

# Kings Walden Parish Council

Kings Walden  
Parish Council



**Monday 17th March 2025 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, 11<sup>th</sup> March 2025

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

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## 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
8. To discuss car park resurfacing and agree next steps
9. To discuss Kings Walden Sign Refurbishment and agree next steps
10. To discuss the removal of the old noticeboard in Kings Walden and agree next steps
11. Village Day
  - a. To discuss and agree possible stalls
  - b. To discuss name of the event and agree next steps
  - c. To discuss and agree printing of event cups
12. 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 agree the internal auditor for 2024/5.
  - d. To review and agree the Asset Register
  - e. To review banking arrangements and agree next step
13. 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. Wandon End Solar Farm appeal to the Secretary of State
14. Matters for future consideration.

**Next scheduled meetings:** Parish Council meeting: Monday 28<sup>th</sup> April 2025 - 19:30

**Minutes of the meeting of the of Kings Walden Parish Council  
held in the Village Hall, Breachwood Green on  
Monday 17<sup>th</sup> February 2025 at 7.30pm**

Councillors: Jon Chamberlin, Paul Harman (Chair), Niki Tait, Leigh Ward

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

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

Apologies were received from Cllrs King, Peck-Cooper sent apologies due to being away. Cllr Connolly sent apologies due to work commitments. All apologies were accepted by members.

**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**

Cllr Graziano addressed the meeting:

- Previous objectors to the Wandon End Solar Farm application will be able to make their views known in regards to the appeal. Notification will come out in the next few weeks.
- Cllr Graziano is pushing for the drains to be unblocked which are causing the flooding along Darley Road.
- He had put out a survey regarding use of the Tidy-Tip as he continues to fight for North Herts residents to be able to use it.
- There are challenges being made against the new parking proposals for fees to be charged in the evenings etc.

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

The minutes were adopted, and the chairman 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 receive the clerk's report including an update on ongoing projects**

1. The 20mph consultation was published on Facebook, the email database and local WhatsApp groups. At time of the meeting there were 141 responses.
2. A locality budget grant of £250 was applied for from Cllr Barnard towards the Kings Walden sign refurbishment, this has now been received.

**9.7 (Agenda 7) Airport Update**

None.

**9.8 (Agenda 8) To discuss car park resurfacing and agree next steps**

1. Members discussed various ways to deal with the increasing bad state of the car park surface.
2. Cllrs Chamberlin and Harman will meet at the car park to cost up the various options.



**9.9 (Agenda 9) To discuss correspondence received from a resident and agree any necessary action**

Members **AGREED** that the council did not have any powers to deal with the issues in the letter, as the land in question is privately owned. The clerk will respond to the resident by letter.

**9.10 (Agenda 10) To discuss the Kings Walden sign refurbishment**

1. £250 has been received from David Barnard's Locality Budget Grant towards any necessary work.
2. Cllr Harman and the clerk will meet at the Youth Hut to look at the sign and see what work needs to be undertaken.
3. Cllr Graziano has funds he can put towards the work.

**9.11 (Agenda 11) To discuss a possible plant table to be erected outside the Village Hall**

Members **AGREED** to allow Breachwood Green CIC to install a plant table for community use outside the Village Hall.

**9.12 (Agenda 12) To agree Village Day Management by the parish council**

1. Members **AGREED** that Village Day should be run by the parish council.
2. The clerk confirmed that stalls have signed up for Village Day on the 7<sup>th</sup> June.
3. The church, school PTA, and the pre-school have all confirmed that they wish to be involved.
4. The clerk has had a meeting with Robin King to start the planning for the live music.

**9.13 (Agenda 13) 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.

**9.14 (Agenda 14) Planning**

1. To receive and consider responses to planning applications.  
None.
2. To note decisions and appeals  
None.
3. To consider any other planning matters pertinent to the Parish Council.  
Consideration can be given to a response to the Wandon End Solar Farm appeal, before notification is received.

**9.12 (Agenda 16) Matters for future consideration**

None.

The meeting closed at 20.55pm.

Next Meeting: Parish Council Meeting: Monday 17th March 2025 19:30

## ANNEX 1

### Kings Walden Parish Council PAYMENTS & RECEIPTS LIST

14 February 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
51	Pitch fees	20/01/2025		Lloyds bank current	R25-051	Receipt - Pitch fee	Darren Patel	Z	60.00		60.00
51	Pitch fees	20/01/2025		Lloyds bank current	R25-051	Receipt - Pitch fee	Darren Patel	Z	30.00		30.00
106	Grass cutting	21/01/2025		Lloyds bank current	P25-106	Payment - Grass Cutting and H	R Dawes	S	-434.88	-86.98	-521.86
109	Subscriptions	21/01/2025		Lloyds bank current	P25-109	Payment - SLCC Membership	SLCC	Z	-100.00		-100.00
105	Office services	21/01/2025		Lloyds bank current	P25-105	Payment - Office services	Actual Admin (Lisa Lathane	Z	-75.00		-75.00
107	Payroll Svcs	21/01/2025		Lloyds bank current	P25-107	Payment - Payroll admin	DCK Payroll Services	S	-38.00	-7.60	-45.60
108	Land Registry	21/01/2025		Lloyds bank current	P25-108	Payment - Clerk expenses	Staff	Z	-14.00		-14.00
108	Christmas Lights	21/01/2025		Lloyds bank current	P25-108	Payment - Clerk expenses	Staff	Z	-59.49		-59.49
108	Mileage	21/01/2025		Lloyds bank current	P25-108	Payment - Clerk expenses	Staff	Z	-27.90		-27.90
112	Events	21/01/2025		Lloyds bank current	P25-112	Payment - SumUp Payment to	Breachwood Green Village	Z	-291.46		-291.46
110	Electricity	23/01/2025		Lloyds bank current	P25-110	Payment - Youth Hut Electricity	Scottish Power	L	-268.90	-13.45	-282.35
111	PAYE	23/01/2025		Lloyds bank current	P25-111	Payment - PAYE	HMRC	Z	-949.34		-949.34
52	Events	07/02/2025		Lloyds deposit	R25-052	Receipt - Village Day Stall Payn	Stallholder	Z	30.00		30.00
53	Events	07/02/2025		Lloyds deposit	R25-053	Receipt - Village Day Stall Payn	Stallholder	Z	30.00		30.00
113	Admin	07/02/2025		Lloyds bank current	P25-113	Payment - Software	Google	Z	-12.00		-12.00
54	Events	10/02/2025		Lloyds deposit	R25-054	Receipt - Village Day Stall Payn	Stallholder	Z	30.00		30.00
55	Events	10/02/2025		Lloyds deposit	R25-055	Receipt - Village Day Stall Payn	Stallholder	Z	80.00		80.00
56	Interest	10/02/2025		Lloyds deposit	R25-056	Receipt - Interest	Lloyds	Z	25.40		25.40
114	Defibrillator Pads	12/02/2025		Lloyds bank current	P25-114	Payment - Defibrillator Pads	Defib Sales and Training	S	-190.00	-38.00	-228.00
115	Domain and Cybercheck	14/02/2025		Lloyds bank current	P25-115	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
<b>Total</b>									<b>-2,192.56</b>	<b>-149.43</b>	<b>-2,341.99</b>

## ANNEX 2

### PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
117	Grass cutting	18/02/2025		Lloyds bank current	P25-117	Grass cutting	R Dawes	S	434.88	86.98	521.86
118	Office services	18/02/2025		Lloyds bank current	P25-118	Office services	Actual Admin (Lisa Lathane	Z	75.00		75.00
116	Mileage	18/02/2025		Lloyds bank current	P25-116	Clerk expenses	Staff	Z	22.05		22.05
<b>Total</b>									<b>531.93</b>	<b>86.98</b>	<b>618.91</b>

## ANNEX 3

14 February 2025 (2024-2025)

### Kings Walden Parish Council

Prepared by: \_\_\_\_\_

*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

#### Bank Reconciliation at 14/02/2025

Cash in Hand 01/04/2024	25,139.92
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#### ADD

Receipts 01/04/2024 - 14/02/2025	55,847.05
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80,986.97

#### SUBTRACT

Payments 01/04/2024 - 14/02/2025	51,393.05
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**A**      **Cash in Hand 14/02/2025**  
(per Cash Book)

**29,593.92**

Cash in hand per Bank Statements

Petty Cash	14/02/2025	150.95
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Lloyds bank current	14/02/2025	1,933.82
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Youth Club cash	14/02/2025	0.00
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Lloyds deposit	14/02/2025	27,509.15
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**29,593.92**

Less unrepresented payments

29,593.92

Plus unrepresented receipts

**B**      **Adjusted Bank Balance**

**29,593.92**

**A = B Checks out OK**

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4. To adopt the minutes of the last parish council meeting.
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6. To receive the clerk's report including an update on ongoing projects.
7. Airport Update
8. To discuss car park resurfacing and agree next steps  
Cllr Graziano has successfully managed to get agreement from Highways to provide free road planings to resurface the car park.  
  
Quotes have been requested to scrape the current surface and then install the road planings. I hope to have these for the meeting.
9. To discuss Kings Walden Sign Refurbishment and agree next steps  
I have spoken to two companies regarding the sign. Both agree the current sign is beyond repair, and would cost more than a new sign.

Quote 1:

This was cast in solid rigid polyurethane with the detail in relief.

1 No. 750mm wide x 940mm high, double sided ..... £6564.00  
1 No. forged steel bracket, galvanised and powder coated black .. £1500.00  
1 No. green oak post 170 x 170mm, planed & corners chamfered .. £490.00

Total price of £8554.00 + carriage and VAT.

This does not include design costs.

Quote 2:

A wooden hand carved sign.

A single sided sign would be costed on size and design between £2850 & £3450.

Double sided between £4650 & £5850

#### **10. To discuss the removal of the old noticeboard in Kings Walden and agree next steps**

The original noticeboard in Kings Walden is in a hedge at the top of Plough Lane. It looks to be hanging out of the hedge now and should be removed for safety. Can we agree a maximum price to get it removed so that I can organise ASAP?

#### **11. Village Day**

- a. **To discuss and agree possible stalls**
- b. **To discuss name of the event and agree next steps**
- c. **To discuss and agree printing of event cups**

#### **12. Finance and Risk:**

- a. **To authorise non-contractual payments and note payments to date.**
- b. **To authorise the signing of the Bank Reconciliation**

The above sent separately to Cllrs.

- c. **To agree the internal auditor for 2024/5.**

Can I ask for agreement to ask Karen Murphy to carry out the internal audit again please?

- d. **To review and agree the Asset Register**

Sent separately to Cllrs.

- e. **To review banking arrangements and agree next step**

I continue to not make any progress with Lloyds and the addition of new signatories.

I suggest a move to Unity Bank which specialise in Parish Councils. St Paul's Walden use them.

- Adding signatories is simple and fast and done online.
- Signatories can authorise payments easily using password and pin number.
- We can have both a current account and savings account as we have now.
- There is a monthly charge of £6 to have the account.



**13. 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. Wandon End Solar Farm appeal to the Secretary of State
    - Do we wish the Action Group to speak for the parish council, with our full support, or do we wish to register as a Rule 6 speaker?
    - We also need to agree points to make in a further written objection to the Secretary of State.

**14. Matters for future consideration.**

**Next scheduled meetings:** Parish Council meeting: Monday 28<sup>th</sup> April 2025 - 19:30