

Minutes of the meeting of the Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 16th January 2023 at 7.30pm

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

In attendance: 14 members of the public, District Councillor Faye Frost and the clerk and RFO, Lisa Lathane,

7.1 (Agenda 1) Apologies for Absence

Apologies were received from Cllr Cann due to being on holiday, and Cllr King who had a work commitment.

Members **RESOLVED** to accept their apologies.

Cllr Mulgrew was absent.

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.

1. Cllr Frost addressed the meeting:
 - a. The Local Plan was adopted, despite strong reasons against adopting it. It will be revisited next year.
 - b. Ongoing work is happening to combat fly-tipping.
 - c. If residents have any issues with their bin collection, please supply Cllr Frost with evidence and she can compile a portfolio to complain directly.
 - d. 3 weekly bin collection will continue to be discussed this year at NHDC.
2. A spokesperson from Residents Against Wandon End Solar Farm addressed the meeting with an update on the work they had been carrying out.
3. The Landlord from the Red Lion, Breachwood Green attended and answered any questions on the Planning Application submitted as an Advertisement Consent.

*The Chair proposed, and Members **AGREED** to move Agenda Item 11 c: To consider any other planning matters pertinent to the Parish Council up the agenda.*

7.4 (Agenda 11c) To consider any other planning matters pertinent to the Parish Council

1. Members **AGREED** that the clerk should request an extension until the end of February to comment on 22/03231/FP, Land North East Of Wandon End Hertfordshire.
2. Members **AGREED** that an Extraordinary Meeting should be held on the 6th February to fully discuss the above application, and to hear residents views etc.
3. Cllr Chamberlin will liaise with Dave McNeilly regarding the possible installation of the projector and screen ready for the 6th February.

14 members of the public and Cllr Frost left the meeting.

7.5 (Agenda 4) To adopt the minutes of the Annual Parish Meeting held on the 21st November 2022.

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

7.6 (Agenda 5) Matters arising from minutes of the 21st November 2022 not covered elsewhere (information only)

None

7.7 (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. Noticeboard on the Heath: A grant application to the Southern Rural Committee for a replacement noticeboard has been submitted as discussed at the last meeting. The deadline was the 6th January.
 - b. Zoom Meeting with Offley Parish Council: Offley Parish Council have been in touch this week requesting a zoom meeting with KWPC to exchange ideas and utilise all of the resources available to us in regards to the East of Luton development.
 - c. Civility and Respect Pledge: This has been signed up to following resolution at the last meeting to do so.
 - d. Eaton Green Tidy Tip: The clerk has followed up with Luton Council regarding access to the Eaton Green Tidy Tip following a residents raising the issue at the last meeting. No response has been received.
 - e. No Through Road Sign: This has been installed by Highways at the entrance to Orchard Way, BWG.
 - f. CDA Herts: Giles Meredith from CDA Herts will attend our February meeting to discuss affordable housing opportunities in the parish, as agreed at the last meeting.
 - g. Water Leak: A water leak and blocked drains in Frogmore Bottom Lane has been logged with Affinity Water, HCC and PFP. Tom Duffin will be investigating the issue as it is on PFP land.
2. Members **NOTED** the report.
3. Cllrs King and Connolly will meet via zoom with Offley Parish Council.

7.8 (Agenda 7) Airport Update

1. The clerk has been liaising with Luton Airport about whether they would recognise data from an independent noise monitor should KWPC purchase/rent one. Their response is:
 - a. It would depend on the specification
 - b. Would require an analyst to review the data
 - c. Would need regular calibration.
 - d. Luton Airport would not be able to use the data to fine any aircraft for noise violations.
2. Luton Airport have not responded to the clerk requesting the specification they would require, or for costs regarding an analyst etc.
3. Members **AGREED** to instead continue to request for the Luton Airport Noise Monitor to be installed in Breachwood Green in the summer months and with two suggested and agreed locations.

7.9 (Agenda 8) Coronation Celebration Plans

1. Members **AGREED** to combine the Village Day with the Coronation Celebration.
2. Plans will stand as per those being prepared for the Village Day, with the Coronation screened on the projector in the Village Hall.

7.10 (Agenda 9) To review the Playground Inspection Reports

1. Members reviewed the reports and **AGREED** the following:
 - a. To ask Joe Beavis to meet with the clerk at the Zip wire to assess the wooden posts and see what may need replacing.
 - b. Cllr Tait will clean the algae and moss off of the Multi Play at Ley Green.
 - c. RJ Dawes will be requested to replace missing bolts / covers on the Multi Play, and install new bark mulch to the surrounding area.

7.11 (Agenda 10) Finance and Risk

1. Payments made were noted and can be seen in Annex 1.
2. The bank reconciliation was presented and authorised to be signed by the Chair and can be seen in Annex 2.
3. Members **AGREED** the Reserves for 2023/24.
4. Members **AGREED** the proposed Budget for 2023/24 with agreed changes.
5. Members **AGREED** to raise the precept by 10%, in line with inflation, and will request a Precept for 2023/24 of £34171.30.

7.12 (Agenda 11) Planning

1. To receive and consider responses to planning applications:

Application No / Address / Proposal	Decision
22/02944/AD Red Lion , 16 Chapel Road, Breachwood Green. Advertisement Consent : Replace existing signs and installation of illuminated and non-illuminated signs to front, side and rear of building, installation of lanterns and floodlights and redecoration of exterior.	Members AGREED to support this application.
22/02905/FP Land North Of, Darley Road, Breachwood Green. Full Planning Permission : Construction of a three-armed roundabout including associated drainage, modifications to existing boundaries facing the highway, formation of footway and associated soft landscaping.	Members AGREED to object to this proposal.
22/03173/FPH 39 Oxford Road, Breachwood Green. Full Permission Householder : Single storey side/rear extension and replace existing first floor flat roof to rear extension with a pitched roof.	Members AGREED to support this application.
22/03135/FPH Crown House, Ley Green, Kings Walden. Full Permission Householder : Erection of rear single storey outbuilding to facilitate home fitness space.	Members AGREED to support this application.
22/03047/FPH 4 Darley Road, Breachwood Green. Full Permission Householder : Part two storey and part single storey front extension. Enlargement of rear patio french doors.	Members AGREED to support this application.
22/02942/OP Land At, Heath Road, Breachwood Green. Outline Application : Outline planning application for 10 dwellings (all matters reserved except for access)	Members AGREED to respond 'Neutral' with agreed comments.

2. To note decisions and appeals:

Application No / Address / Proposal	NHDC Decision
22/02398/LBC - 2 Crown Cottages, Ley Green, Kings Walden, Hitchin, Hertfordshire, SG4 8LU. Replace 3no. single-glazed, timber windows (2no. front elevation and 1no. on side elevation of front porch) with double-glazed, timber windows.	Refused

22/02493/FP - 7 St Marys Rise, And Land To The Rear Of, Breachwood Green. Erection of three detached 3-bed dwellings with associated change of use of land at the west of the site to residential, one detached double garage, parking and landscaping following demolition of existing detached dwelling.	Permission Granted
22/02659/FPH - 7 St Marys Rise, Breachwood Green, Hitchin, Hertfordshire, SG4 8PN. Retention of installation of temporary security gates for a period of two years	Permission Granted

7.13 (Agenda 12) Matters for future consideration

Date and plan for Annual Parish Meeting.

The meeting closed at 9.41 p.m. Next Meeting: Monday 6th February 2023 18:00

Signed Chairman _____ Date _____

ANNEX 1

13 January 2023 (2022-2023)

Kings Walden Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
84	Broadband	18/11/2022		Lloyds bank current	P-2023-080	Broadband	Zen	S	37.00	7.40	44.40
85	Grounds maintenance	28/11/2022		Lloyds bank current	P-2023-081	MUGA Maintenance	JC Agriculture	S	90.00	18.00	108.00
86	CCTV	28/11/2022		Lloyds bank current	P-2023-082	CCTV	Hound Security	S	220.00	44.00	264.00
87	Office services	28/11/2022		Lloyds bank current	P-2023-083	Office services	Actual Admin (Lisa Lathane)	E	75.00		75.00
88	S137	28/11/2022		Lloyds bank current	P-2023-084	Grant	Kings Walden Parochial Church	E	350.00		350.00
89	Tuck purchase	29/11/2022		Lloyds bank current	P-2023-085	Youth Club Tuck	Andrew Spyrou	E	209.98		209.98
90	Grass cutting	05/12/2022		Lloyds bank current	P-2023-086	Grass cutting	R Dawes	S	208.33	41.67	250.00
91	Web site	05/12/2022		Lloyds bank current	P-2023-087	Software	Zen	S	6.99	1.40	8.39
92	Admin	07/12/2022		Lloyds bank current	P-2023-088	Software	Google	E	9.20		9.20
93	Broadband	19/12/2022		Lloyds bank current	P-2023-089	Software	Zen	S	37.00	7.40	44.40
94	Salary	29/12/2022		Lloyds bank current	P-2023-090	Payroll	Lisa Lathane	E	3,693.56		3,693.56
95	Salary	29/12/2022		Lloyds bank current	P-2023-091	Payroll	Andrew Spyrou	E	112.00		112.00
97	Office services	29/12/2022		Lloyds bank current	P-2023-093	Office services	Actual Admin (Lisa Lathane)	E	75.00		75.00
96	Salary	29/12/2022		Lloyds bank current	P-2023-092	Payroll	Olivia Spyrou	E	70.00		70.00
101	Playground Inspections	29/12/2022		Lloyds bank current	P-2023-097	Playground Inspections	NHDC	S	100.00	20.00	120.00
98	Subscriptions	29/12/2022		Lloyds bank current	P-2023-094	Software	Geosphere Ltd	S	90.00	18.00	108.00
99	Electricity	03/01/2023		Lloyds bank current	P-2023-095	Youth Hut Electricity	Scottish Power	L	211.27	10.56	221.83
100	Web site	04/01/2023		Lloyds bank current	P-2023-096	Software	Zen	S	6.99	1.40	8.39
106	Admin	09/01/2023		Lloyds bank current	P-2023-102	Software	Google	E	9.20		9.20
102	Grass cutting	12/01/2023		Lloyds bank current	P-2023-098	Grass cutting	R Dawes	S	208.33	41.67	250.00
103	Admin	12/01/2023		Lloyds bank current	P-2023-099	Software	Starboard Systems Ltd	S	288.00	57.60	345.60
104	Payroll Svcs	12/01/2023		Lloyds bank current	P-2023-100	Payroll admin	DCK Payroll Services	S	52.00	10.40	62.40
105	Cybercheck	13/01/2023		Lloyds bank current	P-2023-101	Cybercheck	Zen	S	10.00	2.00	12.00
Total									6,169.85	281.50	6,451.35

**Kings Walden Parish Council
RECEIPTS LIST**

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
31	Pitch fees	24/11/2022		Lloyds bank current	R-2023-926	Pitch fee	Darren Patel	E	30.00		30.00
32	Pitch fees	24/11/2022		Lloyds bank current	R-2023-927	Pitch fee	Darren Patel	E	30.00		30.00
34	Tuck sales	30/11/2022		Lloyds bank current	R-2023-929	Youth Club Tuck	Andrew Spyrou	E	237.00		237.00
33	Subscriptions	30/11/2022		Lloyds bank current	R-2023-928	Youth Club Entrance Fees	Andrew Spyrou	E	312.00		312.00
37	Interest	09/12/2022		Lloyds deposit	R-2023-932	Interest	Lloyds	E	8.78		8.78
35	Pitch fees	13/12/2022		Lloyds bank current	R-2023-930	Pitch fee	Darren Patel	E	30.00		30.00
36	Pitch fees	13/12/2022		Lloyds bank current	R-2023-931	Pitch fee	Darren Patel	E	30.00		30.00
38	Pitch fees	09/01/2023		Lloyds bank current	R-2023-933	Pitch fee	Darren Patel	E	30.00		30.00
39	Interest	09/01/2023		Lloyds deposit	R-2023-934	Interest	Lloyds	E	16.41		16.41
Total									724.19		724.19

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ANNEX 2

13 January 2023 (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 13/01/2023			
	Cash in Hand 01/04/2022		33,425.57
	ADD		
	Receipts 01/04/2022 - 13/01/2023		37,742.30
			71,167.87
	SUBTRACT		
	Payments 01/04/2022 - 13/01/2023		28,349.26
			42,818.61
A	Cash in Hand 13/01/2023		42,818.61
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Petty Cash	13/01/2023	0.00
	Lloyds deposit	13/01/2023	38,421.76
	Youth Club cash	13/01/2023	0.00
	Lloyds bank current	13/01/2023	4,396.85
			42,818.61
	Less unrepresented payments		
			42,818.61
	Plus unrepresented receipts		
B	Adjusted Bank Balance		42,818.61
	A = B Checks out OK		