



**Minutes of the meeting of the of Kings Walden Parish Council  
held in the Village Hall, Breachwood Green on  
Monday 21<sup>st</sup> October 2024 at 7.30pm**

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

In attendance: One member of public, County Councillor David Barnard and Clerk and RFO, Lisa Lathane

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

Apologies were received from Cllr Peck-Cooper. Members resolved to accept her apologies.

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

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

**6.3 (Agenda 3) Public Participation**

Cllr Barnard addressed the meeting:

- The East of Luton Masterplan is ready to be submitted. There are a series of meeting ahead of being put forward to a full Council meeting on the 10<sup>th</sup> December.
- Cllr Barnard has written many times to Alistair Strathern asking for confirmation on what he is working on. No response has been received as of yet.
- The DCO Decision to increase capacity to 32 million has been put back to the 3rd January.
- The 3 weekly bin collection will start in May 2025, with soft plastic recycling starting at the end of September 2024.

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

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

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

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

**6.6 (Agenda 6) To receive the clerk's report including an update on ongoing projects**

The works to the zip wire and the play equipment at Breachwood Green have been carried out by Setter Play.

**6.7 (Agenda 7) Airport Update**

1. Parking around the airport is becoming more difficult with traffic waiting for flights. Letters have been sent to local councils asking for their views on the issue.
2. Parking at Luton Parkway is becoming more difficult as cars are parked there to then catch the Luton Dart.
3. The car park demolition is complete and work on a rebuild has already begun.
4. Airport security has eased slightly with liquids, electronics etc no longer needing to be removed from flight bags when going through security.

**6.8 (Agenda 8) Ley Green Play Equipment Update and to agree next steps**

1. Cllr Tait and the clerk met with a play equipment company at the Ley Green Recreation Ground.



2. Members reviewed the quote and ideas and agreed to apply to an Awards4All Grant to fund the project.
3. The clerk will carry out a survey of residents to obtain evidence of community backing for the project.

#### **6.9 (Agenda 9) 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 reviewed and **NOTED** the 2024/25 Budget Report.
5. Members discussed possible budget line items to be included in 2025/26 Draft Budget.

#### **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. 24/01328/LBC - 2 Crown Cottages, Ley Green. Replacement of three windows; two to the front elevation and one to the side of the front porch with 14mm double-glazed units with 23mm through glazing bars.
  - b. 24/01938/FP - Winch Hill House , Winch Hill Road. Erection of two self-build detached 3-bed dwellings including refuse and cycle storage and parking following demolition of existing outbuilding.
  - c. 24/02033/FPH - The Old Vicarage, Church Road, Kings Walden. Single storey rear extension; attached front garage and single storey side extension to provide 1-bed ancillary annexe following demolition of existing garage

Members reviewed the above applications and **AGREED** to support each one.

2. To note decisions and appeals
  - a. 24/01715/FPH - The Pump House, Lane House, Ley Green. Alterations and extension of existing pool house to create 3-bed ancillary annexe accommodation to the Pump House. PERMISSION GRANTED.
  - b. 22/02942/OP - Land At, Heath Road, Breachwood Green, Hertfordshire, SG4 8PL. Outline planning application for 10 dwellings (all matters reserved except for access). PERMISSION GRANTED.
3. To consider any other planning matters pertinent to the Parish Council.

None.

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

Bins, Christmas lights and tree

The meeting closed at 20.45 pm.

Next Meeting: Parish Council Meeting: Monday 18th November 2024 19:30

## ANNEX 1

### Kings Walden Parish Council PAYMENTS & RECEIPTS LIST

18 October 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
72	Broadband	16/09/2024		Lloyds bank current	P25-072	Payment - Broadband	BT	S	-43.90	-8.78	-52.68
73	Domain and Cybercheck	16/09/2024		Lloyds bank current	P25-073	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
66	Grass cutting	17/09/2024		Lloyds bank current	P25-066	Payment - Grass Cutting and H	R Dawes	S	-434.88	-86.98	-521.86
62	Salary	17/09/2024		Lloyds bank current	P25-062	Payment - Payroll	Staff	Z	-3,446.03		-3,446.03
63	Salary	17/09/2024		Lloyds bank current	P25-063	Payment - Payroll	Staff	Z	-59.70		-59.70
64	Salary	17/09/2024		Lloyds bank current	P25-064	Payment - Payroll	Staff	Z	-145.60		-145.60
65	Salary	17/09/2024		Lloyds bank current	P25-065	Payment - Payroll	Staff	Z	-86.00		-86.00
67	Audit	17/09/2024		Lloyds bank current	P25-067	Payment - Audit	PFK Littlejohn	S	-315.00	-63.00	-378.00
70	Office services	17/09/2024		Lloyds bank current	P25-070	Payment - Office services	Actual Admin (Lisa Lathane	Z	-75.00		-75.00
68	Payroll Svcs	17/09/2024		Lloyds bank current	P25-068	Payment - Payroll admin	DCK Payroll Services	S	-38.00	-7.60	-45.60
69	Payroll Svcs	17/09/2024		Lloyds bank current	P25-069	Payment - Payroll admin	DCK Payroll Services	S	-38.00	-7.60	-45.60
42	Pitch fees	25/09/2024		Lloyds bank current	R25-042	Receipt - Pitch fee	Darren Patel	Z	60.00		60.00
71	Grant Issued	26/09/2024		Lloyds bank current	P25-071	Payment - Grant	Breachwood Green CIC	Z	-350.00		-350.00
74	Admin	07/10/2024		Lloyds bank current	P25-074	Payment - Software	Google	Z	-12.00		-12.00
43	Interest	09/10/2024		Lloyds deposit	R25-043	Receipt - Interest	Lloyds	Z	24.01		24.01
75	Domain and Cybercheck	14/10/2024		Lloyds bank current	P25-075	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
76	Broadband	15/10/2024		Lloyds bank current	P25-076	Payment - Broadband	BT	S	-43.90	-8.78	-52.68
<b>Total</b>									<b>-5,037.98</b>	<b>-189.54</b>	<b>-5,227.52</b>

## ANNEX 2

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

18 October 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
77	Play equip maintenance	22/10/2024		Lloyds bank current	P25-077	Playground Maintenance	Setters Play	S	5,074.60	1,014.92	6,089.52
78	Admin	22/10/2024		Lloyds bank current	P25-078	Parish Online Mapping	Parish Online	S	90.00	18.00	108.00
<b>Total</b>									<b>5,164.60</b>	<b>1,032.92</b>	<b>6,197.52</b>

**ANNEX 3**

18 October 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 18/10/2024</b>		
	Cash in Hand 01/04/2024	25,139.92
	<b>ADD</b>	
	Receipts 01/04/2024 - 18/10/2024	53,586.36
		78,726.28
	<b>SUBTRACT</b>	
	Payments 01/04/2024 - 18/10/2024	31,615.95
<b>A</b>	<b>Cash in Hand 18/10/2024</b> (per Cash Book)	<b>47,110.33</b>
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	Cash in hand per Bank Statements	
	Petty Cash 18/10/2024	150.95
	Lloyds bank current 18/10/2024	17,719.46
	Youth Club cash 18/10/2024	0.00
	Lloyds deposit 18/10/2024	29,239.92
		<b>47,110.33</b>
	Less unrepresented payments	
		47,110.33
	Plus unrepresented receipts	
<b>B</b>	<b>Adjusted Bank Balance</b>	<b>47,110.33</b>
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<b>A = B Checks out OK</b>		