

**Minutes of the meeting of the of Kings Walden Parish Council  
held in the Village Hall, Breachwood Green on  
Monday 16<sup>th</sup> September 2024 at 7.30pm**

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

In attendance: District Councillor Joe Graziano, County Councillor David Barnard and Clerk and RFO, Lisa Lathane

**5.1 (Agenda 1) Apologies for Absence**

Apologies were received from Cllrs Harman and Connolly. Members resolved to accept their apologies.

**5.2 (Agenda 2) Chairman's Remarks**

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

**5.3 (Agenda 3) Public Participation**

1. Cllr Barnard addressed the meeting:

- Salt stocks for salt bins can now be ordered, as can requests for additional salt bins.
- The council are running a rationalisation of bins scheme, with a plan to reduce bins by 1 in 3.
- The Hertslynx bus service is being considered to extend the service to cover the parish.
- Herts County Council has invested £5m in SEND provision.
- Cllr Barnard has written to Alistair Strathern MP asking for his support against the Luton Airport expansion and to fight the East of Luton development.

2. Cllr Graziano addressed the meeting:

- Veolia has been awarded the waste contract from 2025 which will occur at the same time as 3 weekly collections. An extra bin for cardboard and paper will be introduced.
- The recycling of carrier bags and film will be introduced from the 30<sup>th</sup> September 2024.
- Wandon End Solar Farm was refused permission at the Planning Meeting. Cllr Barnard congratulated Cllr Graziano and the other speakers for their help at the planning meeting.
- Fly-tipping remains an issue. Cllr Graziano handed out posters to install in the parish, more can be obtained if required.
- NHDC are looking into a bin rationalisation with 1 in 3 public bins being removed. We can appeal any removal if we can prove it is a well-used bin.

*Cllrs Barnard and Graziano left the meeting.*

**5.4 (Agenda 4) To adopt the minutes of the last parish council meeting.**

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

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

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



- 5.6 (Agenda 6) To receive the clerk's report including an update on ongoing projects**
1. Zip wire and playground maintenance has been booked in with Setter Play due to safety. It will hopefully take place in early October.
  2. The playground inspections have been booked in with NHDC for both play areas.
- 5.7 (Agenda 7) Airport Update**
1. The DCO Decision to increase capacity to 32 million will be announced on or before the 3<sup>rd</sup> December 2024.
  2. LADACAN AGM is the 3<sup>rd</sup> October at 7pm at Breachwood Green Village Hall. The new MP has been invited.
  3. The clerk will contact Luton Airport to find out when we may receive the noise monitor.
- 5.8 (Agenda 8) Breachwood Green Village Hall**
1. General Update:
    - a. The clerk updated the meeting on the funds held in the Village Hall bank accounts.
    - b. Regular bookings and therefore monies are coming in to the hall.
    - c. The pre-school have asked that the lease between themselves and the Village Hall Committee is looked to protect both parties.
  2. Roof maintenance: Members **AGREED** to obtain quotes from 3 companies for both patching up the roof, and fully fixing the issue.
- 5.9 (Agenda 9) Ley Green Play Equipment**
1. Ley Green residents would potentially like the following installed at the Recreation Ground:
    - a. A slide that reaches the ground
    - b. A zip wire
    - c. Wooden vehicle
  2. The clerk and Cllr Tait will liaise with playground companies to see what is possible on the site, and with prices.
  3. Members **AGREED** that costs could be built into next year's budget with fundraising match funding.
- 5.10 (Agenda 10) Hedgerows**
- Complaints had been made to the parish council of a historic hedgerow having been removed without permission in the parish. Members **AGREED** to recommend to residents that if they have concerns about hedgerows being removed illegally then to report it to Planning Enforcement.
- 5.11 (Agenda 11) Stopsley Sharks – Corner Posts**
- Members **AGREED** to respond to Stopsley Sharks asking them to remove the concreted in corner posts and replace with a more acceptable alternative i.e. marker carrots.
- 5.12 (Agenda 12) To review grant applications**
- Members **AGREED** to award a grant of £350 to Breachwood Green CIC for litter picking.
- 5.13 (Agenda 13) To agree a response on the Community Governance Consultation**
- Members **AGREED** the response to the consultation stating that the parish council are happy with current arrangements for parish councils.
- 5.14 (Agenda 14) Finance and Risk**
1. Payments made were **NOTED** and approved. Payments can be seen in annex 1.
  2. Authorisation was given to pay the payments shown in annex 2.



3. Authorisation was given to the Chair to sign the Bank Reconciliation seen in Annex 3.
4. Members **NOTED** the External Auditor Report 2023/24.
5. Members reviewed the new NALC recommended Financial Regulations and **AGREED** to adopt them.

#### **5.15 (Agenda 15) Planning**

*Cllr Tait declared an interest in the planning application to be discussed and did not take part in the vote.*

1. To receive and consider responses to planning applications:
  - a. 24/01715/FPH - The Pump House, Lane House, Ley Green. Members **AGREED** to support the application.
2. To note decisions and appeals
  - a. 24/01254/FPH - 2 Heath Road, Breachwood Green. Part two storey and part single storey rear extension. PERMISSION GRANTED
3. To consider any other planning matters pertinent to the Parish Council.
  - a. Members discussed the new car park that is being built for Cube Metals. The clerk has spoken with Cube Metals and has been informed that it is a membrane surface that can easily be removed. The clerk has put a query in with planning as to whether this needs planning permission.

#### **5.16 (Agenda 16) Matters for future consideration**

Budget items, Ley Green Play Equipment

The meeting closed at 21.32 pm.

Next Meeting: Parish Council Meeting: Monday 21<sup>st</sup> October 2024 19:30

## ANNEX 1

### Kings Walden Parish Council PAYMENTS & RECEIPTS LIST

12 September 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
34	Events	11/07/2024		Lloyds deposit	R25-034	Receipt - Event Proceeds	Lloyds	Z	400.00		400.00
35	Events	15/07/2024		Lloyds deposit	R25-035	Receipt - Event Proceeds	SumUp	Z	122.77		122.77
50	Broadband	15/07/2024		Lloyds bank current	P25-050	Payment - Broadband	BT	S	-43.90	-8.78	-52.68
51	Domain and Cybercheck	15/07/2024		Lloyds bank current	P25-051	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
36	Events	16/07/2024		Lloyds deposit	R25-036	Receipt - Event Proceeds	Lloyds	Z	300.00		300.00
49	Grass cutting	16/07/2024		Lloyds bank current	P25-049	Payment - Grass cutting	R Dawes	S	-434.88	-86.98	-521.86
47	Office services	16/07/2024		Lloyds bank current	P25-047	Payment - Office services	Actual Admin (Lisa Lathane	Z	-75.00		-75.00
48	Events	16/07/2024		Lloyds bank current	P25-048	Payment - Events expenses	Lisa Lathane	Z	-878.44		-878.44
52	Electricity	22/07/2024		Lloyds bank current	P25-052	Payment - Youth Hut Electricity	Scottish Power	L	-243.75	-12.19	-255.94
37	Events	24/07/2024		Lloyds deposit	R25-037	Receipt - Event Proceeds	SumUp	Z	404.17		404.17
53	PAYE	25/07/2024		Lloyds bank current	P25-053	Payment - PAYE	HMRC	Z	-694.11		-694.11
54	Admin	07/08/2024		Lloyds bank current	P25-054	Payment - Software	Google	Z	-12.00		-12.00
55	Domain and Cybercheck	14/08/2024		Lloyds bank current	P25-055	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
39	Interest	15/08/2024		Lloyds deposit	R25-039	Receipt - Interest	Lloyds	Z	27.29		27.29
38	Events	15/08/2024		Lloyds bank current	R25-038	Receipt - Bar Stock Payment	BWG Village hall	Z	1,263.34		1,263.34
59	Grass cutting	15/08/2024		Lloyds bank current	P25-059	Payment - Grass Cutting and H	R Dawes	S	-434.88	-86.98	-521.86
56	Broadband	15/08/2024		Lloyds bank current	P25-056	Payment - Broadband	BT	Z	-52.68		-52.68
58	Office services	15/08/2024		Lloyds bank current	P25-058	Payment - Office services	Actual Admin (Lisa Lathane	Z	-75.00		-75.00
57	Grant Issued	15/08/2024		Lloyds bank current	P25-057	Payment - Grant	Kings Walden Parochial Ch	Z	-200.00		-200.00
60	Ley Green Rent	02/09/2024		Lloyds bank current	P25-060	Payment - Ley Green Rent	Carter Jonas	Z	-66.00		-66.00
61	Admin	06/09/2024		Lloyds bank current	P25-061	Payment - Software	Google	Z	-12.00		-12.00
41	Interest	09/09/2024		Lloyds deposit	R25-041	Receipt - Interest	Lloyds	Z	24.62		24.62
40	Precept	10/09/2024		Lloyds bank current	R25-040	Receipt - Precept	NHDC	Z	17,939.93		17,939.93
40	CTRS	10/09/2024		Lloyds bank current	R25-040	Receipt - Precept	NHDC	Z	436.33		436.33
<b>Total</b>									<b>17,661.83</b>	<b>-201.73</b>	<b>17,460.10</b>

## ANNEX 2

### Kings Walden Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

12 September 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
66	Grass cutting	17/09/2024		Lloyds bank current	P25-066	Grass Cutting and Hedge Cuttir	R Dawes	S	434.88	86.98	521.86
67	Audit	17/09/2024		Lloyds bank current	P25-067	Audit	PFK Littlejohn	S	315.00	63.00	378.00
70	Office services	17/09/2024		Lloyds bank current	P25-070	Office services	Actual Admin (Lisa Lathane	Z	75.00		75.00
68	Payroll Svcs	17/09/2024		Lloyds bank current	P25-068	Payroll admin	DCK Payroll Services	S	38.00	7.60	45.60
69	Payroll Svcs	17/09/2024		Lloyds bank current	P25-069	Payroll admin	DCK Payroll Services	S	38.00	7.60	45.60
62	Salary	17/09/2024		Lloyds bank current	P25-062	Payroll	Staff	Z	3,446.03		3,446.03
63	Salary	17/09/2024		Lloyds bank current	P25-063	Payroll	Staff	Z	59.70		59.70
64	Salary	17/09/2024		Lloyds bank current	P25-064	Payroll	Staff	Z	145.60		145.60
65	Salary	17/09/2024		Lloyds bank current	P25-065	Payroll	Staff	Z	86.00		86.00
<b>Total</b>									<b>4,638.21</b>	<b>165.18</b>	<b>4,803.39</b>

**ANNEX 3**

12 September 2024 (2024-2025)

**Kings Walden Parish Council**

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 12/09/2024</b>		
	Cash in Hand 01/04/2024		25,139.92
	<b>ADD</b>		
	Receipts 01/04/2024 - 12/09/2024		53,502.35
			78,642.27
	<b>SUBTRACT</b>		
	Payments 01/04/2024 - 12/09/2024		26,304.42
<b>A</b>	<b>Cash in Hand 12/09/2024</b> (per Cash Book)		<b>52,337.85</b>
	Cash in hand per Bank Statements		
	Petty Cash	12/09/2024	150.95
	Lloyds bank current	12/09/2024	22,970.99
	Youth Club cash	12/09/2024	0.00
	Lloyds deposit	12/09/2024	29,215.91
			<b>52,337.85</b>
	Less unrepresented payments		
			52,337.85
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>52,337.85</b>
	<b>A = B Checks out OK</b>		