

Kings Walden Parish Council

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Parish Council



Monday 18th September 2023 starting at 7.30pm

Breachwood Green Village Hall, Chapel Rd, Breachwood Green, SG4 8NX

To Cllrs: Jon Chamberlin, Owen Connolly, Paul Harman (Chair), Amanda King,
Vickie Peck-Cooper, Niki Tait, Leigh Ward

Councillors are respectively summoned to attend this meeting for the transaction of business in the agenda below. The meeting is open to members of the public and press.

Lisa Lathane, Clerk to the Council, 12th September 2023

A handwritten signature in blue ink, appearing to read 'Lisa Lathane', written over a horizontal line.

MEETING OF KINGS WALDEN PARISH COUNCIL - AGENDA

1. **To receive and accept apologies for absence.**
2. **Chairman's remarks.**
Members are reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
3. **Public participation: To receive presentations from the public (10 minutes allowed, † pre-registration requested)**
 - a. **To receive a presentation from District Councillors (5 minutes allowed).**
 - b. **To receive a presentation from the County Councillor (5 minutes allowed).**
4. **To adopt the minutes of the last parish council meeting.**
5. **Matters arising from minutes of the last meeting not covered elsewhere.**
6. **To receive the clerk's report including an update on ongoing projects.**
 - One of the doors to the new noticeboard in Ley Green has fallen off. I have asked Paul Cullen for a quote to repair.
 - A resident has again complained about the lack of repair of the bench on the Heath.
 - There is a consultation running on the proposal to close Hexton Primary School. Does the council wish to respond with any comment?
 - Southern Rural Forum is holding their next meeting at Breachwood Green Village Hall on the 21st Sept at 7.30pm. The subject is an Update on Luton Airport Expansion and Andrew Lambourne of LADACAN will be speaking. Members and residents are welcome to attend.
7. **To consider picnic bench options**
Update from Cllr Chamberlin
8. **To consider outdoor storage options**

9. To consider bar refurbishment options

10. Asset of Community Value - The Plough PH, Kings Walden

The Parish Council received the following email regarding the Plough Public House in Ley Green. The Parish Council has it listed as an Asset of Community Value (see decision notice sent separately).

ASSETS OF COMMUNITY VALUE (COMMUNITY RIGHT TO BID)

The landowner has confirmed their intention to sell The Plough PH, Kings Walden, registered by NHDC as an Asset of Community Value, and therefore this triggers the interim six-week moratorium period (exemptions notwithstanding) during which community groups may request to be treated as a potential bidder for the asset.

If a request to bid is received this will bring the full moratorium period into force (please see section 9 of the non-statutory advice note for local authorities for further background). For clarity, please write to both myself at NHDC and the landowner.

Please see our website Community assets | North Herts Council (north-herts.gov.uk) for further information.

The interim moratorium period will run from 29th August 2023 to 10th October 2023 inclusive.

The full moratorium (if triggered would run for six months from 29th August 2023 and conclude on 28th February 2024 (inclusive).

There is one type of disposal that may be made during a moratorium, that being that the owner may sell to a local community interest group.

I should also re-iterate that there are a number of exemptions as set out in Annex A of the 'non statutory advice note for local authorities'.

11. Events

- a. To agree purchases for Race Night**
- b. To agree help on Race Night**

12. Airport Update

Southern Rural Grant: the last deadline for the grant in regards to the Hand Held Noise Monitor was just before our last meeting where it was agreed to apply. The next application deadline is the 12th November. The clerk will make the application ahead of this date.

13. Finance and Risk:

- a. To authorise non-contractual payments and note payments to date.**

Authorisation required to pay:

- £45.60 to DCK Payroll for the July – Sept payroll.
- £55.80 to Graphix Ltd for Race Night flyers
- £216 to Graphix Ltd for roadside Banners and posters for Village Day

Twice recently we have had notification that the defib at the village hall may have been used, as the ambulance service have directed a caller to it. Neither time had the pads been used. However in the event that they are used we would need to replace the pads quickly to ensure that the defib remains available. Can the clerk ask for permission to replace the pads as soon as it is necessary without asking full council at the next meeting?

b. To authorise the signing of the Bank Reconciliation

Please see the finance information at the end of this document.

The AGAR has been completed by PFK Littlejohn without any comment.

14. Planning:

a) To receive and consider responses to planning applications.

None

b) To note decisions and appeals.

23/01363/FPH - 4 Darley Road, Breachwood Green, Hitchin, Hertfordshire, SG4 8PD. Single storey front extension and open sided porch. Alterations to fenestration. PERMISSION GRANTED

c) To consider any other planning matters pertinent to the Parish Council.

15. Matters for future consideration.

Next scheduled meetings:

- Parish Council meeting: Monday 16th October 2023 19:30

Kings Walden Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
50	Youth Hut Cleaning	18/07/2023		Lloyds bank current	P24-050	Youth Club Cleaning	Leigh Ward	E	243.75		243.75
52	Clerk expenses	18/07/2023		Lloyds bank current	P24-052	Clerk expenses	Lisa Lathane	E	38.25		38.25
52	Band Night	18/07/2023		Lloyds bank current	P24-052	Clerk expenses	Lisa Lathane	E	21.00		21.00
55	Band Night	18/07/2023		Lloyds bank current	P24-055	Band Night Expenses	Vickie Peck-Cooper	E	92.45		92.45
56	Band Night	18/07/2023		Lloyds bank current	P24-056	Band Night Expenses	SMASH	E	113.00		113.00
57	Band Night	18/07/2023		Lloyds bank current	P24-057	Band Night Expenses	SMASH	E	322.08		322.08
58	Litter picking	18/07/2023		Lloyds bank current	P24-058	Litter Picking	Breachwood Green CIC	E	250.00		250.00
60	Band Night	18/07/2023		Lloyds bank current	P24-060	Band Night Expenses	Jon Chamberlin	E	199.36		199.36
61	Broadband	18/07/2023		Lloyds bank current	P24-061	Broadband	BT	S	39.95	7.99	47.94
59	Grass cutting	18/07/2023		Lloyds bank current	P24-059	Grass cutting	R Dawes	S	434.88	86.98	521.86
52	Web site	18/07/2023		Lloyds bank current	P24-052	Clerk expenses	Lisa Lathane	S	143.88	28.78	172.66
51	Payroll Svcs	18/07/2023		Lloyds bank current	P24-051	Payroll admin	DCK Payroll Services	S	45.00	9.00	54.00
52	Admin	18/07/2023		Lloyds bank current	P24-052	Clerk expenses	Lisa Lathane	S	78.00	15.60	93.60
53	Band Night	18/07/2023		Lloyds bank current	P24-053	Band Night Expenses	Andrew Spyrou	S	266.28	53.26	319.54
54	Band Night	18/07/2023		Lloyds bank current	P24-054	Band Night Expenses	Leigh Ward	S	344.00	68.80	412.80
49	Printing Costs	18/07/2023		Lloyds bank current	P24-049	Printing costs	Graphix Print Solutions	S	165.50	33.10	198.60
62	Office services	24/07/2023		Lloyds bank current	P24-062	Office services	Actual Admin (Lisa Lathane)	E	75.00		75.00
64	PAYE	25/07/2023		Lloyds bank current	P24-063	Payroll	HMRC	E	552.70		552.70
65	Band Night	31/07/2023		Lloyds bank current	P24-064	Band Night Expenses	J Robarts and Sons	E	147.82		147.82
66	Band Night	31/07/2023		Lloyds bank current	P24-065	Band Night Donation	Breachwood Green Pre-Schoo	E	250.00		250.00
67	Band Night	31/07/2023		Lloyds bank current	P24-066	Clerk expenses	Lisa Lathane	E	250.00		250.00
68	Band Night	31/07/2023		Lloyds bank current	P24-067	Clerk expenses	Lisa Lathane	E	250.00		250.00
63	CCTV Maintenance	31/07/2023		Lloyds bank current	P24-063	CCTV	Hound Security	S	230.00	46.00	276.00
69	Admin	07/08/2023		Lloyds bank current	P24-068	Software	Google	E	9.20		9.20
70	Broadband	14/08/2023		Lloyds bank current	P24-069	Domain, Cybercheck and Broa	Zen	S	20.66	4.13	24.79
71	Electricity	14/08/2023		Lloyds bank current	P24-070	Youth Hut Electricity	Scottish Power	L	394.48	19.72	414.20
70	Domain and Cybercheck	14/08/2023		Lloyds bank current	P24-069	Domain, Cybercheck and Broa	Zen	S	16.99	3.40	20.39
72	Broadband	15/08/2023		Lloyds bank current	P24-071	Broadband	BT	S	39.95	7.99	47.94
75	Audit	25/08/2023		Lloyds bank current	P24-074	Audit	PFK Littlejohn	S	210.00	42.00	252.00
74	Office services	29/08/2023		Lloyds bank current	P24-073	Office services	Actual Admin (Lisa Lathane)	E	75.00		75.00
73	Grass cutting	29/08/2023		Lloyds bank current	P24-072	Grass cutting	R Dawes	S	434.88	86.98	521.86
76	Changing Rooms Refurbishm	31/08/2023		Lloyds bank current	P24-075	Changing Room Refurbishmen	M.J Russell Plumbing & Heati	S	5,300.00	1,060.00	6,360.00

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Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
77 Admin	07/09/2023		Lloyds bank current	P24-076	Software	Google	Z	9.20		9.20
78 Domain and Cybercheck	14/09/2023		Lloyds bank current	P24-077	Domain and Cybercheck	Zen	S	16.99	3.40	20.39
79 Broadband	15/09/2023		Lloyds bank current	P24-078	Broadband	BT	S	39.95	7.99	47.94
							Total	11,120.20	1,585.12	12,705.32

Kings Walden Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
31 Interest	09/08/2023		Lloyds deposit	R24-031	Interest	Lloyds	E	27.89		27.89
32 Band Night	22/08/2023		Lloyds bank current	R24-032	Band Night Cash Taken	Lloyds	E	960.00		960.00
33 Events	22/08/2023		Petty Cash	R24-033	Events Float	Resident	E	170.10		170.10
35 CTRSG	11/09/2023		Lloyds bank current	R24-035	CTRSG	NHDC	Z	511.15		511.15
34 Precept	11/09/2023		Lloyds bank current	R24-034	Precept	NHDC	Z	17,085.65		17,085.65
37 Interest	11/09/2023		Lloyds deposit	R24-037	Interest	Lloyds	Z	32.76		32.76
36 Race Night	13/09/2023		Lloyds deposit	R24-036	Race Night Sponsorship	Cube Metals	Z	300.00		300.00
Total								19,087.55		19,087.55

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 15/09/2023			
	Cash in Hand 01/04/2023			39,395.59
	ADD			
	Receipts 01/04/2023 - 15/09/2023			40,812.09
				80,207.68
	SUBTRACT			
	Payments 01/04/2023 - 15/09/2023			27,544.60
A	Cash in Hand 15/09/2023 (per Cash Book)			52,663.08
	Cash in hand per Bank Statements			
	Petty Cash	15/09/2023	170.10	
	Lloyds bank current	15/09/2023	20,785.44	
	Youth Club cash	15/09/2023	0.00	
	Lloyds deposit	15/09/2023	31,707.54	
				52,663.08
	Less unrepresented payments			
				52,663.08
	Plus unrepresented receipts			
B	Adjusted Bank Balance			52,663.08
	A = B Checks out OK			