

Minutes of the meeting of the Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 17th October 2022 at 7.30pm

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

In attendance: 11 members of the public, Country and District Councillor David Barnard and the clerk and RFO, Lisa Lathane,

5.1 (Agenda 1) Apologies for Absence

Apologies were received from Cllr Connolly due to personal reasons.

Members **RESOLVED** to accept his apologies.

5.2 (Agenda 2) Chairman's Remarks

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

5.3 (Agenda 3) Declarations of Interest

None.

5.4 (Agenda 4) Public participation.

1. Residents raised their concerns regarding the planning application at 7 St Marys Rise: pressure on the already struggling sewerage system, water pressure and increased traffic.
2. Residents raised their dismay that footpaths surrounding Breachwood Green had been ploughed and not reinstated. Footpath and byway numbers affected will be reported by the clerk to Pilkington Farms Partnership and Hertfordshire County Council.
3. Cllr Barnard addressed the meeting:
 - a. He congratulated those involved in the Harvest Auction at The Plough as it had raised approximately £1000.
 - b. Hertfordshire Home Improvements Agency has Disabled Facilities grants available.
 - c. Hertfordshire County Council is looking to move from County Hall into smaller premises.
 - d. Cllr Barnard has money available in his Locality Budget Grant for local groups etc.
 - e. North Herts Council are meeting on the 8th November to consider and adopt the Local Plan.
 - f. Proposed Solar Farm at Wandon End: no application has been made by the developers.

10 members of the public and Cllr Barnard left the meeting.

5.5 (Agenda 5) To adopt the minutes of the Annual Parish Meeting held on the 26th September 2022.

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

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

4. The clerk presented a verbal update on her report:
 - a. Screen and Projector: Due to supply issues the projector and audio package won't be delivered until the end of November 2022.
 - b. CCTV: The cameras have been moved to the new positions requested. A camera now shows clearly the back door to the Youth Hut, and the Pre-School.
 - c. Missing Road Signs: Missing road signs that need replacing have been logged with NHDC: for The Heath, Plough Lane and next to Parsonage Farm.

5.7 (Agenda 8) To consider co-option applications

Members **AGREED** to postpone this item until the next meeting.

Cllr Harman left the meeting due to work commitments and Vice Chair Cllr King chaired the remainder of the meeting.

5.8 (Agenda 9) To consider the siting and cost of a No-Through Road sign at Orchard Way

1. Highways do not have any money in their budget for this to be carried out this year but KWPC can fund it themselves for £600/700.
2. Members **AGREED** to fund the sign and request a Locality Budget Grant of £200 from David Barnard for the project. If the grant application is unsuccessful then Members **RESOLVED** to pay the full cost.

5.9 (Agenda 10) To agree the installation of the new Ley Green Noticeboard

1. It was suggested to install the new noticeboard built by Boudier Interiors in the bus stop at The Heath to replace the current one. A larger one for Ley Green could then be sourced.
2. Members **AGREED** to the above suggestion. The clerk will source quotes from Boudier Interiors and other suppliers.

5.10 (Agenda 11) To agree the costs and wording of plaques for the bench and noticeboard in Ley Green

1. Cllr King will liaise with residents of Ley Green regarding the wording for the bench plaque in memory of Cllr David Bennett.
2. Members **AGREED** to the following wording for the Ley Green Noticeboard: King Charles III 2022.

5.11 (Agenda 12) Project Ideas for Budget 2023/2024

Members **AGREED** to consider budgeting for picnic benches for the Recreation ground at Breachwood Green, and to refurbish the Village Hall Bar.

5.12 (Agenda 13) Airport Update

1. Cllrs **NOTED** the verbal Airport Update report from Andy Mills-Baker.
2. Members **AGREED** to request from Luton Airport that a permanent Noise Monitor is installed by them in Breachwood Green.
3. Members **AGREED** that hiring a Noise Monitor should be for a minimum of 3 months at a time.

Resident Andy Mills-Baker left the meeting.

5.13 (Agenda 14) 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. The external audit has been signed off by PKF Littlejohn with the following comments:
 - a. Section 2, Box 2, the annual precept, does not agree to the figure published by the precepting authority. The figures in Boxes 2 and 3 should read £28,287 and £30,327 respectively. All grants, including Council Tax Support Grant, should be shown in Box 3, as per the guidance notes on the AGAR
 - b. We note that included in Section 1, Box 4 for the current year is a retirement gratuity paid to a former clerk. This payment may have been made unlawfully as the Council does not have discretionary powers to pay a gratuity under the circumstances of this case. We suggest that the Council seeks and follows appropriate advice in relation to this payment. In our view, Section 1, Assertion 3 should have been answered 'No'.

5.14 (Agenda 15) Planning

1. To receive and consider responses to planning applications

- a. 22/02493/FP, Full Planning Permission: Full Planning Permission : Erection of three detached 3-bed dwellings, one detached double garage, parking and landscaping following demolition existing detached dwelling. 7 St Marys Rise Breachwood Green.

Members **AGREED** to raise the concerns of the residents regarding the application with the planning officer.

2. Planning decisions have been received on the following:

Application No / Address	Proposal	NHDC Decision
22/02344/FPH - Lulworth, Colemans Road, Breachwood Green, Hitchin, Hertfordshire, SG4 8PA	Full Permission Householder : Open sided front porch and erection of detached double carport.	Permission Granted
22/02184/FPH - Jalna, 25a Oxford Road, Breachwood Green, Hitchin, Hertfordshire, SG4 8NP	Full Permission Householder : Single storey side extension following demolition of existing outbuilding.	Permission Granted
22/01944/FPH - 2 Chapel Road, Breachwood Green, Hertfordshire, SG4 8NU	Full Permission Householder : Erection of detached wooden summer house in front garden following demolition of existing wooden summer house in the front garden (as a resubmission of planning application 22/00419/FPH refused on 08.06.2022).	Permission Granted

4.1 (Agenda 19) Matters for future consideration
Christmas, Employment Committee Meeting

The meeting closed at 10.00 p.m.

Next Meeting: Monday 21st November 2022 19:30

Signed Chairman _____ Date _____

ANNEX 1

Kings Walden Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
68 Office services	27/09/2022		Lloyds bank current	P-2023-064	Office services	Actual Admin (Lisa Lathane)	E	75.00		75.00
69 Salary	27/09/2022		Lloyds bank current	P-2023-065	Payroll admin	DCK Payroll Services	S	38.00	7.60	45.60
70 Noticeboard	27/09/2022		Lloyds bank current	P-2023-067	Noticeboard	Boudier Joinery & Renovator	E	400.00		400.00
71 Benches	27/09/2022		Lloyds bank current	P-2023-071	Benches	JC Agriculture	S	318.40	63.68	382.08
72 S137	27/09/2022		Lloyds bank current	P-2023-069	Grant	Breachwood Green Pre-Schoo	E	143.87		143.87
73 Clerk expenses	27/09/2022		Lloyds bank current	P-2023-070	Clerk expenses	Lisa Lathane	E	134.65		134.65
76 Web site	05/10/2022		Lloyds bank current	P-2023-072	Software	Zen	S	5.99	1.20	7.19
75 Admin	07/10/2022		Lloyds bank current	P-2023-068	Software	Google	E	9.20		9.20
74 Grass cutting	14/10/2022		Lloyds bank current	P-2023-066	Grass cutting	R Dawes	S	208.33	41.67	250.00
Total								1,333.44	114.15	1,447.59

Kings Walden Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
19 Pitch fees	03/10/2022		Lloyds bank current	R-2023-918	Pitch fee	Darren Patel	E	30.00		30.00
22 Pitch fees	07/10/2022		Lloyds bank current	R-2023-919	Pitch fee	Darren Patel	E	30.00		30.00
23 Interest	10/10/2022		Lloyds deposit	R-2023-920	Interest	Lloyds	E	1.59		1.59
Total								61.59		61.59

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ANNEX 2

14 October 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)

Bank Reconciliation at 14/10/2022		
Cash in Hand 01/04/2022		33,425.57
ADD Receipts 01/04/2022 - 14/10/2022		36,664.01
		70,089.58
SUBTRACT Payments 01/04/2022 - 14/10/2022		20,955.18
A	Cash in Hand 14/10/2022 (per Cash Book)	49,134.40
Cash in hand per Bank Statements		
Petty Cash	14/10/2022 0.00	
Lloyds deposit	14/10/2022 38,392.47	
Youth Club cash	14/10/2022 0.00	
Lloyds bank current	14/10/2022 10,741.93	
		49,134.40
Less unrepresented payments		
		49,134.40
Plus unrepresented receipts		
B	Adjusted Bank Balance	49,134.40
A = B Checks out OK		