

**Minutes of the meeting of Kings Walden Parish Council
held in the Village Hall, Breachwood Green on
Monday 17th July 2023 at 7.30pm**

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

In attendance: 1 member of the public and the clerk and RFO, Lisa Lathane

- 4.1 (Agenda 1) To receive and accept apologies for absence**
Cllr Tait sent her apologies due to work commitments. Members **AGREED** to accept her apologies.
- 4.2 (Agenda 2) Chairman's Remarks**
Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
- 4.3 (Agenda 3) Public participation: to receive presentations from the public**
A member of public attended and thanked those Cllrs that attended the Village Hall the previous weekend to assist in clearing out the storeroom.

The member of public left the meeting.

- 4.4 (Agenda 4) To adopt the minutes of the last parish council meeting**
The minutes were adopted, and the chair was authorised to sign.
- 4.5 (Agenda 5) Matters arising from minutes of the last meeting not covered elsewhere**
None.
- 4.6 (Agenda 6) To review the clerk's report including an update on ongoing projects**
1. Cube Metals has responded to concerns regarding HGV deliveries coming via Lower Road rather than the bus route. Cube Metals do request that deliveries come via the bus route and will remind them.
 2. The response to Luton Airports DCO application was submitted on the 20th June.
 3. A temporary road closure notice has been received for Chapel Road, between Oxford Road and Bailey Lane. It comes into force on the 14th August for 18 months, but the time it will actually be closed for will be advertised on the roadside nearer the time. It is for utility works.
 4. The memorial bench to the late Lis Greet has now placed in the corner of the recreation ground in Breachwood Green, nearest Bailey's Farm. It was agreed previously by the council.
 5. Carter Jonas, the company that Ley Green Recreation Ground is rented from, has been in contact. They carried out an annual inspection and found the Ley Green marquee in situ. We have been informed that we need to ask permission to erect the marquee anytime it is used.
 6. Some of the CCTV cameras have not been working since the Wi-Fi was changed. Hound Security will attend on Wednesday 19th July to resolve the issue.
- 4.7 (Agenda 7) Review of Standard Documents: Standing Orders and Financial Regulations**
Members reviewed the documents and adopted them for another year with no changes.



4.8 (Agenda 8) To consider picnic bench quotes

1. This item was deferred until the September meeting.
2. Members **AGREED** to situate the remaining benches already purchased by the council at the Recreation Ground in Ley Green, and on the green at Orchard Way.

4.9 (Agenda 9) To consider request from Stopsley Sharks for outdoor storage

1. Members considered the request for outdoor storage based on an example of a metal shed that Stopsley Sharks have suggested.
2. Members **AGREED** that it would be preferable for the parish council to purchase and install outdoor storage, and charge rent to Stopsley Sharks.

4.10 (Agenda 10) To review the new parish website

Members **NOTED** the new website and agreed to launch it with the community.

4.11 (Agenda 11) To consider cutting trees back at the entrance to the Village Hall car park

1. The Village Hall Committee have raised the issue of the low canopy of the trees at the entrance to the car park.
2. Members **AGREED** to obtain quotes to raise the canopy of the trees.

3.10 (Agenda 13) Events

1. £2935.38 was taken from Band Night. After costs that left a profit of £1307.33.
2. Members **AGREED** to hold £307.33 for future parish council events and donate £250 each to: Breachwood Green Pre-School, Breachwood Green Primary School, Gt Ormond Street Hospital Cardiac Unit, Cancer Research.
3. A big thank you was given to all those that helped with the event, and especially to SMASH Streetfood who provided the food for the evening.
4. Members **AGREED** to a Race Night being the next event to be organised at the end of September.

3.11 (Agenda 14) Airport Update

1. Members **AGREED** to the purchase of a NOR103 Hand Held Noise Monitor for £2200. It was **AGREED** that the clerk will apply for a Southern Rural grant to cover a large percentage of the cost.
2. Costs for calibration and insurance will be investigated.
3. An update Luton Rising's DCO application was read out.
 - a. Approximately 1600 people and businesses registered.
 - b. HCC and NHDC have registered and raised concerns noise and inadequate infrastructure. Also commented on limited pre-consultation.
 - c. The preliminary public meeting of the Examining Inspectors is being held at Riverside Suite in Gypsy Lane on 10th August at 10am.
 - d. The examination is expected to be completed by 10th February 2024.
4. 18/19m Public Inquiry: The Secretary of State will issue their decision on the Report on or before the 22nd August.

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. £198.60 to Graphix Ltd for printing (Village Day, Airport Drop Ins, Band Night)
 - b. £243.75 to Leigh Ward for cleaning of the Youth Hut since March. Including the previously agreed 6 hours for post Village Day cleaning.
 - c. £54 to DCK Payroll for running the payroll for June 2023

- d. £325.51 in expenses to the clerk. Includes purchase of 2 x Sum Up machines, website domain and hosting, events licence for Band Night
 - e. £319.54 to Andrew Spyrou for purchase of kegs for Band Night (San Miguel & Neck Oil)
 - f. £412.80 to Cllr Ward for purchase of kegs for Band Night (Estrella)
 - g. £92.45 to Cllr Peck-Cooper for Hand towels, toilet rolls, tumblers and Coke Zero for Band Night
 - h. £113 to Mark Schooling for pizza oven logs and cider.
 - i. £322.08 to Ash Gordon for providing 70 x pizzas at cost.
 - j. £250 to Breachwood Green CIC for Litter Picking
 - k. £199.36 to Cllr Chamberlin for purchase of prosecco for Band Night
 - l. £147 to Costcutter Codicote for the purchase of wine and cider for Band Night
3. Authorisation was given to the Chair to sign the Bank Reconciliation.
 4. Members reviewed and **NOTED** the budget report.

1.22 (Agenda 22) Planning

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

Application & Address	Proposal	Decision
23/01363/FPH - 4 Darley Road, Breachwood Green	Single storey front extension and open sided porch. Alterations to fenestration	It was AGREED to support the application.
23/01463/FPH - Wandonbury, Wandon Green	Single storey rear extension	It was AGREED not to comment on this application as it is out of the parish.

2. The following decisions have been received:

Application & Address	Proposal	Decision
22/03248/FPH & 22/03249/LBC - South Barn, Brownings Lane, Breachwood Green, Hitchin	Hertfordshire, SG4 8PB. Single storey rear extension and internal alterations. Listed Building & Full Planning Consent Refused.	Refused
23/00995/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). (Amended by plans rec'd 20 June 2023)	Permission Granted
23/00734/FP Land to the rear of Lane House, Ley Green, Kings Walden, SG4 8LJ	Conversion and single storey side extension of former stable block into one 2-bed dwelling following demolition of existing carport including parking, landscaping and associated works	Permission Granted



1.22 (Agenda 22) Matters for future consideration
Picnic Benches, Bar Refurbishment, Redecoration in the Youth Hut

The meeting closed at 8.55 p.m.

Next Meeting: Monday 18th September 2023 19:30

ANNEX 1

15 July 2023 (2023-2024)

Kings Walden Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
36 Salary	20/06/2023		Lloyds bank current	P24-036	Payroll	Staff	E	364.00		364.00
37 Salary	20/06/2023		Lloyds bank current	P24-037	Payroll	Staff	E	56.00		56.00
39 Subscriptions	20/06/2023		Lloyds bank current	P24-039	Subscription	CPRE	E	36.00		36.00
40 Salary	20/06/2023		Lloyds bank current	P24-040	Payroll	Staff	E	3,172.40		3,172.40
41 Defibrillator Electricity	20/06/2023		Lloyds bank current	P24-041	Defibrillator electricity	Kings Walden Stores	E	75.00		75.00
38 Youth Hut Maintenance	20/06/2023		Lloyds bank current	P24-038	Youth Club Maintenance	Direct Mains Ltd	S	130.00	26.00	156.00
43 Salary	20/06/2023		Lloyds bank current	P24-043	Payroll	Staff	E	122.50		122.50
44 Clerk expenses	20/06/2023		Lloyds bank current	P24-044	Clerk expenses	Staff	E	124.47		124.47
42 Grounds maintenance	20/06/2023		Lloyds bank current	P24-042	Various works	Paul Cullen	E	287.00		287.00
45 Payroll Svcs	20/06/2023		Lloyds bank current	P24-045	Office services	Actual Admin (Lisa Lathane)	E	75.00		75.00
46 Information Commissioner	29/06/2023		Lloyds bank current	P24-046	ICO Registration	ICO	E	35.00		35.00
47 Admin	07/07/2023		Lloyds bank current	P24-047	Software	Google	E	9.20		9.20
48 Broadband	14/07/2023		Lloyds bank current	P24-048	Domain, Cybercheck and Broadband	Zen	S	21.72	4.35	26.07
48 Domain and Cybercheck	14/07/2023		Lloyds bank current	P24-048	Domain, Cybercheck and Broadband	Zen	S	16.99	3.40	20.39
48 Domain and Cybercheck	14/07/2023		Lloyds bank current	P24-048	Domain, Cybercheck and Broadband	Zen	S	1.34	0.27	1.61
Total								4,526.62	34.02	4,560.64

Kings Walden Parish Council
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
19	Band Night	22/06/2023		Lloyds bank current	R24-019	Band Night Tickets	Resident	E	24.00		24.00
22	Christmas Market	22/06/2023		Lloyds deposit	R24-022	Christmas Market Payment	Stallholder	E	20.00		20.00
20	Band Night	26/06/2023		Lloyds bank current	R24-020	Band Night Tickets	Resident	E	8.00		8.00
21	Band Night	27/06/2023		Lloyds bank current	R24-021	Band Night Tickets	Resident	E	24.00		24.00
23	Band Night	30/06/2023		Lloyds bank current	R24-023	Band Night Tickets	Resident	E	16.00		16.00
24	Band Night	30/06/2023		Lloyds bank current	R24-024	Band Night Tickets	Resident	E	16.00		16.00
25	Band Night	30/06/2023		Lloyds bank current	R24-025	Band Night Tickets	Resident	E	16.00		16.00
26	Band Night	03/07/2023		Lloyds bank current	R24-026	Band Night Tickets	Resident	E	18.00		18.00
27	Band Night	03/07/2023		Lloyds bank current	R24-027	Band Night Tickets	Resident	E	16.00		16.00
28	Band Night	03/07/2023		Lloyds deposit	R24-028	Band Night Sum Up	SumUp	E	1,636.18		1,636.18
29	Band Night	04/07/2023		Lloyds bank current	R24-029	Band Night Tickets	Resident	E	30.00		30.00
30	Interest	10/07/2023		Lloyds deposit	R24-030	Interest	Lloyds	E	24.78		24.78
Total									1,848.96		1,848.96