

Minutes of the meeting of the Annual Meeting of Kings Walden Parish Council held in the Village Hall, Breachwood Green on Monday 21st July 2025 at 7.30pm

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

In attendance: Three members of the public, County Councillor David Barnard, District Councillor Joe Graziano and the clerk and RFO, Lisa Lathane

4.1 (Agenda 1) To receive and accept apologies for absence

None.

4.2 (Agenda 2) Chairman's remarks

Members are reminded of the council's code of conduct, to remain respectful, and the requirement to make Declarations of Pecuniary Interest.

4.3 (Agenda 3) Public Participation

1. County Cllr David Barnard addressed the meeting:
 - A Local Government Review is underway and Cllr Barnard pushed for everyone to comment on the survey.
 - Cllr Barnard gave a grant to the Church for their fundraising event at The Plough.
2. District Cllr Joe Graziano addressed the meeting:
 - The illegal signs on Pasture Lane have been removed.
 - The Heath Development only has Outline Planning permission, but this does give the developers permission to clear the site. Cllr Graziano will look into the footpath permissions across the site.
 - Any incidents of speeding that residents have should be logged.
3. Andrew Spyrou addressed the meeting:
 - Andrew gave his resignation as the Youth Club Leader. After seven years he feels it is time to step aside for someone else to run the club.
 - The parish council thanked him for his work at the club, it has been a big success under his leadership and he will be missed.
 - There are some individuals interested in taking over from Andrew and the parish council will discuss outside the meeting how to advertise etc the post.

4.4 (Agenda 4) To adopt the minutes of the last parish council meeting

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

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

The cost of the noticeboard agreed at the last meeting has proven to be far higher than originally thought. This decision will be revisited at a later meeting.

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

None.



4.7 (Agenda 7) Airport Update

1. LADACAN have their AGM on Tuesday 7th October at 7.30pm at the Memorial Hall in Wheathampstead.
2. There is a high court appeal going ahead challenging the decision made by the Secretary of State, this is taking place in October.

4.8 (Agenda 8) Village Sign

1. Cllr Joe Graziano has found someone who will re-make the Kings Walden sign in wood, which will then be painted and preserved. The cost will be £2680 and charity Breachwood Green CIC will donate £1000 towards the cost.
2. Members **AGREED** to funding the remaining £1680, and will apply for a Southern Rural Grant to pay the outstanding amount.

4.9 (Agenda 9) Finance and Risk

1. Payments made were **NOTED** and approved and can be seen in annex 1.
2. Members **APPROVED** the bank reconciliation which can be seen in annex 2.

4.10 (Agenda 10) Planning

1. To receive and consider responses to planning applications:
 - 25/01979/FPH – Medlow Farm, Colemans Road, Breachwood Green, Hitchin, Hertfordshire, SG4 8PA. Members **AGREED** to support the application.
 - Trinity Cottage, Ley Green, Kings Walden, Hitchin, Hertfordshire, SG4 8LT. Removal of chimney. Members **AGREED** to support the application.
 - 25/01489/LBC - Keepers Cottage, 2A Orchard Way, Breachwood Green, Hitchin, Hertfordshire, SG4 8NT. Replacement of 16no. single-glazed timber-framed windows with slim profile timber double glazed windows (as a variation of listed building consent ref: 24/02823/LBC granted on 04.02.2025 omitting Condition 2 thereof). Members requested that the clerk ask to see images of the suggested windows before a decision is made on how to respond to this application.
 - 25/01556/LBC - Trinity Cottage, Ley Green, Kings Walden, Hitchin, Hertfordshire, SG4 8LT. Erection of east elevation orangery. Members **AGREED** to support the application.
2. To note decisions and appeals:
 - 25/01556/LBC - Trinity Cottage, Ley Green, Kings Walden, Hitchin, Hertfordshire, SG4 8LT. Erection of east elevation orangery. PERMISSION GRANTED
 - 25/01671/LBC – Trinity College, Ley Green, Kings Walden, Hitchin, Hertfordshire, SG4 8LT. Removal of chimney. LISTED BUILDING CONSENT GRANTED
3. To consider any other planning matters pertinent to the Parish Council
None.

4.11 (Agenda 12) Matters for future consideration

Planter management outside the school,

The meeting closed at 20.34.

Next scheduled meeting: Monday 20th October 2025 19.30

ANNEX 1

Kings Walden Parish Council PAYMENTS & RECEIPTS LIST

16 July 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
40	Broadband	16/06/2025		Lloyds bank current	P26-040	Payment - Broadband	BT	S	-64.35	-12.87	-77.22
39	Domain and Cybercheck	16/06/2025		Lloyds bank current	P26-039	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
41	Bank charges	17/06/2025		Lloyds bank current	P26-041	Payment - Bank Charges	Lloyds	Z	-4.25		-4.25
21	Bank charges	20/06/2025		Lloyds bank current	R26-021	Receipt - Refund of bank charg	Lloyds	Z	4.25		4.25
42	Bank charges	20/06/2025		Lloyds bank current	P26-042	Payment - Bank Charges	Lloyds	Z	-4.25		-4.25
43	Bank charges	20/06/2025		Lloyds bank current	P26-043	Payment - Bank Charges	Lloyds	Z	-4.25		-4.25
36	Grass cutting	24/06/2025		Lloyds bank current	P26-036	Payment - Grass Cutting and H	R Dawes	S	-434.88	-86.98	-521.86
35	Audit	24/06/2025		Lloyds bank current	P26-035	Payment - Internal Audit	K Murphy	Z	-220.00		-220.00
34	Salary	24/06/2025		Lloyds bank current	P26-034	Payment - Payroll	Staff	Z	-1,169.74		-1,169.74
30	Printing Costs	24/06/2025		Lloyds bank current	P26-030	Payment - Printing costs	Graphix Print Solutions	S	-20.00	-4.00	-24.00
31	Printing Costs	24/06/2025		Lloyds bank current	P26-031	Payment - Printing costs	Graphix Print Solutions	S	-334.00	-66.80	-400.80
37	Youth Hut Maintenance	24/06/2025		Lloyds bank current	P26-037	Payment - Sink installation at Y	Ryan Maidment	Z	-80.00		-80.00
29	Fire inspection	24/06/2025		Lloyds bank current	P26-029	Payment - Youth Club Fire Insp	Chubb	S	-111.13	-22.23	-133.36
32	Events	24/06/2025		Lloyds bank current	P26-032	Payment - Band Payment Breau	Kit Bottomley	Z	-100.00		-100.00
33	Events	24/06/2025		Lloyds bank current	P26-033	Payment - Band Payment	Lisa Lathane	Z	-350.00		-350.00
28	Events	24/06/2025		Lloyds bank current	P26-028	Payment - Band Payment	Breachwood Green Village	Z	-350.00		-350.00
38	Mileage	24/06/2025		Lloyds bank current	P26-038	Payment - Clerk expenses	Staff	Z	-58.05		-58.05
45	Information Commissioner	27/06/2025		Unity Trust Current A	P26-045	Payment - ICO Registration	ICO	Z	-47.00		-47.00
23	Interest	30/06/2025		Unity Trust Instant A	R26-023	Receipt - Interest	Unity Trust Bank	Z	11.63		11.63
44	Interest	30/06/2025		Unity Trust Instant A	VOID	Payment - Interest	Unity Trust Bank	Z			
47	Website	04/07/2025		Unity Trust Current A	P26-047	Payment - Website Hosting and	Staff	Z	-274.65		-274.65
46	Events	04/07/2025		Unity Trust Current A	P26-046	Payment - Dog Show Prizes	Petcular Little Shop	Z	-95.00		-95.00
48	Admin	07/07/2025		Unity Trust Current A	P26-048	Payment - Software	Google	Z	-12.00		-12.00
22	Interest	09/07/2025		Lloyds deposit	R26-022	Receipt - Interest	Lloyds	Z	3.62		3.62
49	Domain and Cybercheck	14/07/2025		Unity Trust Current A	P26-049	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
Total									-3,748.03	-199.68	-3,947.71

Kings Walden Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

16 July 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
51	Grass cutting	22/07/2025		Unity Trust Current /	P26-051	Grass cutting	R Dawes	S	434.88	86.98	521.86
50	Office services	22/07/2025		Unity Trust Current /	P26-050	Office services	Actual Admin (Lisa Lathane	Z	75.00		75.00
52	Salary	22/07/2025		Unity Trust Current /	P26-052	Payroll	Staff	Z	1,169.74		1,169.74
								Total	1,679.62	86.98	1,766.60

ANNEX 2

16 July 2025 (2025-2026)

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 14/07/2025		
Cash in Hand 01/04/2025		28,590.03
ADD		
Receipts 01/04/2025 - 14/07/2025		24,617.79
		53,207.82
SUBTRACT		
Payments 01/04/2025 - 14/07/2025		16,622.32
A	Cash in Hand 14/07/2025 (per Cash Book)	36,585.50
Cash in hand per Bank Statements		
Petty Cash	14/07/2025	150.95
Lloyds bank current	14/07/2025	0.00
Youth Club cash	14/07/2025	0.00
Lloyds deposit	14/07/2025	3.62
Unity Trust Current Account	14/07/2025	4,983.34
Unity Trust Instant Access	14/07/2025	31,447.59
		36,585.50
Less unrepresented payments		
		36,585.50
Plus unrepresented receipts		
B	Adjusted Bank Balance	36,585.50
A = B Checks out OK		