# Minutes of the meeting of the Annual Meeting of Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 20th May 2024 at 7.30pm

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

In attendance: 1 member of the public, District Councillor Joe Graziano and the clerk and RFO, Lisa Lathane

# 1.1 (Agenda 1) Election of Chairman

Councillor Paul Harman was elected as chairman for the civic year 2024/25.

# 1.2 (Agenda 2) Chairman's Acceptance of Office

Councillor Harman signed his Acceptance of Office.

# 1.3 (Agenda 3) Election of Vice-Chairman

Councillor Amanda King was elected Vice-chairman for the civic year 2024/25.

# 1.4 (Agenda 4) Election of Staffing Committee

Cllrs Connolly, King and Peck-Cooper were appointed to the Staffing Committee.

# 1.5 (Agenda 5) Election of Village Hall Committee

Cllr King, the Chair and the Clerk attend the Village Hall Management Committee to ensure there is a Parish Council presence. Members **AGREED** this should continue.

# 1.6 (Agenda 6) Election to Events Committee

Cllrs Connolly, Ward and Peck-Cooper, plus the Clerk were appointed to the Events Committee.

# 1.7 (Agenda 7) Election to Airport Committee

Cllr Connolly was appointed to represent the council on the Airport Committee, with support from Breachwood Green resident Andrew Mills-Baker.

# 1.8 (Agenda 8) Appointment of Airport Representative on LLACC

Cllr Connolly continues to represent the council at LLACC meetings.

# 1.9 (Agenda 9) Apologies for Absence

Apologies were received from Cllr Peck due to illness. Members resolved to accept her apologies.

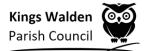
# 1.10 (Agenda 10) Chairman's Remarks

Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.

# 1.11 (Agenda 11) Public participation.

District Cllr Joe Graziano addressed the meeting.

- 1. Cllr Graziano is the newly elected District Councillor for the new Hitchwood Ward. This ward comprised of the parishes of Kings Walden, Preston and St Paul's Walden.
- 2. The new Crime Commissioner is Conservative candidate Jonathan Ash-Edwards.



- 3. Major planning concerns for the parish remain as East of Luton, Wandon End Solar Farm and the proposed expansion of Luton Airport.
- 4. The new contract for waste removal will be announced soon, and will move to 3 weekly collections from 2025.

# 1.12 (Agenda 12) To adopt the minutes of the last parish council meeting.

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

- **1.13** (Agenda 13) Matters arising from the minutes of the last meeting not covered elsewhere. None.
- **1.14** (Agenda 14) To receive the clerk's report including an update on ongoing projects The parish council has now received the Lightsource Grant of the amount of £3,129.

# 1.15 (Agenda 15) Airport Update

Cllr Connolly addressed the meeting.

- 1. At the last LLACC meeting it was stated that flights are now at 98% of pre-covid rates.
- 2. The planning of the rebuild of the car park at Luton Airport is on track, with demolition already carried out.

# 1.16 (Agenda 16) To agree arrangements for the Annual Parish Meeting

- 1. Members **AGREED** to have a more social meeting show-casing the new bar and having a BBQ.
- 2. Local organisations will still be invited along to speak about their activities in the last year.
- 3. Planning will be done to take place on the 16<sup>th</sup> June.
- **1.17** (Agenda 17) To receive further information on Recreation Ground land requested This item was deferred due to the developers not being able to attend.

# 1.18 (Agenda 18) To agree any costs for the bar refurbishment

- 3. The bar shutter has been supplied and fitted by Royal Industrial Doors.
- 4. Members **AGREED** that the clerk should purchase for the bar:
  - a. Two bottle openers with bins to be wall fitted.
    - b. Ice machine
    - c. An urn to be used in either the bar or the kitchen (cost approx £70)
    - d. Members **AGREED** the purchase of another upright fridge for behind the bar.
- 5. The cost of the bar top from Cube Metals is more than was originally quoted. This will be discussed with Cube Metals before moving forward. Members **AGREED** to try to organise another Village Day in the summer due to demand from residents.

# 1.19 (Agenda 19) To set fees for the use of the Recreation Ground and / or changing rooms

- 1. Members **AGREED** to increase the cost to the Cricket Club to £150 to include the use of the cricket square and the changing rooms.
- 2. Members **AGREED** all other fees to remain the same.

# 1.20 (Agenda 20) To review and agree the Stopsley Sharks Licence to use the Recreation Ground

Members **AGREED** to grant another licence for a year to Stopsley Sharks.

# 1.21 (Agenda 21) Events

- 1. Members **AGREED** the timings for Village Day.
- 2. Half of the Ley Green marquee will be picked up and set up on Friday 7<sup>th</sup> June.

- 3. Members **AGREED** to ask James Marlow to borrow picnic benches for the day.
- 4. Members AGREED the drinks required for Village Day, and the quantities.
- 5. Members **AGREED** the following costs:
  - a. £350 for duo Bob and Lily
  - b. £250 for band DisFunktion
  - c. £300 for band Hanging Bandits
  - d. £210 for C&O Bouncy Castle
- 6. Members **AGREED** to set the date of the 2025 Village Day as the 7<sup>th</sup> June.

# 1.22 (Agenda 22) Finance and Risk

- 1. Payments made were **NOTED** and approved. Payments can be seen in annex 1.
- 2. Authorisation was given to pay:
  - a. £431.65 to Ash Gordon for kegs for the Stopsley Sharks event.
  - b. £168 to Graphix Ltd for Village Day Banners
  - c. £1962.19 to Gallagher Insurance
  - d. £132.02 to Chubb for a Fire Inspection at the Youth Hut
  - e. £202.90 to Andrew Spyrou for Youth Club Tuck
  - f. £227.79 to the clerk for expenses
  - g. £1041 to Royal Industrial Doors for the remainder of the shutter payment.
- 3. Authorisation was given to the Chair to sign the Bank Reconciliation.
- 4. Members **AGREED** to authorise the following Direct Debits for the upcoming year:
  - a. Google Drive
  - b. Scottish Power
  - c. Zen (emails and cybercheck)
  - d. ICO (Data Protection)
  - e. HMRC for PAYE
- 5. Members **AGREED** to authorise the regular contractual payment to R J Dawes for £521.86 a month for grass cutting etc.

# 1.22 (Agenda 22) Planning

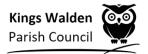
1. Members considered the following applications and **AGREED** to make the folliwing comments:

Application No / Address / Proposal	Decision
24/00787/FPH – 30 Lower Road, Breachwood Green	No comment
Full Permission Householder : Part two storey and part single storey rear extension, two storey side and first floor front extension, alterations to existing openings, ground floor front infill extension and internal alterations.	
22/03231/FP – Land North East of, Wandon End, Hertfordshire. Full Planning Permission : Proposed solar farm within 106 hectares with associated access, landscaping, battery storage and ancillary infrastructure (amended plans received 29.11.2023 and 24.04.2024 - relating to fire safety)	To respond with agreed comments objecting to the amended plans.

# 1.22 (Agenda 22) Matters for future consideration

Donations following Village Day

Kings Walden Parish Council – Minutes of 20<sup>th</sup> May 2024 Meeting



The meeting closed at 10.07 pm.

Next Meeting: Parish Council Meeting: Monday 17th June 2024 19:30

# **ANNEX 1**

#### Kings Walden Parish Council PAYMENTS & RECEIPTS LIST

Vouche Code Date Minute Bank **Cheque No** Description Supplier VAT Type Net VAT Total 13 Events 19/04/2024 Lloyds deposit R25-013 Receipt - Village Day Stall Payn Leanne Walters Ζ 30.00 30.00 6 Misc Income 22/04/2024 Lloyds bank current R25-006 Receipt - VAT Refund HMRC Е 5,829.51 5,829.51 Ζ 14 Events 22/04/2024 Lloyds deposit R25-014 Receipt - Village Day Stall Payn Super Softy Van 80.00 80.00 s 9 Events 22/04/2024 Lloyds bank current P25-009 Filmbankmedia -290.00 -58.00 -348.00 Payment - Events expenses 22/04/2024 HAPTC Ζ -538.65 7 Subscriptions Lloyds bank current P25-007 Payment - Subscription -538.65 10 Office services 22/04/2024 Lloyds bank current P25-010 Payment - Office services Actual Admin (Lisa Lathane Z -75.00 -75.00 6 Clerk expenses 22/04/2024 Lloyds bank current P25-006 Payment - Clerk expenses Staff 7 -119.61 -119.61 11 Electricity 22/04/2024 Llovds bank current P25-011 Payment - Youth Hut Electricity Scottish Power L -282.96 -14.15 -297.11 8 Pitch fees 23/04/2024 Ζ 30.00 30.00 Lloyds bank current R25-008 Receipt - Pitch fee Darren Patel 10 Pitch fees 23/04/2024 Lloyds bank current R25-010 Receipt - Pitch fee Darren Patel Ζ 30.00 30.00 9 Pitch fees 23/04/2024 Lloyds bank current R25-009 Receipt - Pitch fee Darren Patel Ζ 30.00 30.00 23/04/2024 Z 11 Pitch fees Lloyds bank current R25-011 Receipt - Pitch fee Darren Patel 30.00 30.00 23/04/2024 R25-015 Receipt - Village Day Stall Payn Dan's Van Ζ 80.00 80.00 15 Events Lloyds deposit 16 Events 24/04/2024 Lloyds deposit R25-016 Receipt - Village Day Stall Payn Mariska Demmers Z 30.00 30.00 17 Events 25/04/2024 Lloyds deposit R25-017 Receipt - Village Day Stall Payn Fairy Shack z 30.00 30.00 12 PAYE 25/04/2024 Lloyds bank current P25-012 Payment - PAYE HMRC z -572.94 -572.94 13 Bar Refurbishment 01/05/2024 Lloyds bank current P25-013 Royal Industrial Doors S -173.50 Payment - Bar refurbishment -867.50 -1,041.00 02/05/2024 z 18 Misc grant Lloyds bank current R25-018 Receipt - Solar farm grant Lightsource 3,129.41 3,129.41 8 Ley Green Rent 02/05/2024 Lloyds bank current P25-008 Payment - Ley Green Rent Carter Jonas z -96.00 -96.00 Ζ 20 Events 07/05/2024 Lloyds bank current R25-020 Receipt - Village Day Stall Payn Mary Ferris 10.0010.00 z 19 Events 07/05/2024 Lloyds deposit R25-019 Receipt - Village Day Stall Payn Mary Ferris 20.00 20.00 08/05/2024 Z 21 Events Lloyds deposit R25-021 Receipt - Village Day Stall Payn CJ Laser 30.00 30.00 14 Admin 08/05/2024 Lloyds bank current P25-014 Payment - Software Google z -12.00 -12.00 22 Interest 09/05/2024 Lloyds deposit R25-022 Z 24.14 24.14 Receipt - Interest Lloyds 15 Domain and Cybercheck 14/05/2024 Lloyds bank current P25-015 Payment - Domain and Cybercl Zen S -16.99 -3.40 -20.39

Lloyds bank current

P25-016

Total

S

ВΤ

6,497.51 -257.83

-8.78

-52.68

6,239.68

-43.90

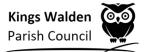
16 May 2024 (2024-2025)

Kings Walden Parish Council – Minutes of 20th May 2024 Meeting

15/05/2024

16 Broadband

Payment - Broadband



# **ANNEX 2**

16 May 2024 (2024-2025)

Kings	Walden	Parish	Council
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Prepa	red by:		Date:	
	Name and R	ole (Clerk/RFO etc)		
Approved by:		Date:		
	Name and Role (R	FO/Chair of Finance etc)		
	Bank Reconciliation at 1	16/05/2024		
	Cash in Hand 01/04/2024			25,139.92
	ADD			
	Receipts 01/04/2024 - 16/05/2	024		27,931.82
				53,071.74
	SUBTRACT Payments 01/04/2024 - 16/05/	2024		7,165.66
Α	Cash in Hand 16/05/2024 (per Cash Book)			45,906.08
	Cash in hand per Bank Staten	nents		
	Petty Cash	16/05/2024	1,312.40	
	Lloyds bank current Youth Club cash	16/05/2024 16/05/2024	21,822.49 0.00	
	Lloyds deposit	16/05/2024	22,771.19	
				45,906.08
	Less unpresented payments			
				45,906.08
				+0,000.00
	Plus unpresented receipts			
в	Adjusted Bank Balance			45,906.08
	A = B Checks out Ok	(		