



Monday 18th March 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, 13th March 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. To agree a representative of KWPC at a meeting with the Transport Minister at Westminster
8. To review and agree the purchase of a roller shutter door for the bar
9. To review and agree initial plans for Village Day 2024
10. To review and agree the lining and siting costs for the new container
11. 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 review and agree the Asset Register
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.
13. Matters for future consideration.

Next scheduled meetings:

- Parish Council meeting: Monday 15th April 2024 19:30

**Minutes of the meeting of Kings Walden Parish Council
held in the Village Hall, Breachwood Green on
Monday 19th February 2024 at 7.30pm**

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

In attendance: District Cllr Strong, County and District Councillor Barnard and Clerk and RFO, Lisa Lathane

- 9.1 (Agenda 1) To receive and accept apologies for absence**
Cllrs Harman and Tait sent their apologies. Members **AGREED** to accept their apologies.
- 9.2 (Agenda 2) Chairman's Remarks**
Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
- 9.3 (Agenda 3) Public participation: to receive presentations from the public**
1. Cllr Strong addressed the meeting:
 - a. The masterplan for the East of Luton has run consultation events, the deadline for comment is the 29th February.
 2. Cllr Barnard addressed the meeting:
 - a. Hertfordshire County Council has had their budget meeting with a 4.99% council tax increase to cover services etc.
 - b. The current Police Commissioner is not standing for re-election.
 - c. The new ward boundaries are coming into force with Kings Walden Parish Council, Preston Parish Council and St Paul's Walden Parish Council becoming a single member ward.
- 9.4 (Agenda 4) To adopt the minutes of the last parish council meeting**
The minutes were adopted, and the chair was authorised to sign.
- 9.5 (Agenda 5) Matters arising from minutes of the last meeting not covered elsewhere**
None.
- 9.6 (Agenda 6) To review the clerk's report including an update on ongoing projects**
The changing rooms have been completed by McNeilly Electrical and are ready for decoration.
- 9.7 (Agenda 7) Airport Update**
1. Cllr Connolly shared feedback from the last LLACC meeting.
 - a. Luton Airport are planning their own solar farm on airport land that will produce 25% of the airport energy required.
 - b. Demolition of the car park that caught fire has begun, and work is being carried out in the background to get the car park rebuilt.
 2. The Chair read out a statement from LADACAN informing members that 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.



9.8 (Agenda 8) To consider contributing to a defibrillator cabinet at Breachwood Green Primary School

Members **AGREED** that they would decline the offer of making the cabinet accessible to the public due to safety concerns climbing over the gate if needed when the school was shut.

9.9 (Agenda 9) To consider any items for purchase in relation to the bar refurbishment

1. Members **AGREED** to accept a quote of £85 for the installation of necessary hot and cold water, waste pipes, and the necessary fittings for a glass cleaner.
2. Members **AGREED** to the purchase of a triple sliding door drinks fridge for approximately £900.
3. Members **AGREED** to investigate and purchase a metal lightweight rolling shutter for the bar. Councillor Barnard offered a Locality Budget grant of £500 towards the cost.
4. Members **AGREED** to liaise with Dave McNeilly regarding any electrical work needed for the bar.

9.10 (Agenda 10) To discuss and agree actions arising from NHDC Playground Reports

1. It has been recommended that timbers are replaced on the Zip Wire and the climbing frames at both Breachwood Green Recreation Ground and Ley Green Recreation Ground.
2. The clerk will liaise with the companies who installed the equipment and arrange for the timbers to be replaced.

9.11 (Agenda 11) Finance and Risk

1. Payments made were **NOTED** and approved. Payments can be seen in annex 1.
2. Authorisation was given to pay:
 - a. Morepour Ltd - £4253.04 for the bar refurbishments
 - b. JC Agriculture Ltd - £1320 for MUGA Maintenance
 - c. McNeilly Electrical & Maintenance Ltd - £6375.24 for changing room refurbishment
 - d. Society of Local Council Clerks - £79.33 for membership. A one third share of the total amount, sharing the total cost with Preston Parish Council and St Paul's Walden Parish Council
3. Members authorised the signing of the Bank Reconciliation.

9.11 (Agenda 11) Planning

1. To consider any other planning matters pertinent to the Parish Council
 - a. East of Luton Consultation – Members discussed the issues relevant to the parish and the clerk will submit comments in response to the consultation.
 - b. The Plough, Ley Green – an update from the Community Group bidding to purchase the Plough was read out. Negotiations are underway although there is a long way to go.

9.12 (Agenda 12) Matters for future consideration

Village Day, Container use

The meeting closed at 9.33 p.m.

Next Meeting: Monday 18th March 2023 19:30

ANNEX 1

16 February 2024 (2023-2024)

Kings Walden Parish Council PAYMENTS & RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
56	Subscriptions	15/01/2024		Lloyds bank current	R24-056	Receipt - Youth Club Entrance	Andrew Spyrou	Z	2,463.00		2,463.00
126	Broadband	15/01/2024		Lloyds bank current	P24-125	Payment - Broadband	BT	S	-39.95	-7.99	-47.94
127	Domain and Cybercheck	15/01/2024		Lloyds bank current	P24-126	Payment - Domain and Cyberc	Zen	S	-16.99	-3.40	-20.39
125	Office services	17/01/2024		Lloyds bank current	P24-124	Payment - Office services	Actual Admin (Lisa Lathane)	Z	-75.00		-75.00
121	Payroll Svcs	17/01/2024		Lloyds bank current	P24-120	Payment - Payroll admin	DCK Payroll Services	S	-38.00	-7.60	-45.60
120	Grass cutting	18/01/2024		Lloyds bank current	P24-119	Payment - Grass cutting	R Dawes	S	-434.88	-86.98	-521.86
122	Admin	18/01/2024		Lloyds bank current	P24-121	Payment - Software	Starboard Systems Ltd	S	-345.60	-69.12	-414.72
124	Benches	18/01/2024		Lloyds bank current	P24-123	Payment - Benches	Garden Furniture Centre	S	-1,333.32	-266.66	-1,599.98
123	Breachwood Green Rec Grou	18/01/2024		Lloyds bank current	P24-122	Payment - Container	Cube Metals	S	-850.00	-170.00	-1,020.00
128	Electricity	23/01/2024		Lloyds bank current	P24-127	Payment - Youth Hut Electricit	Scottish Power	Z	-450.00		-450.00
129	PAYE	25/01/2024		Lloyds bank current	P24-128	Payment - Payroll	HMRC	Z	-891.11		-891.11
57	Pitch fees	29/01/2024		Lloyds bank current	R24-057	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
58	Pitch fees	29/01/2024		Lloyds bank current	R24-058	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
59	Pitch fees	29/01/2024		Lloyds bank current	R24-059	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
130	Admin	07/02/2024		Lloyds bank current	P24-129	Payment - Software	Google	Z	-9.20		-9.20
64	Interest	09/02/2024		Lloyds deposit	R24-064	Receipt - Interest	Lloyds	Z	36.29		36.29
132	Domain and Cybercheck	14/02/2024		Lloyds bank current	P24-131	Payment - Domain and Cyberc	Zen	S	-16.99	-3.40	-20.39
60	Pitch fees	15/02/2024		Lloyds bank current	R24-060	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
131	Broadband	15/02/2024		Lloyds bank current	P24-130	Payment - Broadband	BT	S	-39.95	-7.99	-47.94
61	Pitch fees	16/02/2024		Lloyds bank current	R24-061	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
62	Pitch fees	16/02/2024		Lloyds bank current	R24-062	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
63	Pitch fees	16/02/2024		Lloyds bank current	R24-063	Receipt - Pitch fee	Darren Patel	E	30.00		30.00
Total									-1,831.70	-623.14	-2,454.84

ANNEX 2

16 February 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 16/02/2024																
	Cash in Hand 01/04/2023 39,395.59															
	ADD															
	Receipts 01/04/2023 - 16/02/2024 45,052.64															
	84,448.23															
	SUBTRACT															
	Payments 01/04/2023 - 16/02/2024 47,273.06															
A	Cash in Hand 16/02/2024 37,175.17 (per Cash Book)															
	Cash in hand per Bank Statements															
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Petty Cash</td> <td style="width: 20%;">16/02/2024</td> <td style="width: 20%; text-align: right;">170.10</td> </tr> <tr> <td>Lloyds bank current</td> <td>16/02/2024</td> <td style="text-align: right;">4,101.98</td> </tr> <tr> <td>Youth Club cash</td> <td>16/02/2024</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Lloyds deposit</td> <td>16/02/2024</td> <td style="text-align: right;">32,903.09</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">37,175.17</td> </tr> </table>	Petty Cash	16/02/2024	170.10	Lloyds bank current	16/02/2024	4,101.98	Youth Club cash	16/02/2024	0.00	Lloyds deposit	16/02/2024	32,903.09			37,175.17
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Lloyds deposit	16/02/2024	32,903.09														
		37,175.17														
	Less unrepresented payments 37,175.17															
	Plus unrepresented receipts															
B	Adjusted Bank Balance 37,175.17															
	A = B Checks out OK															

Kings Walden Parish Council

Kings Walden
Parish Council



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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. **To agree a representative of KWPC at a meeting with the Transport Minister at Westminster**

We have been invited to send a representative of Kings Walden Parish Council to join a meeting Bim is organising with the Transport Minister Anthony Browne MP in Westminster on Wednesday 17th April at 3pm. The meeting would be to discuss Luton Airport, including noise mitigation and oversight.

8. **To review and agree the purchase of a roller shutter door for the bar**

9. To review and agree initial plans for Village Day 2024

- Date set as 8th June 2024 (agreed last year).
- Suggest using at least part of the Ley Green marquee for stalls tent – in case of rain etc like last year!
- Liaise with resident who has access to family funfair?
- Mark the 80th anniversary of D-Day which is the 6th June – use that as a theme for the day?

10. To review and agree the lining and siting costs for the new container

11. 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 review and agree the Asset Register**

Please see the separate finance report.

12. Planning:

- a) To receive and consider responses to planning applications.**
- b) To note decisions and appeals.**

The planning application for the Plough has been withdrawn. Plans are for it now to be sold as a public house.

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

13. Matters for future consideration.

Next scheduled meetings:

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