

**Minutes of the meeting of the Meeting of Kings Walden Parish Council
held in the Village Hall, Breachwood Green on
Monday 15th June 2026 at 7.30pm**

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

In attendance: District Cllr Joe Graziano, County Cllr David Barnard, and the clerk and RFO, Lisa Lathane

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

Cllrs Tait, King and Peck-Cooper sent their apologies which were accepted by members.

2.2 (Agenda 2) Chairman's remarks

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

2.3 (Agenda 3) Public Participation

1. District Cllr Graziano addressed the meeting:
 - Church Road has been successfully resurfaced.
 - The Local Government Review decision is expected in 4 weeks.
2. County Cllr David Barnard addressed the meeting:
 - Lower Road is due to be resurfaced.
 - 20mph limits are due to be introduced to further areas in Hitchin. Cllr Barnard is still pushing for them to be introduced to the surrounding villages.

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

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

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

None.

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

- The clerk reminded the meeting that the parish council has two vacancies. The clerk encourages Members to speak to residents about co-option.
- The annual fire inspection was carried out by Chubb of the Youth Hut on the 11th June.

2.7 (Agenda 7) Airport Update

LADACAN have instructed their legal team to request permission to appeal the decision to refuse the extension of time to file paperwork. Members **AGREED** to donate £1000 to the crowdfunding fund.

2.8 (Agenda 8) To review grant request form Breachwood Green CIC

Members **AGREED** to award a grant of £350 to Breachwood Green CIC for litter picking equipment.

2.9 (Agenda 9) To review quote for refurbishing the Youth Club pool table and decide next steps

Members **AGREED** to go ahead with the pool table refurbishment in the Youth Club and to



accept a quote of £320 to do this.

2.10 (Agenda 10) To review hire cost for the parish council marquee

Members **AGREED** with a cost of £150 to hire the marquee with any hirer collecting, and returning the marquee themselves.

2.11 (Agenda 11) To review costs for a living Christmas Tree and decide next steps

Members **AGREED** to apply for a Southern Rural grant to fund a permanent Christmas tree outside Breachwood Green Village Hall.

2.12 (Agenda 12) Tree Survey – to review quotes to carry out a tree survey and decide next steps

This item was deferred.

2.13 (Agenda 13) Noticeboard:

Members **AGREED** to move the noticeboard from outside St Mary's Church in Kings Walden to outside the Kings Walden Stores. It was also **AGREED** to move the siting so that it looks out on to the road.

2.14 (Agenda 14) Breach on the Green Update

3. Despite the weather the day was successful. The raffle raised approximately £300. Members **AGREED** to apply for a small society lottery registration to allow the selling of raffle tickets leading up to the event.
4. Members **AGREED** to move the date for next year's event to the 26th June 2027.
5. Members **AGREED** to pay overtime to the clerk for the extra hours worked in the lead up to the event.

2.15 (Agenda 15) Finance and Risk:

1. Payments made were **NOTED** and approved. Payments can be seen in annex 1.
2. Authorisation was given to the Chair to sign the Bank Reconciliation shown in Annex 2.
3. Members **APPROVED** the Statement of Accounts for 2025/26.
4. Members **APPROVED** the Section 1 Annual Governance Statement 2025/26.
5. Members **APPROVED** the Section 2 Accounting Statements 2025/26.
6. Members **APPROVED** the dates of the Period for the Exercise of Public Rights of Wednesday 1 July to Tuesday 11 August 2026.

2.16 (Agenda 16) Planning

None.

2.17 (Agenda 17) Matters for future consideration

Benches.

The meeting closed at 21.03.

Next scheduled meeting:

Monday 20th July 2026 19.30

ANNEX 1

Kings Walden Parish Council

15 June 2026 (2026-2027)

PAYMENTS & RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
11	Breach on the Green	19/05/2026		Unity Trust Current /	R27-011	Receipt - Breach on the Green	Stallholder	Z	25.00		25.00
27	Grounds maintenance	19/05/2026		Unity Trust Current /	P27-027	Payment - New padlocks	Paul Harman	Z	-60.30		-60.30
20	Salary	19/05/2026		Unity Trust Current /	P27-020	Payment - Payroll	Staff	Z	-1,227.51		-1,227.51
24	Insurance	19/05/2026		Unity Trust Current /	P27-024	Payment - Insurance	Gallagher Insurance	Z	-2,093.47		-2,093.47
22	Office services	19/05/2026		Unity Trust Current /	P27-022	Payment - Office services	Actual Admin (Lisa Latham)	Z	-75.00		-75.00
21	Printing Costs	19/05/2026		Unity Trust Current /	P27-021	Payment - Printing costs	Graphix Print Solutions	S	-159.00	-31.80	-190.80
25	Breach on the Green	19/05/2026		Unity Trust Current /	P27-025	Payment - Stallholder refund	Stallholder	Z	-25.00		-25.00
26	Maintenance	19/05/2026		Unity Trust Current /	P27-026	Payment - Village Hall Lighting	McNeilly	S	-384.50	-76.90	-461.40
23	Cabinet	19/05/2026		Unity Trust Current /	P27-023	Payment - Defibrillator cabinet	McNeilly	S	-110.00	-22.00	-132.00
28	Pension	20/05/2026		Unity Trust Current /	P27-028	Payment - Pension	NEST	Z	-102.92		-102.92
13	Breach on the Green	29/05/2026		Unity Trust Current /	R27-013	Receipt - Breach on the Green	Joleen Rumble	Z	25.00		25.00
12	Misc Income	29/05/2026		Unity Trust Current /	R27-012	Receipt - Pitch fee	Stopsley Sharks FC	Z	600.00		600.00
29	Breach on the Green	29/05/2026		Unity Trust Current /	P27-029	Payment - Band Deposit - Saxn	Saxman Diggle	Z	-50.00		-50.00
30	Bank charges	31/05/2026		Unity Trust Current /	P27-030	Payment - Bank Charges	Unity Trust Bank	Z	-7.00		-7.00
16	Breach on the Green	01/06/2026		Unity Trust Current /	R27-016	Receipt - Breach on the Green	Asha Glitzy JewelX	Z	25.00		25.00
14	Breach on the Green	01/06/2026		Unity Trust Current /	R27-014	Receipt - Breach on the Green	Justbecasue3d	Z	25.00		25.00
15	Breach on the Green	01/06/2026		Unity Trust Current /	R27-015	Receipt - Breach on the Green	Celena is Younique	Z	25.00		25.00
17	Breach on the Green	02/06/2026		Unity Trust Current /	R27-017	Receipt - Breach on the Green	Antoinette Ive	Z	50.00		50.00
31	Admin	05/06/2026		Unity Trust Current /	P27-031	Payment - Software	Google	Z	-14.00		-14.00
33	Breach on the Green	08/06/2026		Unity Trust Current /	P27-033	Payment - Breach on the Greer	Rebecca Lisewski	Z	-300.00		-300.00
34	Breach on the Green	08/06/2026		Unity Trust Current /	P27-034	Payment - Breach on the Greer	The Persuaders	Z	-300.00		-300.00
32	Breach on the Green	08/06/2026		Unity Trust Current /	P27-032	Payment - Breach on the Greer	C&O Bouncy Castle	Z	-195.00		-195.00
35	Breach on the Green	10/06/2026		Unity Trust Current /	P27-035	Payment - Breach on the Greer	Breachwood Green Village	Z	-450.00		-450.00
18	Breach on the Green	15/06/2026		Unity Trust Current /	R27-018	Receipt - Breach on the Green	Preston Paws	Z	25.00		25.00
36	Broadband	15/06/2026		Unity Trust Current /	P27-036	Payment - Broadband	BT	S	-68.54	-13.71	-82.25
37	Emails and Cybercheck	15/06/2026		Unity Trust Current /	P27-037	Payment - Domain and Cybercl	Zen	S	-16.99	-3.40	-20.39
Total									-4,839.23	-147.81	-4,987.04

Kings Walden Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

15 June 2026 (2026-2027)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
41	Maintenance	15/06/2026		Unity Trust Current /	P27-041	Wifi Locks	C&J Supplies	S	371.90	74.38	446.28
45	Grass cutting	16/06/2026		Unity Trust Current /	P27-045	Grass cutting	R Dawes	S	869.76	173.95	1,043.71
42	Tree work	16/06/2026		Unity Trust Current /	P27-042	Tree Work	Rabley Tree Care	S	250.00	50.00	300.00
46	Grounds maintenance	16/06/2026		Unity Trust Current /	P27-046	Padlock for recreation ground	Paul Harman	Z	15.50		15.50
38	Audit	16/06/2026		Unity Trust Current /	P27-038	Internal Audit	Karen Murphy	Z	250.00		250.00
39	Fire inspection	16/06/2026		Unity Trust Current /	P27-039	Youth Club Fire Inspection	Chubb	S	137.64	27.53	165.17
43	Salary	16/06/2026		Unity Trust Current /	P27-043	Payroll	Staff	Z	108.50		108.50
44	Salary	16/06/2026		Unity Trust Current /	P27-044	Payroll	Staff	Z	140.00		140.00
40	Office services	16/06/2026		Unity Trust Current /	P27-040	Office services	Actual Admin (Lisa Lathan	Z	75.00		75.00
Total									2,218.30	325.86	2,544.16



ANNEX 3

15 June 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 15/06/2026		
	Cash in Hand 01/04/2026		32,619.21
	ADD		
	Receipts 01/04/2026 - 15/06/2026		25,086.92
			57,706.13
	SUBTRACT		
	Payments 01/04/2026 - 15/06/2026		11,681.59
A	Cash in Hand 15/06/2026		46,024.54
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Petty Cash	15/06/2026	150.95
	Lloyds bank current	15/06/2026	0.00
	Youth Club cash	15/06/2026	0.00
	Lloyds deposit	15/06/2026	0.00
	Unity Trust Current Account	15/06/2026	3,995.28
	Unity Trust Instant Access	15/06/2026	41,878.31
			46,024.54
	Less unrepresented payments		
			46,024.54
	Plus unrepresented receipts		
B	Adjusted Bank Balance		46,024.54
	A = B Checks out OK		