

Minutes of the meeting of the Kings Walden Parish Council held in the Village Hall, Breachwood Green on Tuesday 19th October 2021 at 7.30pm

Councillors: David Bennett, Jon Chamberlin, Joe Graziano, Brenda James, Amanda King (Chair), Martin Mulgrew

In attendance: the clerk and RFO, Lisa Lathane.

- 7.1 (Agenda 1) To receive apologies for absence.**
Apologies were received and accepted from Cllr Harman.
- 7.2 (Agenda 2) Chairman's remarks.**
Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
- 7.3 (Agenda 3) Public participation**
None
- 7.4 (Agenda 4) To adopt the minutes of the parish council meeting held on 20th July 2021 and the 28th September.**
The minutes were adopted, and the chairman was authorised to sign.
- 7.5 (Agenda 5) Matters arising from minutes of 20th July not covered elsewhere.**
Covid-19 Precautions in Meetings: It was agreed that masks would be worn, windows opened and attendees would be distanced from one another.
- 7.6 (Agenda 6) To receive the clerk's report including an update on ongoing projects.**
1. The clerk presented a verbal update on her report.
 - a) Benches. These have been delivered to the clerk costing £1000+ VAT which will be reclaimed. It was agreed that Cllr Graziano and Cllr Chamberlin will look into what is required to replace the bench at the Heath, and in Ley Green. The clerk will liaise with Settle regarding siting a bench at the top of Lower Road.
It was agreed that Cllr James will liaise with Pilkington Farms Partnership about reissuing the licence to site 3 benches, already in our possession, on the Parish Path as it has now expired.
 - b) Village Hall Changing Rooms. The clerk now has a key to the changing rooms and has earmarked grants that can be applied for to help pay for the refurbishment.
 - c) Gritting salt has been ordered for delivery to the Recreation Ground.
 - d) Gateway Sign. The clerk and Cllr Graziano have requested more information on this issue from Cllr Barnard, and Graham Bury at Highways, but have had no response. The clerk will escalate this matter.
 - e) Disabled Access Footpath Gates. Andrew Burton at Hertfordshire County Council has not responded to the clerk's enquiry about the replacement of a pedestrian gate at Ley Green Recreation Ground to a disabled access gate, she will escalate her enquiry. A decision on how to fund this gate will be made at the next meeting.
 - f) CCTV. Some of the cameras are currently offline due to an issue with the junction box. Hound Security are aware and will be fixing the issue in the next few days.
 - g) Policies. The clerk will be working on putting together policies that the Parish Council needs to have in place and will introduce them over the next few meetings for approval.



2. The report was **NOTED**.
3. Cllrs King and Mulgrew, with the clerk, were appointed to the Village Hall Committee to assist with the changing rooms project and the running of the hall.

7.7 (Agenda 7) Ratification of decisions taken under Scheme of Delegation

All members formally agreed the recommendations made to the clerk at the discussions held on the 18th May 2021, 15th June and the 20th July.

7.8 (Agenda 8) Parish Council Meetings Venue

Members **RESOLVED** to change future meeting dates to every 3rd Monday of the month, to be held at the Village Hall, Breachwood Green.

The Parish Council's Village Hall Committee will attend the next Village Hall Meeting on the 8th November to discuss how to move the running of hall going forward. Payment by the Parish Council for hiring the Village Hall for meetings will be discussed.

7.9 (Agenda 9) Someries Football Club / Stopsley Sharks

Members **RESOLVED** to allow Stopsley Sharks to use the Recreation Ground for matches and training as Someries no longer require the pitches. The clerk will draw up a licence and liaise with Stopsley Sharks. It was agreed that there will be a 12-week probationary period and the licence will be reviewed every 3 months.

7.10 (Agenda 10) Review of Pitch and MUGA fees

1. Members reviewed the fees and **RESOLVED** the following:
 - i) increase the Cricket Season payment to £100
 - ii) keep the licence fee the same for Junior Football (£500)
 - iii) to remove the Senior Football Option
 - iv) to keep MUGA, and tennis court fees the same as 2019
2. It was agreed that the clerk will contact Breachwood Green School regarding their use of the Recreation Ground and setting up a licence.

7.11 (Agenda 11) Youth Club

1. Youth Club Committee: Cllrs Chamberlin, King and Graziano were appointed to the Youth Club Committee.
2. Safeguarding Policy: It was **RESOLVED** to adopt the proposed Safeguarding Policy with the agreed amendments. Andrew Spyrou will be sent a copy and will be asked to return a signed copy.
3. Adult / Child Ratios: It was **RESOLVED** to readvertise for an additional youth worker to assist Andrew Spyrou. Until another youth worker is employed it was agreed that a parent should always be in attendance to assist Andrew Spyrou, and their attendance confirmed to KWPC before the Youth Club.
4. Youth Club Figures: The members **NOTED** the current figures for the Youth Club this year so far. Andrew Spyrou's hard work in making the club a success was noted.

7.12 (Agenda 12) Airport Update

1. The report was **NOTED**.
2. Cllr Graziano will be attending the LLACC meeting later on in October and will report back at our November meeting.

7.13 (Agenda 13) NHDC Survey on District Councillor Elections

It was **RESOLVED** to respond to the survey voting to elect all of our District Councillors every four years ('whole council'/all out'). The clerk will action the response.



7.14 (Agenda 14) Finance and Risk

1. Payments made were **NOTED**. Payments can be seen in the annex.
2. The External Auditor's report had been received and the audit section of the Annual Governance Statement signed without issue.
3. The members were asked to submit to the clerk by the start of November, any budget considerations they would like taken in to account for the next financial year.
4. Southern Rural Grant Repayment: the clerk is waiting for an invoice from NHDC in order to repay the grant.

7.15 (Agenda 15) Planning

Cllr James declared an interest in this item and left the room.

1. Reference: 21/02583/FP, Colemans Farm: The members **RESOLVED** to object to this planning application on the basis that it is green belt land and there are buildings already on the land that could be converted. The clerk will action.

7.16 (Agenda 16) Matters for Future Consideration

MUGA Maintenance

The meeting closed at 9.41pm

Next scheduled meetings:

- Parish Council meeting: Monday 15th November 2021 19:30



ANNEX

Kings Walden Parish Council - Summary Financial Report as at 16th October 2021

Current Account

Balance at 19th July 2021 £ 2,667.55

Payments authorised at meeting:

| Date | Payee | Description | Payment Ref | Net | VAT | Total |
|---------------------|--------------------------|-----------------------------|-------------|-------------|----------|-------------|
| 4th August 2021 | Zen Internet Ltd | Admin | P-2022-035 | £ 4.99 | £ 1.00 | £ 5.99 |
| 6th August 2021 | Google | Admin | P-2022-036 | £ 8.28 | £ - | £ 8.28 |
| 6th August 2021 | Scottish Power | Admin | P-2022-037 | £ 89.74 | £ 4.49 | £ 94.23 |
| 18th August 2021 | Zen Internet Ltd | Admin | P-2022-038 | £ 35.00 | £ 7.00 | £ 42.00 |
| 6th September 2021 | JC Agriculture | Car Park Barrier | P-2022-039 | £ 900.00 | £ 180.00 | £ 1,080.00 |
| 6th September 2021 | HAPTC | Training | P-2022-040 | £ 45.00 | £ - | £ 45.00 |
| 6th September 2021 | PKF Littlejohn | Audit | P-2022-041 | £ 300.00 | £ 60.00 | £ 360.00 |
| 6th September 2021 | HAPTC | Training | P-2022-042 | £ 275.00 | £ - | £ 275.00 |
| 6th September 2021 | CLlr Graziano | Expenses - Car Park Barrier | P-2022-043 | £ 12.34 | £ - | £ 12.34 |
| 6th September 2021 | Zen Internet Ltd | Admin | P-2022-044 | £ 4.99 | £ 1.00 | £ 5.99 |
| 8th September 2021 | Google | Admin | P-2022-045 | £ 8.28 | £ - | £ 8.28 |
| 10th September 2021 | Transfer to Business Acc | Bank Transfer | P-2022-046 | £ 10,000.00 | £ - | £ 10,000.00 |
| 20th September 2021 | Zen Internet Ltd | Admin | P-2022-047 | £ 35.00 | £ 7.00 | £ 42.00 |
| 30th September 2021 | Payroll | Payroll | P-2022-048 | £ 1,826.15 | £ - | £ 1,826.15 |
| 30th September 2021 | SLCC | Training | P-2022-049 | £ 410.00 | £ - | £ 410.00 |
| 30th September 2021 | No Butts Bin Co | Benches | P-2022-050 | £ 1,000.00 | £ 200.00 | £ 1,200.00 |
| 5th October 2021 | Zen Internet Ltd | Admin | P-2022-051 | £ 4.99 | £ 1.00 | £ 5.99 |
| 8th October 2021 | Google | Admin | P-2022-052 | £ 8.28 | £ - | £ 8.28 |
| | | | | £ 14,968.04 | £ 461.49 | £ 15,429.53 |

Monies received:

| Date | From | | |
|---------------------|------------------|---------|-------------|
| 26th August 2021 | BWG Village Hall | Rent | £ 1.00 |
| 10th September 2021 | NHDC | Precept | £ 14,653.25 |
| | | | £ 14,654.25 |

Balance at 16th October 2021

£ 1,892.27

Business Bank Instant Account

Balance at 19th July 2021 £ 34,044.08

| Date | Recipient | |
|------|-----------|-----|
| | | £ - |

Monies Received

| | | |
|---------------------|---|-------------|
| 10th September 2021 | Money received from Treasurers Accounts | £ 10,000.00 |
| 9th August 2021 | Interest | £ 0.29 |
| 9th September 2021 | Interest | £ 0.29 |
| | | £ 10,000.58 |

Balance at 16th October 2021

£ 44,044.66

Total bank balances £ 45,936.93