

## Minutes of the meeting of the Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 21<sup>st</sup> November 2022 at 7.30pm

Councillors: Owen Connolly, Jon Chamberlin, Paul Harman (Chair), Amanda King, Vickie Peck-Cooper and Niki Tait

In attendance: 14 members of the public, Country and District Councillor David Barnard, District Councillor Claire Strong and the clerk and RFO, Lisa Lathane,

### 6.1 (Agenda 1) Apologies for Absence

Apologies were received from Cllr Cann due to personal reasons.

Members **RESOLVED** to accept her apologies.

Cllr Mulgrew was absent.

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

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

### 6.3 (Agenda 3) Declarations of Interest

None.

### 6.4 (Agenda 4) Public participation.

1. A resident raised their concerns regarding:
  - a. The planning application for a roundabout on the land North of Darley Road.
  - b. The Eaton Green Road Tidy Tip not being able to be used by parish residents despite it being the closest one.
  - c. The announcement that purple bins will be collected every 3 weeks from 2025.
2. A resident raised their concerns on the planning application at the Land On The West Side Of Lower Road. Concerns were regarding traffic, wildlife and an access to a property on Lower Road.
3. Cllr Barnard addressed the meeting:
  - a. Local council budgets will need to rise this year due to increased costs.
  - b. The police service are currently recruiting.
  - c. There may be a Judicial Review on the Local Plan due to it's impact on some businesses. There will be a general review of the Local Plan starting in 2023.
4. Cllr Strong addressed the meeting:
  - a. The Local Plan has been adopted. Residents have 6 weeks to state if they are aggrieved by the adoption of the plan.
  - b. The boundary Review continues. Kings Walden, Preston, Kings Langley and St Paul's Walden will probably be a new ward.
  - c. The North Herts waste contract is currently out for tender.
  - d. Simon Ellis, the lead at North Herts Planning has left. The Planning Dept is under-staffed.
  - e. Fly-Tipping: it is better to call in any fly-tipping as it gets dealt with faster than an online report.

*11 members of the public and Cllr Barnard left the meeting.*

### 6.5 (Agenda 5) To adopt the minutes of the Annual Parish Meeting held on the 17th October 2022.

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

**6.6 (Agenda 6) To adopt the minutes of the Annual Parish Meeting held on the 17th October 2022.**

1. The Locality Budget Grant for the Orchard Road No Through Road Sign was applied for from Cllr Barnard, and was approved and it has been received. Hertfordshire County Council are organising the sign and will send an invoice for KWPC to settle.
2. The wording for the plaque for the bench for Cllr David Bennett has been agreed as 'In memory of David Bennett (the Dr)'. The clerk and Cllr Chamberlin will liaise regarding the placement of the bench.

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

1. The clerk presented a verbal update on her report:
  - a. All the projector equipment has arrived and Dave McNeilly has agreed to install it with help. Cllr Chamberlin agreed to assist.
  - b. The Rural Housing enabler from CDA Herts has been in touch following a previous housing survey carried out in 2014, which nothing came of. Members **AGREED** to invite him to our next meeting.
  - c. He is happy to meet the parish councillors or attend a PC meeting if it would be helpful.
  - d. Missing Road Signs: Missing road signs that need replacing have been logged with NHDC: for The Heath, Plough Lane and next to Parsonage Farm.

**6.8 (Agenda 8) To consider co-option applications**

1. Three applications had been made for two Cllr positions.
2. Members considered the applications and voted.
3. It was **RESOLVED** to co-opt Miss Vickie Peck-Cooper and Ms Nicola Tait as Councillors.
4. Miss Peck-Cooper and Ms Tait signed the Declaration of Acceptance of Office in view of the clerk and took their seats on the council.

**6.9 (Agenda 9) To consider grant applications**

*Cllr Chamberlin declared a non-pecuniary interest in this item, as one of the organisers of the event.*

1. Kings Walden Parochial Church have applied for £350 towards Christmas lights, outfits and promotion for the Christmas event being held in the parish. The lights and outfits can be used in future years.
2. Members **AGREED** to grant £350 towards this event.

**6.10 (Agenda 10) Airport Update**

1. Andy Mills-Baker delivered a verbal update on the Airport Inquiry which members **NOTED**.
2. Luton Airport will not install a permanent noise monitor in Breachwood Green. Andy Mills-Baker will follow this up with LADACAN.
3. The clerk has quotes for permanent and temporary noise monitors. It was **AGREED** to liaise with Luton Airport as to whether they would accept data from the units in question.

**6.11 (Agenda 11) To pass a resolution to sign up to the civility and respect pledge**

1. Members **AGREED** to signing up to the civility and respect pledge.
2. Members **AGREED** to the statements set out in the pledge.

**6.12 (Agenda 12) To consider CCTV Annual Maintenance quote**

Members **AGREED** to accept the quote of £264 from Hound Security for an annual service of the CCTV system.

**6.13 (Agenda 13) To agree arrangements and costs for Christmas Decorations**

1. Cllr Chamberlin informed the meeting that all that is required to purchase in regards to Christmas decorations is a timer costing approximately £5.
2. Members **AGREED** to this purchase.

**6.14 (Agenda 14) To consider adding Cybercheck to the council email package.**

1. The clerk informed the meeting that Cybercheck could be added to the council's email package for £12 per month (inc VAT) to protect against phishing and hacking etc.
3. Members **AGREED** to adding this service to the email system.

**6.15 (Agenda 15) To agree the installation of the new Ley Green Noticeboard**

1. Members **AGREED** that Cllr Chamberlin will install the new noticeboard outside Kings Walden Stores.
2. Members **AGREED** to get quotes to replace or refurbish the bus stop noticeboard at the Heath. A Southern Rural Grant could be applied for to cover these costs.

**6.16 (Agenda 16) To consider recommendations from the Employment Committee**

1. Cllr King recommended that as per the agreement made when the clerk started, that on completion of the CiLCA qualification that her SCP point should rise to 18/19.
2. The clerk informed the meeting that Local Government Services have announced that agreement has been made on rates of pay from the 1<sup>st</sup> April 2022. The increase is contractual as per the clerks Contract of Employment.
3. Members **AGREED** to raise the clerks hourly rate to SCP19.

**6.17 (Agenda 17) 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. Members **RESOLVED** to pay JC Agriculture £108 for spraying the MUGA.
4. Members reviewed the draft budget for 2023/24 and considered Reserves. A final budget and precept options will be presented in January.

*The Chair left the meeting due to work commitments, Cllr King stepped in as Chair.*

5. Members considered the banking mandate changes and resolved to sign the Resolution Form from Lloyds Bank. The Chair signed and District Cllr Claire Strong signed as a witness.

**6.18 (Agenda 18) Planning**

1. To receive and consider responses to planning applications
  - a. 22/02659/FPH, Retention of security gates, 7 St Marys Rise Breachwood Green. Members **AGREED** to support this application.
  - b. 22/02871/FP, Erection of six dwellings, Land On The West Side Of Lower Road Breachwood Green. Members considered the application, and residents concerns. Members **AGREED** to support the application whilst raising agreed points to be taken into consideration.

**6.19 (Agenda 19) Matters for future consideration**

Final Budget and Precept

The meeting closed at 10.10 p.m. Next Meeting: Monday 16<sup>th</sup> January 2023 19:30

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

# ANNEX 1

17 November 2022 (2022-2023)

## Kings Walden Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
77 Audit	17/10/2022		Lloyds bank current	P-2023-073	Audit	PFK Littlejohn	S	200.00	40.00	240.00
78 Broadband	18/10/2022		Lloyds bank current	P-2023-074	Software	Zen	S	37.00	7.40	44.40
80 Grass cutting	04/11/2022		Lloyds bank current	P-2023-076	Grass cutting	R Dawes	S	208.33	41.67	250.00
81 Web site	04/11/2022		Lloyds bank current	P-2023-077	Software	Zen	S	6.99	1.40	8.39
79 Office services	04/11/2022		Lloyds bank current	P-2023-075	Office services	Actual Admin (Lisa Lathane)	E	75.00		75.00
82 Admin	07/11/2022		Lloyds bank current	P-2023-078	Software	Google	E	9.20		9.20
83 Electricity	11/11/2022		Lloyds bank current	P-2023-079	Youth Hut Electricity	Scottish Power	L	300.70	15.04	315.74
<b>Total</b>								<b>837.22</b>	<b>105.51</b>	<b>942.73</b>

17 November 2022 (2022-2023)

## Kings Walden Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
24 Pitch fees	17/10/2022		Lloyds bank current	R-2023-921	Pitch fee	Darren Patel	E	30.00		30.00
25 Pitch fees	20/10/2022		Lloyds bank current	R-2023-922	Pitch fee	Darren Patel	E	30.00		30.00
27 HCC Grant	27/10/2022		Lloyds bank current	R-2023-924	Grant	HCC	E	200.00		200.00
26 Pitch fees	28/10/2022		Lloyds bank current	R-2023-923	Pitch fee	Darren Patel	E	30.00		30.00
28 Pitch fees	07/11/2022		Lloyds bank current	R-2023-924	Pitch fee	Darren Patel	E	30.00		30.00
30 Interest	09/11/2022		Lloyds deposit	R-2023-926	Interest	Lloyds	E	4.10		4.10
29 Pitch fees	14/11/2022		Lloyds bank current	R-2023-925	Pitch fee	Darren Patel	E	30.00		30.00
<b>Total</b>								<b>354.10</b>		<b>354.10</b>

# ANNEX 2

17 November 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 17/11/2022</b>		
	Cash in Hand 01/04/2022	33,425.57
	<b>ADD</b>	
	Receipts 01/04/2022 - 17/11/2022	37,018.11
		70,443.68
	<b>SUBTRACT</b>	
	Payments 01/04/2022 - 17/11/2022	21,897.91
<b>A</b>	<b>Cash in Hand 17/11/2022</b> (per Cash Book)	<b>48,545.77</b>
	Cash in hand per Bank Statements	
	Petty Cash 17/11/2022	0.00
	Lloyds deposit 17/11/2022	38,396.57
	Youth Club cash 17/11/2022	0.00
	Lloyds bank current 17/11/2022	10,149.20
		<b>48,545.77</b>
	Less unrepresented payments	
		48,545.77
	Plus unrepresented receipts	
<b>B</b>	<b>Adjusted Bank Balance</b>	<b>48,545.77</b>
<b>A = B Checks out OK</b>		