

Monday 15th January 2024 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, 10th January 2024



MEETING OF KINGS WALDEN PARISH COUNCIL - AGENDA

1. To receive and accept apologies for absence.
2. Chairman's remarks.
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.
7. Airport Update
8. Parking options on the Green/Mill Way
9. To agree any arising costs in relation to the bar refurbishment
10. Finance and Risk:
 - a. To authorise non-contractual payments and note payments to date.
 - b. To authorise the signing of the Bank Reconciliation
 - c. To agree the 2024/25 Budget
 - d. To agree the 2024/25 Precept Request
11. Planning:
 - a) To receive and consider responses to planning applications.
 - i. 22/03231/FP - Land North East Of, Wandon End, Hertfordshire. Amended plans.
 - ii. 23/02482/FP & 23/02483/LBC at The Plough Plough Lane, Kings Walden, Hertfordshire, SG4 8LA
 - b) To note decisions and appeals.
 - c) To consider any other planning matters pertinent to the Parish Council.
12. Matters for future consideration.

Next scheduled meetings:

- Parish Council meeting: Monday 19th February 2024 19:30



Minutes of the meeting of Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 20th November 2023 at 7.30pm

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

In attendance: One member of the public and Clerk and RFO, Lisa Lathane

7.1 (Agenda 1) To receive and accept apologies for absence

District Cllr Strong sent her apologies.

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: to receive presentations from the public

1. A representative from Cube Metals attended the meeting and informed the council that two residents of Breachwood Green are now employed with them.
2. Cllr Strong sent the following points which were read out by the clerk:
 - a. The solar farm in St Ippolyts parish, on Green Belt, has been refused.
 - b. The Luton Airport expansion to 19m has been granted by the Secretary of State.
 - c. Ubasser staff have voted to strike starting on November 29th, it's anticipated this may effect bin collections. No details have yet been published but if there is disruption to services this will be publicised to residents.

The Chair proposed, and Members AGREED, to move Agenda item 9 earlier in the meeting.

7.4 (Agenda 9) To consider outdoor storage prices

1. Members **AGREED** that Cube Metals would invoice KWPC for 50% of the total cost of the new container.
2. Cube Metals would arrange for the container to be delivered in the New Year.

One member of public left the meeting.

7.5 (Agenda 4) To adopt the minutes of the last parish council meeting

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

7.6 (Agenda 5) Matters arising from minutes of the last meeting not covered elsewhere

Cllr Ward updated the meeting on the bar refurbishment.

7.7 (Agenda 6) To review the clerk's report including an update on ongoing projects

1. A provisional order has been put in for the benches agreed at the last meeting. Once they are ready an invoice will be sent.
2. The final plastering in the changing rooms will commence at the end of this week. Then all that will be needed is for the changing rooms to be decorated.
3. The application for a Southern Rural Grant has been made and acknowledged, this is for the hand held noise monitor.
4. A resident from the Heath has contacted the clerk requesting the parish council assist in asking PFP to cut the hedge opposite the cottages on the Heath.



7.8 (Agenda 7) Airport Update

1. Cllr King read out a letter from LADACAN concerning the lack of representation from Hertfordshire County Council against Luton Airport Expansion.
2. Members **AGREED** to write to Hertfordshire County Council backing up the message from LADACAN. The clerk will also liaise with nearby parish council's asking that they do the same.

7.9 (Agenda 8) Parking on the Green / Mill Way

1. Two residents of Mill Way have contacted the clerk asking for bollards to be installed on the Green at the entrance of Mill Way to prevent cars parking on it.
2. The parish council do not own this land, the clerk has contacted Highways regarding the issue and asking if this would be considered. At the time of the meeting no response had been received.

7.10 (Agenda 10) To consider new play equipment in Ley Green, including the relevant legal and surveyor fees

1. Carter Jonas have responded to the council stating that any new play equipment installed at Ley Green would require:
 - a. Drawings and specifications of the proposal sent to them
 - b. If permission was granted then a licence for the alterations would cost £750 in legal fees, and £750 in surveyor fees.
2. Members **AGREED** that the clerk should challenge the fees for such a small change.

7.11 (Agenda 11) To consider grant applications

1. Kings Walden Church has applied for a grant of £200 towards marketing costs for their Christmas Cracker event.
2. Members **AGREED** to fund the grant.

7.12 (Agenda 12) To agree films and any costs

1. It was **AGREED** to provide chilli (meat and vegetarian) and nachos for the adult film with Cllrs Ward and Peck-Cooper cooking.
2. Sweets and popcorn will be provided for the children's film.
3. Film Licences are being sought with Filmbankmedia, members **AGREED** to go ahead with payments should a cheaper option not be found. The clerk will liaise with Whitwell Film Club regarding film licences.

7.13 (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. £150 to Filmbankmedia for Film Licencing
3. Members authorised the signing of the Bank Reconciliation.
4. Members **APPROVED** the NALC recommendations for the clerk's salary, backdated to April 2023.
5. Members **APPROVED** the annual increment of the clerk's salary by one point, backdating to April 2023 as per the clerk's employment contract.
6. Members considered items to be added to the 2024/25 Budget to be discussed at the January 2024 meeting.

7.14 (Agenda 14) Planning

1. The following applications were considered:



Application & Address	Proposal	Decision
23/02418/LBC – Keepers Cottage, 2A Orchard Way, Breachwood Green	Listed Building Consent: Replace 16no, existing single-glazed timber-framed windows with white Upvc double-glazed windows.	Council agreed to support.

2. Land on the west side of Lower oad is going to planning committee on the 30th November 2023.

6.22 (Agenda 15) Matters for future consideration
Budget, Possible Cricket Club funding.

The meeting closed at 8.55 p.m.

Next Meeting: Monday 15th January 2023 19:30

ANNEX 1

17 November 2023 (2023-2024)

Kings Walden Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
91 Domain and Cybercheck	16/10/2023		Lloyds bank current	P24-090	Domain and Cybercheck	Zen	S	16.99	3.40	20.39
92 Broadband	16/10/2023		Lloyds bank current	P24-091	Broadband	BT	S	39.95	7.99	47.94
96 Electricity	23/10/2023		Lloyds bank current	P24-095	Youth Hut Electricity	Scottish Power	L	318.89	15.94	334.83
95 Grass cutting	23/10/2023		Lloyds bank current	P24-094	Grass cutting	R Dawes	S	434.88	86.98	521.86
94 Noticeboard	23/10/2023		Lloyds bank current	P24-093	Noticeboard	Paul Cullen	Z	61.97		61.97
93 Events	23/10/2023		Lloyds bank current	P24-092	Race Night Catering	SMASH	Z	409.80		409.80
97 Office services	23/10/2023		Lloyds bank current	P24-096	Office services	Actual Admin (Lisa Lathane)	Z	75.00		75.00
98 PAYE	25/10/2023		Lloyds bank current	P24-097	Payroll	HMRC	Z	496.90		496.90
99 Admin	07/11/2023		Lloyds bank current	P24-098	Software	Google	Z	9.20		9.20
100 Domain and Cybercheck	14/11/2023		Lloyds bank current	P24-099	Domain and Cybercheck	Zen	S	16.99	3.40	20.39
101 Broadband	15/11/2023		Lloyds bank current	P24-100	Broadband	BT	S	39.95	7.99	47.94
Total								1,920.52	125.70	2,046.22

17 November 2023 (2023-2024)

Kings Walden Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
44 Pitch fees	17/10/2023		Lloyds bank current	R24-044	Pitch fee	Darren Patel	E	30.00		30.00
48 Pitch fees	26/10/2023		Lloyds bank current	R24-048	Pitch fee	Darren Patel	Z	30.00		30.00
47 Interest	09/11/2023		Lloyds deposit	R24-047	Interest	Lloyds	Z	35.92		35.92
45 Pitch fees	14/11/2023		Lloyds bank current	R24-045	Pitch fee	Darren Patel	E	30.00		30.00
46 Pitch fees	15/11/2023		Lloyds bank current	R24-046	Pitch fee	Darren Patel	E	30.00		30.00
Total								155.92		155.92

ANNEX 2

17 November 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 17/11/2023	
Cash in Hand 01/04/2023	39,395.59
ADD Receipts 01/04/2023 - 17/11/2023	41,922.77
	81,318.36
SUBTRACT Payments 01/04/2023 - 17/11/2023	34,816.71
A Cash in Hand 17/11/2023 (per Cash Book)	46,501.65
Cash in hand per Bank Statements	
Petty Cash 17/11/2023	170.10
Lloyds deposit 17/11/2023	32,566.22
Youth Club cash 17/11/2023	0.00
Lloyds bank current 17/11/2023	13,765.33
	46,501.65
Less unrepresented payments	46,501.65
Plus unrepresented receipts	
B Adjusted Bank Balance	46,501.65
A = B Checks out OK	

Kings Walden Parish Council

Kings Walden
Parish Council



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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, 10th January 2024

A handwritten signature in blue ink, appearing to read 'Lisa Lathane'.

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2. Chairman's remarks.
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.
 - The shipping container should have been delivered during the day on the 15th January.
 - HAPTC Member Consultation - Please complete the survey to ensure your voice is heard to help us understand what support you and your council need, both now and in the future, and how you value the current level of support provided by the Hertfordshire Association of Parish and Town Councils (HAPTC).
<https://surveys.breakthroughcomms.co.uk/zs/DFBuBR>
 - Due to rain before and since Christmas there have been issues with the changing room roof leaking. McNeilly Electrical has been dealing with it and now the leak is sorted. Plastering will now take place and by the end of next week it should be completed.
 - HCC are running consultation on their budget which runs until the 28th January.
www.hertfordshire.gov.uk/budget24-25

7. Airport Update

8. Parking options on the Green/Mill Way

It has been suggested that we could request that parking spaces are put on the triangle of Green at the entrance to Mill Way.

9. To agree any arising costs in relation to the bar refurbishment

The bar work will take place on the 22nd January and will take one day. The bar top replacement can be done afterwards as the beer taps are removable, as can the shutter.

10. Finance and Risk:

- a. To authorise non-contractual payments and note payments to date.
- b. To authorise the signing of the Bank Reconciliation

Financial information sent separately.

- c. To agree the 2024/25 Budget

- d. To agree the 2024/25 Precept Request

11. Planning:

- a) To receive and consider responses to planning applications.
 - i. 22/03231/FP - Land North East Of, Wandon End, Hertfordshire. Amended plans.

 - ii. 23/02482/FP & 23/02483/LBC at The Plough Plough Lane, Kings Walden, Hertfordshire, SG4 8LA

- b) To note decisions and appeals.

23/02418/LBC - Keepers Cottage, 2A Orchard Way, Breachwood Green, Hitchin, Hertfordshire, SG4 8NT. Replace 16no. existing single-glazed timber-framed windows with white Upvc double-glazed windows. **REFUSED**

22/02871/FP - Land On The West Side Of, Lower Road, Breachwood Green, Hertfordshire, SG4 8NS. Erection of six dwellings comprising of two pairs of semidetached dwellings (2 x 2-bed and 2 x 3-bed) and two detached 3-bed dwellings with detached double garages (plots 3 and 4) including parking, landscaping and creation of vehicular access off Lower Road. **PERMISSION GRANTED**

23/02261/FPH - 9 Lye Hill, Breachwood Green, Hitchin, Hertfordshire, SG4 8PP. Detached double garage. **REFUSED**

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

12. Matters for future consideration.

Next scheduled meetings:

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