



Monday 19th February 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, 14th February 2024

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

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
 - a. The Examination into the proposed expansion of Luton Airport
 - b. Feedback from the LLACC meeting
8. To consider contributing to a Defibrillator Cabinet at Breachwood Green Primary School
9. To consider any items for purchase in relation to the bar refurbishment
10. To discuss and agree actions arising from NHDC Playground Reports
11. Finance and Risk:
 - a. To authorise non-contractual payments and note payments to date.
 - b. To authorise the signing of the Bank Reconciliation
12. Planning:
 - a) To receive and consider responses to planning applications.
 - b) To note decisions and appeals.
 - c) To consider any other planning matters pertinent to the Parish Council.
 - i. East of Luton Consultations
13. Matters for future consideration.

Next scheduled meetings:

- Parish Council meeting: Monday 18th March 2024 19:30



**Minutes of the meeting of Kings Walden Parish Council
held in the Village Hall, Breachwood Green on
Monday 15th January 2024 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, District Cllr Strong and Clerk and RFO, Lisa Lathane

- 8.1 (Agenda 1) To receive and accept apologies for absence**
None.
- 8.2 (Agenda 2) Chairman's Remarks**
Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
- 8.3 (Agenda 3) Public participation: to receive presentations from the public**
1. Cllr Strong sent the following points which were read out by the clerk:
 - a. The new leisure contract has now been awarded and will start on the 1st April.
 - b. The review of the Local Plan is starting.
 - c. NHDC and HCC are setting their budgets for the next financial year.
 - d. The masterplan for the East of Luton is being discussed and there will soon be consultations for the public to attend.
- 8.4 (Agenda 4) To adopt the minutes of the last parish council meeting**
The minutes were adopted, and the chair was authorised to sign.
- 8.5 (Agenda 5) Matters arising from minutes of the last meeting not covered elsewhere**
None.
- 8.6 (Agenda 6) To review the clerk's report including an update on ongoing projects**
1. The shipping container should have been delivered during the day on the 15th January.
 2. 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>
 3. Due to rain before and since Christmas there have been issues with the changing room roof leaking. McNeilly Electrical have 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.
 4. HCC are running consultation on their budget which runs until the 28th January.
www.hertfordshire.gov.uk/budget24-25
 5. A resident has offered to fix the bench on the Heath free of charge. The members **AGREED** to accept the offer.
- 8.7 (Agenda 7) Airport Update**
None.
- 8.8 (Agenda 8) Parking options on the Green / Mill Way**
1. Members **AGREED** to request with Highways that 2-3 parking spaces (grasscrete) are installed on the Green at Mill Way to provide extra parking for residents.

- The clerk will contact Highways and ask that they come out to view the area and discuss all possible solutions, including possibly making Mill Way a one way road for safety.

8.9 (Agenda 9) To agree any arising costs in relation to the bar refurbishment.

- The bar fitters are coming in on Monday 22nd January to fit the new bar.
- The clerk will look into the costs for an annual licence for the parish council to run the bar.
- The bar top and shutter can be changed after the rest of the bar is fitted, plus decorating.

8.10 (Agenda 10) Finance and Risk

- Payments made were **NOTED** and approved. Payments can be seen in annex 1.
- Authorisation was given to pay:
 - Scribe Accounting (Starboard Systems) - £414.72
 - DCK Payroll - £45.60
- Members authorised the signing of the Bank Reconciliation.
- Members considered the draft budget for 2024/25 and **APPROVED** the budget after making some small changes.
- Members **AGREED** to submit a precept request of £ 35,879.86 for 2024/25.

7.14 (Agenda 14) Planning

- The following applications were considered:

Application & Address	Proposal	Decision
22/03231/FP – Land North East of, Wandon End, Hertfordshire. Amended plans.	Solar farm	Council AGREED to reissue their initial comments of objection with agreed additions.
23/02482/FP & 23/02483/LBC - The Plough, Plough Lane, Kings Walden	Change of use and partial demolition of existing public house to one 4-bed dwelling (Use Class C3) to include part two storey and part single storey rear extension, external cladding and erection of carport following demolition of existing garage. Erection of a single storey rear outbuilding ancillary to main dwelling to facilitate gym / office / store with associated parking and hard and soft landscaping	Council AGREED to object to the proposal.

- To note decisions and appeals

Application & Address	Proposal	Decision
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

6.22 (Agenda 15) Matters for future consideration
NHDC Playground Reports

The meeting closed at 9.00 p.m.

Next Meeting: Monday 19th February 2023 19:30

ANNEX 1

12 January 2024 (2023-2024)

Kings Walden Parish Council PAYMENTS & RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
102	Office services	20/11/2023		Lloyds bank current	P24-101	Payment - Office services	Actual Admin (Lisa Lathane)	Z	-75.00		-75.00
49	Pitch fees	24/11/2023		Lloyds bank current	R24-049	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
103	Events	27/11/2023		Lloyds bank current	P24-102	Payment - Film Licence	Filmbankmedia	Z	-150.00		-150.00
104	Grass cutting	27/11/2023		Lloyds bank current	P24-103	Payment - Grass cutting	R Dawes	S	-434.88	-86.98	-521.86
50	Pitch fees	01/12/2023		Lloyds bank current	R24-050	Receipt - Pitch fee	Darren Patel	Z	30.00		30.00
51	Pitch fees	01/12/2023		Lloyds bank current	R24-051	Receipt - Pitch fee	Darren Patel	Z	30.00		30.00
52	Interest	11/12/2023		Lloyds deposit	R24-052	Receipt - Interest	Lloyds	Z	37.12		37.12
53	Events	11/12/2023		Lloyds deposit	R24-053	Receipt - Event Proceeds	SumUp	Z	229.55		229.55
118	Domain and Cybercheck	14/12/2023		Lloyds bank current	P24-117	Payment - Domain and Cyberc	Zen	S	-16.99	-3.40	-20.39
117	Broadband	15/12/2023		Lloyds bank current	P24-116	Payment - Broadband	BT	S	-39.95	-7.99	-47.94
105	Grass cutting	18/12/2023		Lloyds bank current	P24-104	Payment - Grass cutting	R Dawes	S	-434.88	-86.98	-521.86
106	Salary	18/12/2023		Lloyds bank current	P24-105	Payment - Payroll	Staff	Z	-87.50		-87.50
107	Salary	18/12/2023		Lloyds bank current	P24-106	Payment - Payroll	Staff	Z	-140.00		-140.00
112	Tuck purchase	18/12/2023		Lloyds bank current	P24-111	Payment - Youth Club Tuck	Andrew Spyrou	Z	-999.30		-999.30
110	Clerk expenses	18/12/2023		Lloyds bank current	P24-109	Payment - Clerk expenses	Lisa Lathane	Z	-22.95		-22.95
108	Salary	18/12/2023		Lloyds bank current	P24-107	Payment - Payroll	Staff	Z	-3,778.56		-3,778.56
109	Events	18/12/2023		Lloyds bank current	P24-108	Payment - Events expenses	Paul Harman	S	-292.22	-58.44	-350.66
110	Events	18/12/2023		Lloyds bank current	P24-109	Payment - Clerk expenses	Lisa Lathane	S	-61.75	-12.35	-74.10
110	Events	18/12/2023		Lloyds bank current	P24-109	Payment - Clerk expenses	Lisa Lathane	Z	-45.50		-45.50
111	Events	18/12/2023		Lloyds bank current	P24-110	Payment - Events expenses	Vickie Peck-Cooper	Z	-43.20		-43.20
116	S137	18/12/2023		Lloyds bank current	P24-115	Payment - Grant	Kings Walden Parochial Chur	Z	-200.00		-200.00
119	Admin	21/12/2023		Lloyds bank current	P24-118	Payment - Software	Google	Z	-9.20		-9.20
113	Playground Inspections	22/12/2023		Lloyds bank current	P24-112	Payment - Playground Inspecti	NHDC	S	-100.00	-20.00	-120.00
114	Office services	22/12/2023		Lloyds bank current	P24-113	Payment - Office services	Actual Admin (Lisa Lathane)	Z	-75.00		-75.00
115	Admin	08/01/2024		Lloyds bank current	P24-114	Payment - Software	Google	Z	-9.20		-9.20
55	Interest	09/01/2024		Lloyds deposit	R24-055	Receipt - Interest	Lloyds	Z	33.91		33.91
54	Pitch fees	11/01/2024		Lloyds bank current	R24-054	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
Total									-6,595.50	-276.14	-6,871.64

ANNEX 2

11 January 2024 (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 11/01/2024	
	Cash in Hand 01/04/2023	39,395.59
	ADD Receipts 01/04/2023 - 11/01/2024	42,343.35
		81,738.94
	SUBTRACT Payments 01/04/2023 - 11/01/2024	42,108.93
A	Cash in Hand 11/01/2024 (per Cash Book)	39,630.01
	Cash in hand per Bank Statements	
	Petty Cash 11/01/2024	170.10
	Lloyds deposit 11/01/2024	32,866.80
	Youth Club cash 11/01/2024	0.00
	Lloyds bank current 11/01/2024	6,593.11
		39,630.01
	Less unrepresented payments	
		39,630.01
	Plus unrepresented receipts	
B	Adjusted Bank Balance	39,630.01
	A = B Checks out OK	

Kings Walden Parish Council

Kings Walden
Parish Council



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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 changing rooms have been completed by McNeilly Electrical and are now ready for decoration.
7. **Airport Update**
 - a. **The Examination into the proposed expansion of Luton Airport**

Update from LADACAN:

The Examination into the proposed expansion of Luton Airport, by building a second Terminal on Wigmore Valley Park and doubling passenger throughput compared to 2023, has now closed. Thank you again to everyone who engaged with the process and made their voice heard. There are now 1,969 documents in the Examination

Library and LADACAN made over 30 substantial submissions, working in liaison with other groups who made their own representations in complimentary areas of expertise. The local Councils pitched in across the board guided by their teams of experts. We can all have done no more.

The five Inspectors now have 3 months to weigh the evidence and write their report making a recommendation to the Secretary of State, who then has a further 3 months to make a decision. So we are likely to know the outcome before the General Election.

A similar process is just starting to examine an application for a Development Consent Order to bring Gatwick's northern runway into use by 2030, increasing capacity there to 75 million passengers. It's all heading in the wrong direction, and the challenge for us all now over the coming months is to persuade politicians and would-be MPs to face up to their responsibilities to address the climate crisis and make the polluters pay. That has to include aviation paying its fair share of taxes on fuel and a contribution to decarbonisation, and hopefully increased ticket prices will start to damp down demand.

b. Feedback from the LLACC meeting

From Cllr Connolly

8. To consider contributing to a Defibrillator Cabinet at Breachwood Green Primary School

Email from Breachwood Green Primary School:

The DfE have sent all schools a defibrillator.

We are aware that there is one at the village hall for the community to use but wondered if you would like us to make ours available also? This would mean fixing it to the outside wall of school in the carpark. Although the gates are locked out of hours, they are not high gates so the unit could be accessed if required.

If you would be interested in this then would you be happy to contribute to the funding of the required box?

If you are not interested then no problem we are happy to keep it for school use only, but we wanted to offer.

The cabinet would cost approximately £500.

9. To consider any items for purchase in relation to the bar refurbishment

An invoice has been received for the work already carried out.

A lock has been installed on the door to the bar to keep it secure from the rest of the hall access.

The shutter needs to be altered to allow it to shut easily whilst avoiding the pumps.

Decisions need to be made on fridges etc.

10. To discuss and agree actions arising from NHDC Playground Reports

Playground reports sent separately to Cllrs.

11. Finance and Risk:

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

Payments requiring authorisation:

Amount	Payee	Reason
£4253.04	Morepour Ltd	Bar Refurbishment
£1320	JC Agriculture Ltd	Groundscare Services at Breachwood Green Recreation Ground
£6375.24	McNeilly Electrical & Maintenance Ltd	Changing Room Refurbishment

b. To authorise the signing of the Bank Reconciliation

Please see the separate finance document sent separately to Cllrs.

12. Planning:

a) To receive and consider responses to planning applications.

None.

b) To note decisions and appeals.

None.

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

i. East of Luton Consultations

Feedback from any Cllrs that attended.

[East of Luton](#)

ii. The Plough

A message from the Community Group:

- The doors of communication are open and Admiral are engaged with the Community Group bidding for the pub.
- Negotiations are continuing.
- It is a tricky asset to value with multiple items in play and future opportunities to measure etc.
- The group are in a solid position currently but nothing is certain.

13. Matters for future consideration.

Next scheduled meetings:

- Parish Council meeting: Monday 18th March 2024 19:30