



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

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

In attendance: Clerk and RFO, Lisa Lathane

- 6.1 (Agenda 1) To receive and accept apologies for absence**
Cllr Tait sent her apologies. Members **AGREED** to accept her apologies.
- 6.2 (Agenda 2) Chairman's Remarks**
Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
- 6.3 (Agenda 3) Public participation: to receive presentations from the public**
1. Cube Metals has contacted the clerk to inform the meeting that they are pleased to announce that one apprentice has been hired who is a resident of Breachwood Green. Two more residents have applied for positions within the company.
 2. A resident has contacted the clerk regarding issues on the The Heath with parking and trading times. Members **AGREED** to write the relevant parties asking them to be more considerate of residents living along The Heath.
- 6.4 (Agenda 4) To adopt the minutes of the last parish council meeting**
The minutes were adopted, and the chair was authorised to sign.
- 6.5 (Agenda 5) Matters arising from minutes of the last meeting not covered elsewhere**
None.
- 6.6 (Agenda 6) To review the clerk's report including an update on ongoing projects**
1. LADACAN's AGM will be held on Friday 20th October at 7:30pm in Wheathampstead Memorial Hall, AL4 8AY.
 2. A request as been put in for a visit from Highways to view possible options traffic slowing measures along Darley Road. They have responded asking for the specific location which I have sent, and they are doing some background checks first (i.e. check the accident history; check if any traffic speed data has been recently collected; if the location has been investigated before; if the Police are aware of any history of speeding complaints & any enforcement they may have carried out).
 3. Contact was made with Luton Council regarding access for parish residents to the tip on Eaton Road. No response has been received back.
- 6.7 (Agenda 7) To consider picnic bench options**
1. Cllr Chamberlin shared options with the meeting.
 2. After considering options members **AGREED** to purchase two benches from the Garden Furniture Centre at a cost of £799.99 each.
- 6.8 (Agenda 8) To consider outdoor storage options**
1. Costs for a new 20ft storage container, and a used container were shared with the meeting.



2. Members **AGREED** to purchase a used shipping container at a cost of £1700. Cube Metals has offered 50% as a donation towards the container which was accepted with thanks. The clerk will find out shipping costs.

6.9 (Agenda 9) To consider bar refurbishment options

1. Cllr Ward informed the meeting that Ashley Gordon is happy to install all bar equipment.
2. Decoration and refurbishment of the rest of the bar area will be carried out separately.
3. Members **AGREED** items to install in the bar, within the £5000 budget agreed at the last meeting.
4. Cllr Ward will liaise with Ashley Gordon as to how quickly the work could be undertaken, taking into considerations bookings in the hall.

6.10 (Agenda 10) To consider new play equipment in Ley Green

Contact has been made with Jonas Carter who KWPC rent the land from asking what permissions would be needed to install new play equipment. They are discussing at their end.

6.11 (Agenda 11) To review costs for repairing the bench on The Heath

The quote for repairing the bench was higher than anticipated. With a possible development on the land behind the bench, the parish council will look to relocate the bench elsewhere.

6.12 (Agenda 12) Uncontested elections Fee – to discuss and agree a response to the consultation

Members **AGREED** to respond stating their objection to the proposal.

6.13 (Agenda 13) Events

1. The clerk informed the meeting that £806.52 was made from Race Night after costs were taken out. Members **AGREED** that this amount be put towards hosting future events.
2. Members **AGREED** to hold a Christmas Film Night on the 9th December. Minimal purchases for the night to top up the bar will need to be made, which members **AGREED**.
3. Film suggestions were made for a family matinee, and an adults only film later in the evening. The clerk will investigate licence fees for these films.
4. Help to set up, run the evening, and clearing up was agreed.
5. Members **AGREED** not to run the Christmas Market as the date clashes with another large event locally.

6.14 (Agenda 14) Airport Update

1. The Secretary of State has made a decision on the expansion to 19million passengers, allowing the proposal to go ahead.
2. Members **NOTED** an airport update report from Andy Mills-Baker which was read out by Cllr King.

6.13 (Agenda 13) Finance and Risk

1. Payments made were **NOTED** and approved. Payments can be seen in annex 1.
2. Authorisation was given to pay:
 - a. £409.80 to SMASH Street Food for the food provided on Race Night.
 - b. £61.97 to Paul Cullen for fixing the noticeboard in Ley Green.
3. Members authorised the signing of the Bank Reconciliation.

6.22 (Agenda 22) Planning

1. The following applications were considered:

Application & Address	Proposal	Decision
23/02261/FPH - 9 Lye Hill, Breachwood Green	Detached double garage.	Council agreed to support.
APP/X1925/Y/23/3323283 - 2 Crown Cottages, Ley Green	Appeal Notice – Replacement of windows.	Council agreed to continue to support this proposal.
23/02111/FPH - Chiltern House, Austage End Lane	Open bay oak framed triple garage and installation of electric vehicle charging point.	Council agreed to support.

6.22 (Agenda 22) Matters for future consideration
Draft Budget, Youth Club

The meeting closed at 9.30 p.m.

Next Meeting: Monday 20th November 2023 19:30

ANNEX 1

13 October 2023 (2023-2024)

Kings Walden Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
80 Salary	19/09/2023		Lloyds bank current	P24-079	Payroll	Staff	Z	122.50		122.50
81 Salary	19/09/2023		Lloyds bank current	P24-080	Payroll	Staff	Z	196.00		196.00
83 Clerk expenses	19/09/2023		Lloyds bank current	P24-082	Clerk expenses	Staff	Z	32.09		32.09
82 Salary	19/09/2023		Lloyds bank current	P24-081	Payroll	Staff	Z	3,172.20		3,172.20
83 Events	19/09/2023		Lloyds bank current	P24-082	Clerk expenses	Staff	Z	21.00		21.00
83 Events	19/09/2023		Lloyds bank current	P24-082	Clerk expenses	Staff	S	423.87	84.77	508.64
89 Office services	19/09/2023		Lloyds bank current	P24-088	Office services	Actual Admin (Lisa Lathane)	Z	75.00		75.00
87 Grass cutting	19/09/2023		Lloyds bank current	P24-086	Grass cutting	R Dawes	S	434.88	86.98	521.86
86 Payroll Svcs	19/09/2023		Lloyds bank current	P24-085	Payroll admin	DCK Payroll Services	S	38.00	7.60	45.60
88 Band Night	19/09/2023		Lloyds bank current	P24-087	Band Night Donation	Breachwood Green Primary S	Z	250.00		250.00
84 Events	19/09/2023		Lloyds bank current	P24-083	Events expenses	Graphix Print Solutions	S	46.50	9.30	55.80
85 Events	19/09/2023		Lloyds bank current	P24-084	Events expenses	Graphix Print Solutions	S	180.00	36.00	216.00
90 Admin	06/10/2023		Lloyds bank current	P24-089	Software	Google	Z	9.20		9.20
Total								5,001.24	224.65	5,225.89

13 October 2023 (2023-2024)

Kings Walden Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
38 Events	18/09/2023		Lloyds bank current	R24-038	Race Night Tickets	Resident	Z	12.00		12.00
39 Events	25/09/2023		Lloyds deposit	R24-039	Event Proceeds	Petcular Little Shop	Z	20.00		20.00
40 Events	25/09/2023		Lloyds deposit	R24-040	Event Proceeds	SumUp	Z	773.16		773.16
41 Pitch fees	27/09/2023		Lloyds bank current	R24-041	Pitch fee	Darren Patel	E	90.00		90.00
43 Interest	09/10/2023		Lloyds deposit	R24-043	Interest	Lloyds	Z	29.60		29.60
42 Pitch fees	10/10/2023		Lloyds bank current	R24-042	Pitch fee	Darren Patel	E	30.00		30.00
Total								954.76		954.76

ANNEX 2

13 October 2023 (2023-2024)

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 15/10/2023	
	Cash in Hand 01/04/2023 39,395.59
	ADD
	Receipts 01/04/2023 - 15/10/2023 41,766.85
	81,162.44
	SUBTRACT
	Payments 01/04/2023 - 15/10/2023 32,770.49
A	Cash in Hand 15/10/2023 48,391.95 (per Cash Book)
	Cash in hand per Bank Statements
	Petty Cash 13/10/2023 170.10
	Lloyds deposit 13/10/2023 32,530.30
	Youth Club cash 13/10/2023 0.00
	Lloyds bank current 13/10/2023 15,691.55
	48,391.95
	Less unrepresented payments 48,391.95
	Plus unrepresented receipts
B	Adjusted Bank Balance 48,391.95
	A = B Checks out OK