Village Stores. Leaflets will be posted through every door in the parish.
 3. Breachwood Green Pre-School Committee and Breachwood Green Primary School PTFA will organise refreshments for the children's film with proceeds to be split between both organisations.
 4. A total budget of £1230 has been set to cover hire of the Village Hall, event insurance, screen hire, decorations and rosettes.
 5. Cllr James will liaise with Petcular Little Shop at Offley Hoo to see if they would like to sponsor the dog show.
 6. The clerk will speak to contacts regarding judging the dog show.
 7. The clerk will organise an indoor screen, projector and PA system for the film showings.
- 1.18 (Agenda 18) Airport – to agree response to the call-in of the increase to 19 million passengers**
- Members **AGREED** to ask LADACAN to represent Kings Walden Parish Council in their response. The clerk will contact LADACAN to request this.
- 1.19 (Agenda 19) MUGA / Play Area**
1. Ollie Berti has provided a quote of £630 to remove and dispose of the old wooden stepping stones in Breachwood Green Play Area, and supply and install like for like.



2. Members **AGREED** to accept the quote. The clerk will liaise with Ollie Berti.
3. Members **AGREED** to allow Breachwood Green Cricket Club to use the Youth Hut for rain breaks, use of the toilets and a fridge.

1.20 (Agenda 20) Finance and Risk

1. Payments made were **NOTED** and approved. Payments can be seen in annex 1.
2. The accounts for 2021/23 are with the Internal Auditor.

1.21 (Agenda 21) Planning

None.

1.22 (Agenda 22) Matters for future consideration
Councillor / Clerk training

The meeting closed at 21:15 p.m.

Next Meeting: Tuesday 20th June 2022 19:30

ANNEX 1

Kings Walden Parish Council - Summary Financial Report and Bank Reconciliation as at 13th May 2022										
Current Account									£	
Bank Balance at 22nd April 2022									£ 14,898.80	
Payments authorised at meeting:										
Date	Payee	Description	Payment Ref	Net	VAT	Total				
5 May 2022	Zen Internet Ltd	Admin	P-2023-009	£ 5.99	£ 1.20	£ 7.19				
9 May 2022	R J Dawes	Grass cutting & litter picking	P-2023-008	£ 208.33	£ 41.67	£ 250.00				
13 May 2022	Google	Admin	P-2023-010	£ 9.20	£ -	£ 9.20				
13 May 2022	Scottish Power	Youth Hut Electricity	P-2023-011	£ 83.26	£ 4.16	£ 87.42				
				£ 306.78	£ 47.03	£ 353.81				
Monies received:										
Date	From						£			
						£ -				
Bank Balance at 13th May 2022									£ 14,544.99	
Business Bank Deposit Account										
Bank Balance at 22nd April 2022									£ 32,910.57	
Date	Recipient						£			
						£ -				
Monies Received										
9 May 2022	Interest						£ 0.25			
						£ 0.25				
Bank Balance at 22nd April 2022									£ 32,910.82	
Total bank balances									£ 47,455.81	

Papers for Parish Council Meeting on 20th June 2022

1. To receive and accept apologies for absence.
2. Chairman's remarks.
3. Public participation: To receive presentations from the public (10 minutes allowed, + pre-registration requested)
 - a. To receive a presentation from District Councillors (5 minutes allowed).
 - b. To receive a presentation from the County Councillor (5 minutes allowed).
 - c. To receive a presentation from Evolution Power regarding the Wandon End Solar Farm Proposal
4. To adopt the minutes of the parish council meeting held on 16th May 2022.
5. Matters arising from minutes of 16th May 2022 not covered elsewhere.
6. To consider co-option of applicants to the council.

Application form from applicant to be circulated to Cllrs ahead of the meeting.

7. To receive the clerk's report including an update on ongoing projects.

Changing Rooms: Lisa and Paul have gone through the original spec and scaled it back to just the essential works. It will still come to £30-40,000. I will need to register us on Contracts Finder in order to put it out to tender.

Screen and Projector: Obtaining quotes for ceiling mounted projector and wall mounted screen. Hopefully by the meeting I will have some idea of prices.

Bank Mandates: Mandates are ready to be signed to add Paul and Jon as signatories, and to remove David.

8. Airport Noise Monitoring Installation

9. To review and consider the Employment Committee recommendations.

An employment meeting is happening ahead of the Parish Council meeting and recommendations may be made from the meeting.

10. To consider any grant applications

An application from Breachwood Green CIC has been circulated to Cllrs ahead of the meeting.

11. Review of Stopsley Sharks Licence

The Licence for Stopsley Sharks to use the Recreation Ground on Saturdays for matches is up for review for the upcoming season. They are keen to remain here and work with the Parish Council and community.

The season fee would be £500.

12. Events Committee Proposal

A proposal to have an Events Committee and to run more community events. Possibly a Village Day in 2023, a plant show etc. Build any costs into the 2023/24 budget.

13. To review training opportunities

Training courses available circulated to Cllrs ahead of the meeting.

14. Finance and Risk:

a) To authorise non-contractual payments and note payments to date.

Please see the following page.

Kings Walden Parish Council - Summary Financial Report and Bank Reconciliation as at 15th June 2022

Current Account

£

Bank Balance at 13th May 2022 £ 14,544.99

Payments authorised at meeting:

Date	Payee	Description	Payment Ref	Net	VAT	Total			
18 May	2022	Zen Internet Ltd	Admin	P-2023-012	£ 35.00	£ 7.00	£ 42.00		
20 May	2022	Scottish Power	Youth Hut Electricity	P-2023-013	£ 2.42	£ 0.12	£ 2.54		
25 May	2022	Outdoor Cinema Hire UK LTD	Platinum Jubilee	P-2023-014	£ 876.00	£ -	£ 876.00		
25 May	2022	SLCC	Training	P-2023-015	£ 30.00	£ 6.00	£ 36.00		
25 May	2022	Breachwood Green Pre-School	Grant	P-2023-016	£ 200.00	£ -	£ 200.00		
25 May	2022	Breachwood Green Pre-School	Grant	P-2023-017	£ 641.00	£ -	£ 641.00		
25 May	2022	Lisa Lathane	Expenses	P-2023-018	£ 162.12	£ 13.86	£ 175.98		
25 May	2022	Carter Jonas	Rent	P-2023-019	£ 50.00	£ -	£ 50.00		
30 May	2022	Came and Company	Insurance	P-2023-020	£ 1,326.08	£ -	£ 1,326.08		
30 May	2022	Lisa Lathane	Expenses	P-2023-021	£ 144.75	£ 24.26	£ 168.91		
6 June	2022	Zen Internet Ltd	Admin	P-2023-022	£ 5.99	£ 1.20	£ 7.19		
10 June	2022	Google	Admin	P-2023-023	£ 9.20	£ -	£ 9.20		
				£	3,482.56	£	52.44	£	3,534.90

Monies received:

Date	From				
27 May	2022	Breachwood Green Village Hall	Rent	R-2023-904	£ 1.00
				£	1.00

Bank Balance at 15th June 2022 **£ 11,011.09**

Business Bank Deposit Account

Bank Balance at 13th May 2022 **£ 32,910.82**

Date	Recipient		
		£	-

Monies Received

9 June	2022	Interest	£ 0.28
		£	0.28

Bank Balance at 15th June 2022 **£ 32,911.10**

Total bank balances £ 43,922.19

b) To complete the Annual Governance and Accountability Review

To be circulated to Cllrs separately ahead of the meeting.

15. Planning:

c) To receive and consider responses to planning applications.

None

d) To note decisions and appeals.

22/00419/FPH 2 Chapel Road, Breachwood Green, Hitchin, Hertfordshire, SG4 8NU. Erection of detached wooden summer house in front garden following demolition of existing wooden summer house in the front garden.

REFUSED

e) To consider any other planning matters pertinent to the Parish Council.

16. Matters for future consideration.