



## Minutes of the meeting of the Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 18<sup>th</sup> July 2022 at 7.30pm

Councillors: Jon Chamberlin, Paul Harman (Chair) and Amanda King

In attendance: the clerk and RFO, Lisa Lathane, 16 members of the public

### 3.1 (Agenda 1) Apologies for Absence

Apologies were received from:

- Cllr Mulgrew and Cllr Graziano due to work commitments.
- Cllr Cann due to illness.
- Cllr Connolly due to personal commitments.

Members resolved to accept their apologies.

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

Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.

### 3.3 (Agenda 3) Public participation.

Victoria Chamberlin, the spokesperson for Residents Against Wandon End Solar Farm, addressed the meeting on their work so far.

1. A request was made from the residents for help with funding from the Parish Council to assist their work against the solar farm.
2. The Chair explained that until the Parish Council have voted on the development, which can only happen once the planning application has been submitted, financial support cannot be provided.
3. It was **AGREED** that the clerk will request a community wide extension to the consultation deadline to ensure that residents have enough time to formulate responses in view that it is expected in the Summer.
4. It was **AGREED** that if the planning consultation comes in before the next meeting on the 19<sup>th</sup> September then an Extraordinary Meeting will be held for the council to vote.
5. It was **AGREED** that Kings Walden Parish Council would re-join CPRE in case their help should be needed.

### 3.4 (Agenda 8) Review of Village Hall Security

Members **AGREED** to move this item up the agenda to allow residents to leave after the discussion.

On the evening of the 9<sup>th</sup> July 2022 the Pre-School was broken into. There are reports of anti-social behaviour in the car park in the evening.

1. Car Park Barrier: It was agreed to lock the car park at night for a couple of weeks to try to deter cars using the car park as a race track. A team of volunteers will lock it up and open it up in the morning.
2. CCTV: the clerk will liaise with Hound Security regarding changing the angles of some of the cameras to give a better view of the car park etc.
3. Security Lighting: This doesn't always seem to be working. It was **AGREED** to speak to Dave McNeilly to ask him to check the lighting.

**16 members of the public left the meeting.**



**3.5 (Agenda 4) To adopt the minutes of the Annual Parish Meeting held on the 22<sup>nd</sup> May 2022.**

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

**3.6 (Agenda 5) To adopt the minutes of the parish council meeting held on 20<sup>th</sup> June 2022.**

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

**3.7 (Agenda 6) Matters arising from minutes of 20<sup>th</sup> June 2022.**

None.

**3.8 (Agenda 7) To receive the clerk's report including an update on ongoing projects**

1. Vacancy: Brenda James' vacancy has been advertised and ends today. The clerk will confirm with NHDC on the 19<sup>th</sup> July whether or not an election has been called. A notice advertising co-option will be posted should an election not have been called.
2. Noticeboard: Perspex is being obtained to complete the noticeboard for outside Kings Walden Stores.
3. Noise Monitoring Equipment: Requests for updated costs from companies who previously quoted have been sent.
4. MUGA Repair : Marco Boi from Play Innovation has been in touch regarding patching up the MUGA. He doesn't believe this is worthwhile as it will continue to degrade in other areas and long-term it will be more costly. He will come out to look at it himself personally, with the idea to assist us in getting funding.
5. A resident has complained about excessive bird mess on the baby swings, and on the bench nearest them, in Breachwood Green Play Area. Cllr King agreed to clean them and Cllr Chamberlin will cut back the trees to prevent further issues.
6. The clerk will contact Settle regarding the security of the land behind the houses on Darley Road, Mill Way and Windmill Road. The lock has been broken and people have gained access to residents gardens.

**3.9 (Agenda 9) To review costs for Projector and Screen for Village Hall**

The clerk presented projector and screen options to the council.

1. Members **AGREED** to purchase Option 1 with the audio package in addition costing £2811.77 + VAT.
2. The clerk will order the package.

**3.10 (Agenda 10) To agree advertising for Changing Room Refurbishment**

1. The clerk has found 6 reasonably local contractors who carry out this type of work.
2. Members **AGREED** to contact them directly to ask them if they would like to quote for the work.
3. The clerk will contact Stopsley Sharks to ascertain if the referee changing room is required or if it can be converted into two extra toilets. Quotes will be requested for both options.

**3.11 (Agenda 11) To review and adopt:**

- a) **Sickness and Absence Policy**
- b) **Co-Option Policy**

It was **RESOLVED** to adopt the proposed policies with the agreed amendments.

**3.12 (Agenda 12) Finance and Risk**

1. Payments made were noted and can be seen in Annex 1.
2. The bank reconciliation was presented and received and signed by the Chair and can be seen in Annex 2.
3. Payments for Authorisation: Members **AGREED** to pay the following invoice:



- a. £175 for cleaning services from March to July at the Youth Hut. Authorisation was also given to pay the for the final clean at the end of July when the invoice is submitted.
4. Members **AGREED** that the clerk should organise the Playground Inspections with NHDC for £50 per playground at Ley Green and Breachwood Green.
5. Details were given by the Chair of a contact at Breachwood Green Cricket Club for invoices to be sent to.

#### **2.15 (Agenda 15) Planning**

1. To receive and consider responses to planning applications
  - a. 22/01634/FP – Full Planning Permission : Erection of an agricultural grain store. Lodge Farm, Kings Walden, Hitchin, Hertfordshire, SG4 8LL. Members considered the application and **AGREED** they had no objections.
2. To note decisions and appeals
  - a. 22/00318/FP – Retention of industrial storage building. Baileys Close Farm, Pasture Lane, Breachwood Green, Hertfordshire, SG4 8NY. **PERMISSION GRANTED.**
  - b. Members **AGREED** that contact should be made with the business owners to establish a positive link between the residents and the working site.
3. To consider any other planning matters pertinent to the Parish Council
  - a. Wandon End Solar Farm. The clerk is looking into other similar applications and researching facts on solar farms etc.
  - b. It was **AGREED** that contact should be made with MP Bim Afolami to discuss the matter.

#### **2.16 (Agenda 16) Matters for future consideration**

Budget Ideas for 23/24, MUGA funding,

The meeting closed at 9.24 p.m.

Next Meeting: Monday 19<sup>th</sup> September 2022 19:30

# ANNEX 1

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

Current Account							£		
							Bank Balance at 15th June 2022		£ 11,011.09
Payments authorised at meeting:									
Date	Payee	Description	Payment Ref	Net	VAT	Total			
20 June 2022	R J Dawes	Grass cutting & litter picking	P-2023-024	£ 208.33	£ 41.67	£ 250.00			
20 June 2022	Payroll	Payroll	P-2023-025/026/027	£ 2,201.17	£ -	£ 2,201.17			
20 June 2022	Zen Internet Ltd	Admin	P-2023-028	£ 35.00	£ 7.00	£ 42.00			
21 June 2022	JC Agriculture	Play equipment maintenance	P-2023-029a	£ 385.00	£ 77.00	£ 462.00			
21 June 2022	JC Agriculture	Grounds maintenance	P-2023-029b	£ 230.00	£ 46.00	£ 276.00			
21 June 2022	Karen Murphy	Internal Audit 2022	P-2023-030	£ 170.00	£ -	£ 170.00			
21 June 2022	Karen Murphy	Internal Audit 2021	P-2023-031	£ 160.00	£ -	£ 160.00			
21 June 2022	Actual Admin	Office Services	P-2023-032	£ 750.00	£ -	£ 750.00			
21 June 2022	DCK Payroll Services	Payroll Admin	P-2023-033	£ 45.00	£ 9.00	£ 54.00			
29 June 2022	Information Commissioner	ICO Registration	P-2023-035	£ 35.00	£ -	£ 35.00			
4 July 2022	Chubb	Fire Inspection - Youth Hut	P-2023-036	£ 133.34	£ -	£ 133.34			
4 July 2022	R J Dawes	Grass cutting & litter picking	P-2023-037	£ 208.33	£ 41.67	£ 250.00			
4 July 2022	Breachwood Green CIC	Litter Pick	P-2023-034	£ 250.00	£ -	£ 250.00			
5 July 2022	Zen Internet Ltd	Admin	P-2023-038	£ 5.99	£ 1.20	£ 7.19			
7 July 2022	Google	Admin	P-2023-039	£ 9.20	£ -	£ 9.20			
				£ 4,826.36	£ 223.54	£ 5,049.90			
Monies received:									
Date	From	Description							
20 June 2022	Amanda King	Platinum Jubilee Donation			£ 100.00				
7 July 2022	Stopsley Sharks	Licence Fee			£ 500.00				
						£ 600.00			
							Bank Balance at 15th July 2022		£ 6,561.19
Business Bank Deposit Account									
							Bank Balance at 15th June 2022		£ 32,911.10
Date	Payee	Description							
							£ -		
Monies Received									
11 July 2022	Lloyds Bank	Interest			£ 0.29				
						£ 0.29			
							Bank Balance at 15th July 2022		£ 32,911.39
							<b>Total bank balances</b>		<b>£ 39,472.58</b>

# ANNEX 2

18 July 2022 (2022-2023)

## Kings Walden Parish Council

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 18/07/2022</b>		
	Cash in Hand 01/04/2022		33,425.57
	<b>ADD</b> Receipts 01/04/2022 - 18/07/2022		16,134.49
			49,560.06
	<b>SUBTRACT</b> Payments 01/04/2022 - 18/07/2022		10,129.48
<b>A</b>	<b>Cash in Hand 18/07/2022</b> (per Cash Book)		<b>39,430.58</b>
	Cash in hand per Bank Statements		
	Petty Cash 28/06/2022	0.00	
	Lloyds deposit 28/06/2022	32,911.39	
	Youth Club cash 28/06/2022	0.00	
	Lloyds bank current 28/06/2022	6,519.19	
			<b>39,430.58</b>
	Less unrepresented payments		
			39,430.58
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>39,430.58</b>
	<b>A = B Checks out OK</b>		