

Kings Walden Parish Council

MEMBERS and THE PUBLIC are INVITED to a
Meeting of KINGS WALDEN PARISH COUNCIL
which will be held by Zoom Video Conferencing on
Tuesday 18th May 2021 starting at 7.30 pm. †



Clerk to the Council, 12th May 2021

To join Zoom meeting [KWPC Council Meeting](#)

(Meeting ID: 593 309 7295 Password: 8Qpfc1)

AGENDA

1. To receive 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).
4. To adopt the minutes of the parish council meeting held on 16th March 2021.
5. Matters arising from minutes of 4th May not covered elsewhere.
6. To receive the clerk's report including an update on ongoing projects.
7. Ponds and benches
8. Noticeboards
9. Fence at Ley Green Play Area
10. Airport Update
11. Standing Orders: Fixed Term for Chairman
12. Finance and Risk:
 - a. To authorise non-contractual payments and note payments to date.
 - b. Banking mandate update
 - c. Review of Risk Register
 - d. Village Hall Changing room charges
13. Planning:
 - a) To receive and consider responses to planning applications.
 - b) To note decisions and appeals.
 - c) To consider any other planning matters pertinent to the Parish Council.
14. Matters for future consideration.

Next scheduled meetings:

- Parish Council meeting: Tuesday 15th June 2021 19:30

† Members of the public wishing to address the council are requested to register with the clerk on clerk@kwpc.org.uk or by calling by 10.00 am on the day of the meeting.



Minutes of the meeting of the Kings Walden Parish Council held via Zoom Video Conferencing on Tuesday 4th May at 7.30 pm

Present: Councillors: Amanda King (Chairman), Jon Chamberlin, Paul Harman, Brenda James and Martin Mulgrew.
One member of the public: Tom Brindley.
In attendance: the clerk, Lisa Lathane.

1.1 (Agenda 1) Election of Chairman

Councillor Amanda King was elected as chairman for the civic year 2021/22.

1.2 (Agenda 2) Chairman's Acceptance of Office

Councillor King signed the acceptance of office.

1.3 (Agenda 3) Election of Vice-Chairman

Councillor Paul Harman was elected Vice-chairman for the civic year 2021/22.

1.4 Election of Employment committee

CLRs Bennett, King and Graziano were appointed to the Employment Committee.

1.5 Village Hall Committee representative

Councillor King was appointed to represent the council on the Village Hall committee.

1.6 Airport Committee

CLr Graziano was appointed to represent the council on the Airport Committee, with support from Breachwood Green resident Andrew Mills-Baker.

1.7 LLACC

CLr Graziano was appointed to represent the council on the Airport Committee.

1.8 (Agenda 4) Apologies for Absence

Members resolved to accept the apology from CLr Joe Graziano who had another meeting to attend.

1.9 Minutes of Parish Council meeting 27th April 2021

The minutes were adopted.

The meeting closed at 19:43 p.m.

Next Meeting: Tuesday 18th May 2021 19:30

Signed Chairman _____ Date _____



Agenda 6 - Clerk's Report April 2021

CCTV

Hound Security fitted the extra camera on the car park at the village hall on the 13th May.

Ley Green Play Area

I have contacted Andrew Burton, Senior Projects Officer, Countryside and Rights of Way at Herts County Council regarding gates. Preston PC obtained a second-hand mobility gate for free though Andrew's dept. He has been on holiday but is back on the 17th May, I hope to speak to him then and see if this would be possible here.

Other options would be:



Overview	Product Codes	Downloads
○ PLAIN HOOPS		
○ XX F010 0215 47 - GALVANISED ONLY - £454.00		
○ MESH HOOPS		
○ XX F010 0215 39 - GALVANISED ONLY - £510.00		



Overview	Product Codes	Downloads
○ XX F010 2004 03 - GALVANISED ONLY - Pedestrian Width 1200mm - £243.00		
Add to Wishlist		

New Councillor Training

Booked for the 8th June for Brenda and Martin.

Gateway Feature

Chased directly to Graham Bury and escalated again to David Barnard.

Adoption of BT Phone Box

I can confirm that this scheme does only work if you have a phone box already in situ. I've had that confirmed by email by the BT scheme. Feroza is aware.



Car Park Barrier

Order placed, awaiting invoice to formally place order.

Youth Club

Nadine Casson was asked if she would quote for cleaning but she no longer does this. Her sister does still do this though and I am waiting to hear back from her.

Agenda 8 – Noticeboards

The noticeboard at Ley Green is in a bad state. It wouldn't take a lot for it to fall completely, and it's directly on a road making us liable if it falls on someone's car, or on a person. I propose we look into purchasing a new noticeboard, and one that can be situated in the bus stop close to the current one.

Rough cost for one like below (without the header) would be £974.05 inc VAT of £162.04 and shipping.

Product

×



2-bay, 4 x A4 Man-made Timber noticeboard, 1 bay glazed (Ref: PDN1G)

Edit options

Glazed bay:

Left-hand bay

Left-hand display panel (glazed):

Self-healing pinboard (standard)

Right-hand display panel (unglazed):

Self-healing pinboard (standard)

Access (Glazed bay):

Lock with square insert (standard)

Header type:

No header

Mounting method:

Wall-mounting



Agenda 9 – Fence at Ley Green



The fence as shown above between the recreation ground and a private residence has come down. Should a child enter the private garden and injure themselves in some way KWPC would be liable. I propose that we obtain quote for fixing the fence.

Agenda 11 – Standing Orders: Fixed Term for Chairman

Proposal that the following is added in to the current Standing Orders (which can be found on the KWPC website):

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.

Agenda 12 - Finance and risk

Agenda 12a – To authorise non-contractual payments and note payments

Please see the end of this document.

Agenda 12b – Banking Mandate Update

Lisa now has access to internet banking. However there is an error on the system that isn't recognising others still with internet banking and is allowing a direct payments to be made, without the 2 person authorisation. With the Scheme of Delegation currently in place this isn't a problem as payments can be made but Lisa is in talks with Lloyds to get this sorted. Not helped by no one at Lloyds understanding why it's happening.

Agenda 12c – Review of Risk Register

Agenda 12c – Village Hall Changing Room Charges

Now we have taken control of the Village Hall changing rooms we need to agree a charge for use. Currently due to covid guidelines only the toilets will be used. Previously the charge for the season has been £50 plus extra for electricity.



Agenda 12 - Planning

<http://www.kwpc.org.uk/planning.php?template=2>

Reference	Application for	Address	Status	Deadline for comment (if applicable)
21/01353/LBC	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.	Crown House, Ley Green, Kings Walden, Hitchin, Hertfordshire, SG4 8LT	Registered	23/5/21
21/01335/FPH	Full Permission Householder : Retention of a wooden fence to front/side elevation for security and privacy purposes	2 Chapel Road, Breachwood Green, Hitchin, Hertfordshire, SG4 8NU	Registered	22/5/21
21/01133/FPH	Erection of attached side elevation garage/utility room and rear extension following demolition of existing rear elevation conservatory	11 St Marys Rise, Breachwood Green, Hitchin, Hertfordshire, SG4 8PN	Registered	07/05/21



Payments - To 14th May

Status	Power	Payee	Description	P Ref	Total	Net	VAT	Parks/Pla y Area/MU GA	Staff	Admin	Highways	Youth Hut
*+	5	Payroll	Payroll	P-2022-010	1880.60	1880.60	0		1880.60			
*+	5	HMRC	Payroll	P-2022-011	569.35	569.35	0		569.35	143.88		
*+	4	Zen	Admin	P-2022-012	5.99	1.00	4.99			5.99		
*+	2	Scottish Power	Youth Hut	P-2022-013	254.66	242.53	12.13					254.66
*+	4	Google	Google Workspace	P-2022-014	8.28	8.28	0.00			8.28		
*+	4	DCK	Payroll Admin	P-2022-015	37.80	31.50	6.30			37.80		
*+	4	HAPTC	Training	P-2022-009	60.00	60.00	0.00					
*+	2	Carter Jonas	Rent	P-2022-016	50.00	50.00	0.00	50.00				
	1	R J Dawes	Grounds Maintenance	P-2022-017	250.00	208.33	41.67	250.00				
*+	1	R J Dawes	Grounds Maintenance	P-2022-018	250.00	208.33	41.67	250.00				
					3366.68	3259.92	106.76					

* = Approved/Contracted + = Already paid

Powers:

- 1 Grass cutting: Open Spaces Act 1906 s.10
- 2 Play area/Glebe land: LG (Misc Provisions) Act 1976 s.19
- 3 HAPTC membership: LGA 1972 s.143
- 4 Audit, Insurance, Training: LGA 1972 s.111
- 5 Salary/expenses: LGA 1972 s.112(2)
- 6 Other, Localism Act 2011
- 7 S137: LGA 1972 s137

Bank Summary (as of 14th May)

Current £6590.92. Deposit £39043.46 **Total** **£45634.38**