



Minutes of the meeting of Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 19th June 2023 at 7.30pm

Councillors: Jon Chamberlin, Paul Harman (Chair), Amanda King, Vickie Peck-Cooper, Niki Tait, Leigh Ward

In attendance: 3 members of the public and the clerk and RFO, Lisa Lathane

- 3.1 (Agenda 1) To receive and accept apologies for absence**
Cllr Connolly sent his apologies due to a bereavement. Members **AGREED** to accept his 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) To adopt the minutes of the last parish council meeting.**
The minutes were adopted, and the chairman was authorised to sign.
- 3.4 (Agenda 7) To review the clerk's report including an update on ongoing projects**
1. Residents have contacted the clerk regarding HGV's travelling along Lower Road. The clerk has contacted Cube metals asking if they can request that any deliveries to them of this size use the bus route. Residents have also asked if the road can have a weight restriction placed on it, I will liaise with Highways as to whether this is possible.
 2. Southern Rural Committee are holding a meeting regarding Fly Tipping in the area: Thursday 22 June, 7.30pm Location: Offley Village Hall, Luton Road, Offley, SG5 3DG. Cllrs and residents are welcome to attend.
 3. The noticeboard has been installed by Paul Cullen outside Kings Walden Stores.
- 3.5 (Agenda 8) To consider changing room quotes**
1. The quotes were presented by the clerk to the meeting.
 2. Members considered the quotes and **RESOLVED** to accept the quote from Dave McNeilly and M J Russell of a combined £9930 inc VAT.
 3. The clerk informed the meeting that this amount may increase slightly in regards to the plumbing work as it is currently unknown what other parts of the village hall may be fed by the changing rooms.
- 3.6 (Agenda 9) To consider picnic bench quotes**
1. Quotes for picnic benches for the Recreation Ground at Breachwood Green were presented to the members.
 2. Concern was raised over how to secure them against theft.
 3. **Cllr Chamberlin** will research some heavier benches made of recycled material.
- 3.7 (Agenda 10) To consider requests from Stopsley Sharks & Breachwood Green Primary School for outdoor storage**
1. Members considered requests from the above organisations for storage at the Recreation Ground at Breachwood Green.
 2. Members **AGREED** that the request from Breachwood Green would be refused due to a lack of regular need.



3. Members **AGREED** to ask Stopsley Sharks to suggest what they would propose to put in situ and the council can then make a judgement. It would free up a large storage cupboard in the Youth Hut should they have outside storage.

3.8 (Agenda 11) To consider a proposal for a parish website and associated costs

1. Due to inadequate websites for both the parish council and the village hall the proposal is that one parish website is created that all key locations can be included on: Parish Council, Village Hall, Cricket Club, Red Lion, The Plough etc. The Village Hall Committee are supportive of this proposal.
2. Members **AGREED** to a domain of kingswaldenparish.co.uk
3. Members **AGREED** to Domain and hosting fee for a year of approximately £145.

3.9 (Agenda 12) To hear an outline proposal for a new community building

1. Cllr Ward outlined a proposal for a new community building on the Recreation Ground in Breachwood Green which would act as a Pavilion for sports and as a social club.
2. Members **NOTED** the proposal and asked for initial costs etc to be presented to take it to the next stage to ensure viability.

3.10 (Agenda 13) Events

To agree arrangements and costs for Summer Band Night

1. Cllr Ward outlined the plans for Summer Band Night.
 - a. Members **AGREED** to the proposals regarding sale or return drinks for the bar.
 - b. Members **AGREED** to the proposals for the street food for the event provided by SMASH Street Food.
 - c. Members **AGREED** to the proceeds of the event being split between Gt Ormond Street Hospital, Cancer Research, Breachwood Green Pre-School and Breachwood Green Primary School.

To consider a card machine for receiving payments at events

Members **AGREED** to the purchasing of two Sum Up machines for taking payments at events. Cost per machine is £46.80 inc VAT.

3.11 (Agenda 14) Airport Update

Handheld Noise Monitor Update

1. Members **AGREED** to renting a hand held noise monitor. The clerk will organise.
2. The clerk will chase up the Airport's noise monitor that will stay in situ for an agreed period of time.

To agree the council response to the Luton Rising Development Consent Order

1. Members **AGREED** that the issues raised in the Airport Survey that KWPC carried out in 2022 should be used as the key issues in the Registration to have our say.

3.12 (Agenda 15) Finance and Risk

1. Payments made were **NOTED** and approved. Payments can be seen in annex 1.
2. Authorisation was given to pay:
 - a. CPRE Membership Renewal of £36 for the next year.
 - b. Direct Mains Ltd £156 (inc VAT) for removing faulty pressure reducing valve and replacing pipework at the Youth Hut to fix the water flow issue.
 - c. Paul Cullen £287 for the Bus Stop Roof Repair and installation of the noticeboard in Kings Walden.
 - d. Kings Walden Stores £75 for 3 years of electricity for the defibrillator cabinet.
 - e. Clerk expenses of £124.47

3. Authorisation was given to the Chair to sign the Bank Reconciliation.
4. Annual Governance and Accountability Review (AGAR).
 - a. Members considered the eight applicable statements in the Annual Governance Statement 2022/23. Members **RESOLVED** to approve the Annual Governance Statement.
 - b. Members reviewed the Accounting Statement for 2022/23. Members **RESOLVED** to approve the Annual Accounting Statement.

1.22 (Agenda 22) Planning

1. The following planning decisions were discussed and the decisions made:

Application & Address	Proposal	Decision
23/00996/FPH Egmont, Pasture Lane, Breachwood Green, Hitchin, Hertfordshire, SG4 8NR	Full Permission Householder : First floor rear extension and alterations to existing roof including addition of roof lights and addition of weather board cladding to existing external first floor rear and side (south) elevations	It was AGREED to support the application.
22/02344/FPH Lulworth Colemans Road Breachwood Green Hitchin Hertfordshire SG4 8PA	Open sided front porch and erection of detached double carport (as a variation of planning permission 22/02344/FPH granted 11.10.2022)	It was AGREED to support the application.

1.22 (Agenda 22) Matters for future consideration

Picnic Benches, Grant applications

The meeting closed at 21:24 p.m.

Next Meeting: Monday 17th July 2023 19:30

ANNEX 1

16 June 2023 (2023-2024)

Kings Walden Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
21 Domain and Cybercheck	15/05/2023		Lloyds bank current	P24-021	Domain, Cybercheck and Broadband	Zen	S	16.99	3.40	20.39
21 Broadband	15/05/2023		Lloyds bank current	P24-021	Domain, Cybercheck and Broadband	Zen	S	41.07	8.21	49.28
22 Ley Green Rent	19/05/2023		Lloyds bank current	P24-022	Ley Green Rent	Carter Jonas	E	50.00		50.00
25 Grass cutting	19/05/2023		Lloyds bank current	P24-025	Grass cutting	R Dawes	S	434.88	86.98	521.86
24 Play equip maintenance	19/05/2023		Lloyds bank current	P24-024	Play area repairs	R Dawes	S	355.00	71.00	426.00
23 Audit	19/05/2023		Lloyds bank current	P24-023	Audit	K Murphy	E	180.00		180.00
34 Village Day / Coronation	19/05/2023		Lloyds bank current	P24-034	Coronation Village Day Expenses	Lisa Lathane	E	217.00		217.00
35 Village Day / Coronation	19/05/2023		Lloyds bank current	P24-035	Coronation Village Day Expenses	Lisa Lathane	E	249.83		249.83
26 Fire inspection	25/05/2023		Lloyds bank current	P24-026	Inspection	Chubb	S	106.23	21.25	127.48
27 Office services	25/05/2023		Lloyds bank current	P24-027	Office services	Actual Admin (Lisa Lathane)	E	75.00		75.00
28 Electricity	30/05/2023		Lloyds bank current	P24-028	Youth Hut Electricity	Scottish Power	L	93.57	4.68	98.25
30 Grass cutting	05/06/2023		Lloyds bank current	P24-030	Grass cutting	R Dawes	S	434.88	86.98	521.86
29 Insurance	05/06/2023		Lloyds bank current	P24-029	Insurance	Gallagher Insurance	E	1,719.18		1,719.18
31 Admin	08/06/2023		Lloyds bank current	P24-031	Software	Google	E	9.20		9.20
32 Broadband	14/06/2023		Lloyds bank current	P24-032	Domain, Cybercheck and Broadband	Zen	S	41.07	8.21	49.28
32 Domain and Cybercheck	14/06/2023		Lloyds bank current	P24-032	Domain, Cybercheck and Broadband	Zen	S	16.99	3.40	20.39
33 Broadband	15/06/2023		Lloyds bank current	P24-033	Broadband	BT	S	86.96	17.39	104.35
Total								4,127.85	311.50	4,439.35

Kings Walden Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
16 Misc Income	30/05/2023		Lloyds bank current	R24-016	Rent	BWG Village hall	E	1.00		1.00
17 Pitch fees	08/06/2023		Lloyds bank current	R24-017	Pitch fee	Stopsley Sharks FC	E	500.00		500.00
18 Interest	09/06/2023		Lloyds deposit	R24-018	Interest	Lloyds	E	22.93		22.93
Total								523.93		523.93