

**Minutes of Kimpton Parish Council Meeting
held on 23rd January 2019
Kimpton Memorial Hall at 7.30 pm**

Present: Cllr L Hawke (Chairman), Cllr I Corbett, Cllr A Firth, Cllr J Marsh, Cllr C Procter, Cllr D Reavell

In attendance: Mrs C Helmn, Parish Clerk, and 4 members of the public.

19/001 **Apologies**

To receive and accept apologies for absence
Cllr N Burns due to other commitments, Cllr S O'Brien due to illness, District Cllr J Bishop and County Cllr R Thake

19/002 **Interests**

- a) To receive declarations of interest from councillors on items on the agenda
Cllr A Firth as applicant for planning application 19/0034/FPH agenda item 19/005 b) and Cllr L Hawke for this same item as a family relative.
- b) To receive written requests for dispensations for declarable interests; and
None.
- c) To grant any requests for dispensation as appropriate
None.

19/003 **Minutes**

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 28th November 2018 as an accurate record of proceedings
Resolved, proposed Cllr Reavell, seconded Cllr Corbett that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman.
Unanimously agreed

19/004 **Public Issues**

None.

19/005 **Planning**

- a) To note planning applications received during the period 28th November 2018 and 1st January 2019
18/03182/FPH 1 Hope Cottages, Plummers Lane, Peters Green
Erection of boiler room/storage outbuilding in rear garden
No comment.
- b) To consider planning applications below:
18/03359/FPH Meadow Cottage, High Street
Erection of detached building to facilitate triple carport, double garage, workshop, gym and tractor shed following demolition of existing garages and carport building.

Access to the property is restricted and an acceptable method statement for access should be provided by the applicant for approval before work commences. A planning condition should be applied that the detached building cannot be turned into a separate residential residence.

19/00034/FPH 1 High Street

Front boundary following removal of existing fence and installation of entrance gates

Cllr Firth left the meeting for this item. Cllr Hawke did not take part in the discussion or vote.

No comment.

- c) To consider planning applications received during the period 17th January and 23rd January 2019

19/00128/LBC Russells Farm, Ansell's End

Conversion of timber barn and adjoining stables to create one 2-bed annexe including internal alterations

No comment

19/00108/FPH Russells Farm, Ansell's End

Conversion of timber barn and adjoining stables to create one 2-bed annexe
No comment subject to receipt of comments from neighbours.

- d) To consider Hertfordshire County Council Proposed Submission Minerals Local Plan & Omission Sites.

Consultation period 14 January to 22 March 2019

Noted.

- e) NHDC Local Plan 2011 – 2031 Schedule of proposed Main Modifications November 2018.

Consultation period 3 January to 14 February 2019

The consultation period has been extended to Monday 4th March and so this will be an agenda item at the next parish council meeting on 27th February. The Clerk will research the definition and area covered by 'infill' within Blackmore End.

Information notices will be put up with these details and the local residents' association will be contacted.

19/006 Reports from Working Parties and Committees

- a) Finance Working Party – Cllr D Reavell. All financial processes, invoices, bank reconciliations and budget reporting were reviewed and found satisfactory. Recommendations for the annual sport clubs rents were agreed.
- b) Christmas Market Working Party – Cllr N Burns/Parish Clerk. See attached report. The council agreed to hold a Kimpton Christmas Market 2019 with event details and budgets to be considered at the next council meeting. It was stated that hired contractors are required for the erection and taking down of marquees in addition to volunteer help. The Clerk will obtain quotes and prepare a budget in consultation with the Chairman.
Adequate storage and on-going management of the purchased capital items for community events throughout the year was discussed. More information of how items will be lent out to community groups and quotes for a second storage container was requested. This will be an agenda item on 27th February.
- c) Kimpton Bench Working Party – Mr B Finch
Report attached was noted. The council thanked the working party for their work, particularly for their substantial support for the Kimpton Christmas Market.

19/007 **Reports to Council**

To receive reports from representatives on outside bodies, local authorities and agencies

- a) Kimpton Primary School Governing Board – Cllr D Reavell. The interim Headteacher commenced at the beginning of the spring term and is providing leadership to a motivated staff team. A new deputy Headteacher and Site Manager are also in place. The Governance of the school has been the subject of scrutiny with an Improvement Impact Review. There is a plan of works for Governors including more working with the class teachers and a review of the impact of learning. Three Governors have been recently appointed who bring with them a wealth of experience and skills.

19/008 **Kimpton Events**

- a) To consider granting permission to use the Recreation Ground over the weekend of Saturday 4th May to Monday 6th May inclusive and The Green on Monday 6th May for Kimpton May Festival events

Resolved, proposed Cllr Marsh, seconded Cllr Corbett to grant permission subject to receipt of a satisfactory event risk assessment and confirmation of £10 million public liability insurance. Unanimously agreed.

- b) To consider granting permission to use The Green and Garden Fields on Saturday 6th July for Kimpton Folk Festival activities

Resolved, proposed Cllr Marsh, seconded Cllr Corbett to grant permission subject to receipt of a satisfactory event risk assessment and confirmation of £10 million public liability insurance. Unanimously agreed.

19/009 **Finance**

- a) To authorise payments made in accordance with the budget

Resolved, proposed Cllr Reavell, seconded Cllr Firth to approve payments listed and attached. Unanimously agreed.

- b) To note receipt of income, attached

Resolved, proposed Cllr Corbett, seconded Cllr Firth to note income received. Unanimously agreed.

- c) To receive bank statements, bank reconciliation and budget report

Resolved, proposed Cllr Reavell, seconded Cllr Corbett to receive bank statement, bank reconciliation and budget report. Unanimously agreed

- d) To consider price quotations, charges and grant requests as listed below

- i. Grant application from Kimpton Pre-School

The Council was disappointed that no recent financial information was made available; bank statements or management accounts. The Clerk will ask for representation from the Pre-School to attend the next council meeting as this item was agreed to be deferred.

- ii. Tree quotes arising from survey

Following the invitation to submit quotes, three were received and considered.

Resolved, proposed Cllr Reavell, seconded Cllr Firth to approve the lowest quote of £4,545.00 plus VAT dated 16/1/19 quotation number Q210 from Andrews of Kimpton. Unanimously approved.

- iii. Sports clubs rents 2019

Rental £ per annum	2014	2015	2016	2017	2018	2019
Bowls Club	105	115	120	125	130	135
Cricket Club	200	220	230	240	250	260

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Football Club	480	530				
Rugby Club				550	550	550
Tennis Club	200	220	230	240	250	260
TOTAL	985	1085	580	1155	1180	1205

Resolved, proposed Cllr Corbett, seconded Cllr Reavell to approve the above sports rents for 2019. Unanimously agreed.

19/010 **Clerk's Report**

Hertfordshire County Council has included the 304 bus service within its tendering process for a contract operating for a 5-year period.

It was agreed that any registration of the lease agreement to the Land Registry should be made by the individual sports clubs.

The dog and litter bins within the parish have been mapped and will be referenced should the council receive any further requests for additional bins, see attached list. The council is concerned regarding the ongoing servicing costs for every bin.

19/011 **Next Meeting**

To suggest agenda items for the next Meeting of the Parish Council on Wednesday 27th February 2019

- To consider storage and management of community capital assets for community events
- To consider NHDC Local Plan 2011 – 2031 Schedule of proposed Main Modifications November 2018 (infill proposals at Blackmore End)
- To consider maintenance requirements for the Recreation Ground pavilion
- To consider Kimpton Christmas Market budget 2019
- To consider additional Christmas activities

Cllrs Hawke and Procter tendered their apologies for this meeting.

Meeting closed at 8.55 pm.

Chairman..... **Date**.....