

**Minutes of the meeting of the Meeting of Kings Walden Parish Council
held in the Village Hall, Breachwood Green on
Monday 20th April 2026 at 7.30pm**

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

In attendance: District Cllr Joe Graziano, and Clerk and RFO, Lisa Lathane

10.1 (Agenda 1) To receive and accept apologies for absence
None.

10.2 (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.

10.3 (Agenda 3) Public Participation

Cllr Joe Graziano addressed the meeting:

- PC Stuart Stone has reported there has been an increase in car thefts. Also antisocial men seen in Codicote
- The next Southern Rural meeting is on the 11th June
- Fly tipping – The Hitchwood ward accounts for 12% of all fly-tipping in Hertfordshire. Along with the Offa ward they make up 25% in Hertfordshire. Please report any fly-tipping. It will usually take 5 days to collect however larger sites will take up to 10 days.
- The Mimram Valley proposal has been submitted for inclusion within the Local Plan revision.
- North and East Herts has reported a drop in non-recyclable waste, and an increase in food waste.
- Cllr Graziano has reported an illegal road closure on Lye hill.
- Cllr Graziano has successfully liaised with Luton Airport to get the Village Hall Cr Park resurfaced.
- A plant table organized by Cllr Graziano is being constructed by a company in Offley, to be installed outside the Village Hall.

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

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

10.5 (Agenda 5) Matters arising from minutes of the last meeting not covered elsewhere
None.

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

- The TV cabinet has arrived for outside the hall.
- End of year accounts are with the internal auditor
- Resurfacing of car park is taking place this week, by Luton Airport
- Danni Swain's DBS check has been completed ready to re-open the Youth Club. The clerk will organise the cleaner to clean the toilets.
- Co-option has been advertised – no one has come forward.



- The public bins installed by the council are now being emptied weekly by RJ Dawes.

10.7 (Agenda 7) Airport Update

None.

10.8 (Agenda 8) To review damaged bus stop roof in Kings Walden and decide next steps

The clerk will contact Pilkington Farms Partnership who own the hedge that has caused the damage to the bus stop.

10.9 (Agenda 9) Stopsley Sharks

1. Members **AGREED** to reissue the lease for the 2026/27 Season at a cost of £600.
2. Access to the container: Members **AGREED** that access should be given. Cllrs Chamberlin and Harman will look into installing racking before access is given.
3. Small pitch request: Members **AGREED** not to allow a further smaller pitch to be marked out on the Recreation Ground.

10.10 (Agenda 10) Breach on the Green

1. Organised to date: stalls are booking on for the day.
2. Food stalls: The hog roast stall has re-booked for this year. SMASH Streetfood wish to also have a stall.
3. Bouncy castle / slide: Members **AGREED** to book a bouncy castle / slide for the event.
4. Larger marquee: Members **AGREED** to look into purchasing end panels for the current marquee rather than hiring one for the day.
5. Parking: The Chair will liaise with a local resident about using their field for parking again. The side and back of the Recreation Ground will also be marked out for parking.
6. Live music: DisFunktion have confirmed that they will play. Contact will be made with other bands to book in for the day.

10.11 (Agenda 11) 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.
3. Members **NOTED** the final 2025/26 Budget report.

10.12 (Agenda 12) Planning

None.

10.13 (Agenda 13) Matters for future consideration

Pool table refurbishment, Youth Club

The meeting closed at 20.17.

Next scheduled meeting: Monday 18th May 2026 19.30

ANNEX 1

Kings Walden Parish Council

17 April 2026 (2025-2026)

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
34	Events	17/03/2026		Unity Trust Current /	R26-033	Receipt - Breach on the Green	Stallholder	Z	25.00		25.00
141	Grass cutting	17/03/2026		Unity Trust Current /	P26-141	Payment - Grass cutting	R Dawes	S	-434.88	-86.98	-521.86
133	Salary	17/03/2026		Unity Trust Current /	P26-133	Payment - Payroll	Staff	Z	-1,159.07		-1,159.07
139	Office services	17/03/2026		Unity Trust Current /	P26-139	Payment - Office services	Actual Admin (Lisa Lathane	Z	-75.00		-75.00
134	Mileage	17/03/2026		Unity Trust Current /	P26-134	Payment - Clerk expenses	Staff	Z	-17.10		-17.10
140	Pension Regulator	17/03/2026		Unity Trust Current /	P26-140	Payment - Pension	Pension Regulator	Z	-400.00		-400.00
134	Noticeboard	17/03/2026		Unity Trust Current /	P26-134	Payment - Clerk expenses	Staff	Z	-110.00		-110.00
35	Events	23/03/2026		Unity Trust Current /	R26-034	Receipt - Breach on the Green	Stallholder	Z	25.00		25.00
36	Events	26/03/2026		Unity Trust Current /	R26-035	Receipt - Breach on the Green	Stallholder	Z	25.00		25.00
37	Interest	31/03/2026		Unity Trust Instant A	R26-036	Receipt - Interest	Unity Trust Bank	Z	164.12		164.12
143	Bank charges	31/03/2026		Unity Trust Current /	P26-143	Payment - Bank Charges	Unity Trust Bank	Z	-7.00		-7.00
142	Defibrillator Pads	31/03/2026		Unity Trust Current /	P26-142	Payment - Defibrillator battery	Defib Sales and Training	S	-190.00	-38.00	-228.00
142	Defibrillator Battery	31/03/2026		Unity Trust Current /	P26-142	Payment - Defibrillator battery	Defib Sales and Training	S	-240.00	-48.00	-288.00
Total									-2,393.93	-172.98	-2,566.91

Kings Walden Parish Council

17 April 2026 (2026-2027)

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
1	Precept	09/04/2026		Unity Trust Current /	R27-001	Receipt - Precept and CTRSG C	NHDC	Z	20,731.82		20,731.82
1	CTRSG	09/04/2026		Unity Trust Current /	R27-001	Receipt - Precept and CTRSG C	NHDC	Z	422.64		422.64
1	Admin	09/04/2026		Unity Trust Current /	R27-001	Payment - Software	Google	Z	-14.00		-14.00
2	Defibrillator Service	10/04/2026		Unity Trust Current /	R27-002	Payment - Defibrillator Service	Defib Sales and Training	S	-200.00	-40.00	-240.00
3	Emails and Cybercheck	14/04/2026		Unity Trust Current /	P27-003	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
2	VAT Reclaim	16/04/2026		Unity Trust Current /	R27-002	Receipt - VAT Refund	HMRC	Z	2,757.46		2,757.46
4	Broadband	16/04/2026		Unity Trust Current /	P27-004	Payment - Broadband	BT	S	-68.54	-13.71	-82.25
Total									23,612.39	-57.11	23,555.28

Kings Walden Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

16 April 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
8	Grounds maintenance	21/04/2026		Unity Trust Current /	P27-008	Playground Maintenance	JC Agriculture	S	960.00	192.00	1,152.00
10	Ley Green Rent	21/04/2026		Unity Trust Current /	P27-010	Ley Green Rent	Carter Jonas	E	66.00		66.00
11	Grass cutting	21/04/2026		Unity Trust Current /	P27-011	Grass cutting	R Dawes	S	434.88	86.98	521.86
9	Grounds maintenance	21/04/2026		Unity Trust Current /	P27-009	Playground Maintenance	JC Agriculture	Z	144.00		144.00
5	Salary	21/04/2026		Unity Trust Current /	P27-005	Payroll	Staff	Z	1,459.85		1,459.85
7	Office services	21/04/2026		Unity Trust Current /	P27-007	Office services	Actual Admin (Lisa Lathane	Z	75.00		75.00
12	Subscriptions	21/04/2026		Unity Trust Current /	P27-012	Subscription	HAPTC	Z	597.73		597.73
6	Clerk expenses	21/04/2026		Unity Trust Current /	P27-006	Clerk expenses	Staff	Z	63.50		63.50
6	Mileage	21/04/2026		Unity Trust Current /	P27-006	Clerk expenses	Staff	Z	26.10		26.10
Total									3,827.06	278.98	4,106.04

ANNEX 2

16 April 2026 (2026-2027)

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 16/04/2026		
	Cash in Hand 01/04/2026		32,619.21
	ADD		
	Receipts 01/04/2026 - 16/04/2026		23,911.92
			56,531.13
	SUBTRACT		
	Payments 01/04/2026 - 16/04/2026		356.64
A	Cash in Hand 16/04/2026 (per Cash Book)		56,174.49
	Cash in hand per Bank Statements		
	Petty Cash	13/03/2026	150.95
	Unity Trust Instant Access	16/04/2026	31,878.31
	Unity Trust Current Account	16/04/2026	24,145.23
	Lloyds deposit	16/04/2026	0.00
	Youth Club cash	16/04/2026	0.00
	Lloyds bank current	16/04/2026	0.00
			56,174.49
	Less unrepresented payments		56,174.49
	Plus unrepresented receipts		
B	Adjusted Bank Balance		56,174.49
	A = B Checks out OK		