

**Minutes of Kimpton Parish Council Meeting
held on 27th February 2019
Dacre Rooms at 7.30 pm**

Present: Cllr N Burns (Chairman), Cllr I Corbett, Cllr A Firth, Cllr J Marsh, Cllr D Reavell

In attendance: Mrs C Helmn, Parish Clerk, and 7 members of the public.

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- 19/012 Apologies**
To receive and accept apologies for absence
Cllr L Hawke, Cllr C Procter and Cllr S O'Brien due to other commitments,
District Cllr J Bishop and County Cllr R Thake.
- 19/013 Interests**
a) To receive declarations of interest from councillors on items on the agenda
None.
b) To receive written requests for dispensations for declarable interests; and
None.
c) To grant any requests for dispensation as appropriate
None.
- 19/014 Minutes**
To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday
23rd January 2019 as an accurate record of proceedings.
Resolved, proposed Cllr Marsh, seconded Cllr Firth that these Minutes be
agreed as a true and accurate record of the proceedings and be duly signed by
the Chairman. Unanimously agreed.
- 19/015 Public Issues**
Members of the public can raise matters of concern
A resident raised concern at the Folk Festival advertising boards being
displayed for an event being held in July. This concern will be taken to the Folk
Festival Committee meeting scheduled for 5th March.
- 19/016 Planning**
a) To consider planning applications below:
**19/00197/FP Rudwick Hall Barley Beans Road Peters Green Luton
Hertfordshire LU2 8PG**
Installation of freestanding solar panel and mounting kit
No comment providing that the panels are not viewable from the road.

**19/00207/FPH Further Orchard, Kimpton Bottom, Kimpton, Hitchin
Hertfordshire SG4 8ET**
Single storey front and rear extensions. Widening of existing vehicular
access and installation of boundary wall and entrance gates
The Council received representations from neighbouring residents. The
revisions arising from previous neighbourly discussions with the applicant

were welcomed. Comments made by near neighbours were noted in regard to the ridge height of the rear extension and impact of this extension on their gardens. Concern was expressed about their continued amenity enjoyment, particularly in the summer evenings.

A concern was raised about the incline of ground level within the rear of the property and consequential possible digging into a bank with mature tree roots.

These comments will be passed to NHDC Planning Department. The Council encouraged further informal discussions by residents with the applicant.

19/00297/FPH 38 Dacre Crescent, Kimpton, Hitchin, Hertfordshire SG4 8QJ

Single storey rear extension

No comment.

19/00331/FPH High Oaks, Kimpton Bottom, Kimpton, Hitchin Hertfordshire SG4 8EU

Creation of additional vehicular access including entrance gates and boundary wall

Kimpton Parish Council received representations from the applicant and local residents. The planning history of the site was recited. During discussion the applicant undertook to remove the stones from the original driveway and replace with another barrier to protect the brick entrance piers.

The Council comment on the planning application was that there must be full compliance and enforcement of highways regulations.

- b) To consider planning applications received during the period 21st February and 27th February 2019
None.

- c) NHDC Local Plan 2011 – 2031 Schedule of proposed Main Modifications November 2018. Consultation period 3 January to 4 March 2019

Modification to the plan affecting Kimpton:

Land North of High Street for 13 homes

- Address existing surface water and groundwater flood risk issues through SUDs or other appropriate solution:
- Sensitive design to minimise impacts on adjoining Conservation Area

The following is a new paragraph to the local plan:

Infrastructure and mitigation

There are known flooding issues in Kimpton, both from surface water and groundwater, particularly along Claggy Road which acts as a flood route into the High Street. Development in Kimpton will be required to achieve the equivalent of greenfield run off rates to ensure existing issues are not exacerbated.

Blackmore End is classified as a Category B settlement and excluded from the Green Belt. Infilling development will be permitted but will not extend

the built-up area into the surrounding countryside. Map showing the boundary of Blackmore End is attached to the minutes.

St Albans and City District Local Plan defines Gustard Wood as a Green Belt Settlement. The broad policy approach is that development will be limited to small scale infilling. Redevelopment of previously developed land will reflect the Green Belt context and open character of the area.

19/017 Reports from Working Parties and Committees

- a) Kimpton Bench Working Party – Mr B Finch, report attached and noted.
- b) Rights of Way – Mr B Malcolm asked councillors and residents to report any problems encountered on the rights of way network as a survey on the condition of the public footpaths and bridle paths is being conducted. The survey will be reviewed at the forthcoming rights of way meeting.

19/018 Reports to the Council

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

Cllr Firth, Lead Highways and Parking Working Party, informed the council that he will be meeting Highways Officer, Gary Henning for a Kimpton site visit.

19/019 Community matters

- a) To note date of defibrillator training
Tuesday 9th April or Thursday 11th April at 19.00 in Kimpton Memorial Hall. Posters advertising the training will be placed on notice boards around the parish. It was considered important that the companies based at Claggy Road Industrial Estate were aware of the defibrillator and the training available. The school will be advised. The Council thanked Sanjay and Anita Kumar for permitting the defibrillator to be installed on the outside of Claggy Stores. This location serves the west end of the village and the industrial area.
- b) To consider Support for Churchgate Redevelopment, Hitchin
Councillors considered the Churchgate Redevelopment at Hitchin and were supportive of improvements to revitalise the retail area. The local Hitchin to St. Albans 304 bus route must be retained to enable residents from the parish, who do not have access to private cars, to travel to the town.

19/020 Policies and Risk Assessments

To review the following documents, policies and risk assessments:

- a) Health and Safety Risk Assessment Parkfield Sports Ground
- b) Health and Safety Risk Assessment Peters Green
- c) Health and Safety Risk Assessment Recreation Ground
- d) Health and Safety Risk Assessment The Green
- e) Health and Safety Risk Assessment Wren's Close play area

Resolved that the above risk assessments be endorsed, proposed Cllr Corbett, seconded Cllr Reavell. Unanimously agreed.

19/021 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.
The council requested a report on s106 payments and details of council approval. Clerk/RFO to action.
The Finance Working Party will review 2019/20 budget agreed and consider changing expenditure headings to ensure continued adequate financial

management. Amendments to the cashbook for both receipts and expenditure to be considered. Kimpton Christmas Market income and expenditure will be separated out.

- b) To note receipt of receipts, attached
Resolved, proposed Cllr Corbett, seconded Cllr Firth to note receipts received. Unanimously agreed. The cashbook shows that bank transfers between council accounts are recorded as bank charges due to the limitations on the current spreadsheet. This will be reviewed.
- c) To receive bank statements, bank reconciliation and budget report
Resolved, proposed Cllr Reavell, seconded Cllr Corbett to receive bank reconciliation and budget report. Councillors review Unity Bank account when completing online authorisations. Barclays Bank statements to be presented to the Finance Working Party. Unanimously agreed
- d) To consider price quotations, charges and grant requests as listed below
- I. Litter bin for Recreation Ground, by pavilion
Quote received from Earth Anchors – Rustic 120 litre bin with steel liner, surrounding wood. Installation tools provided free of charge to parish councils. No concrete base required. £432 plus Vat.
Councillors agreed to defer decisions on the quantity of bins required and bin design to Public Spaces and Playgrounds Working Party.
 - II. Grant application from Kimpton Pre-School
Receipt of recent financial information remains outstanding. This will be chased by the Chairman.
 - III. Items arising from council land risk assessments
Item deferred to next council meeting on 27th March when a report from the Public Spaces and Playgrounds Working Party will be considered.
Councillors to give consideration to the design of the post and rail barrier required at the steep slope at the Recreation Ground.
 - IV. Tree sonic tomography for English Oak, Peters Green
Resolved proposed Cllr Burns, seconded Cllr Firth to verify the worthiness of the tree, tag number 3776, and if a tree of substance to approve the quote of £590 for a PiCUS report with recommended action and indemnity. Clerk to action in liaison with the Chairman.
Unanimously agreed.
 - V. Lighting for Parkfield Sports Ground car park
Resolved, proposed Cllr Corbett, seconded Cllr Reavell to approve expenditure of £60 for footpath and car park solar lighting. Volunteers to install. Unanimously agreed.
 - VI. Internal auditor
Quote for 2019/20 of £380 plus VAT, same as last year.
Resolved, proposed Cllr Reavell, seconded Cllr Firth to appoint IAC Audit and Consultancy Ltd as internal auditor for 2019/20. Unanimously agreed.

19/022

Clerk's Report

Items for information only

Housing Needs Survey – a total of between 260 and 270 responses were received, which equates to a return of about 30%. This is at the top end

compared to other surveys that CDA have carried out. Full analysis will be available in May.

Due to comments from residents regarding the felling of the Japanese Cherry Tree, tag number 3804 on The Green, further consultation by Cllrs Burns and Marsh and the Parish Clerk has taken place with Andrews of Kimpton, tree surgeon. It was agreed to carry out initial reduction pruning and removal of boughs of the tree to reduce weight and wind loading. Quote of £300 (agreed by the Clerk under delegated powers) with the understanding that if tree felling was required following inspection of the completed works, this would be at no further cost. The Clerk will contact Dr Richard Wilson with details of the pruning completed and ask for his opinion on the health and safety of the tree. Council unanimously approved expenditure made under delegated powers.

19/023

Next Meeting

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

- Report from Rights of Way Working Party
- Report from Allotment Working Party
- Report from Public Spaces and Playgrounds Working Party
- Report from Sports Clubs Working Party

Meeting closed at 9.45 pm.

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

Dates of Working Parties

Rights of Way Working Party	Tuesday 12 th March	06.00 pm
Allotment Working Party	Thursday 14 th March	11.00 am
Public Spaces and Playgrounds WP	Monday 18 th March	11.00 am
Sports Clubs Working Party	Tuesday 19 th March	07.30 pm
Finance Working Party	Monday 8 th April	07.30 pm
Christmas Market Working Party	Monday 20 th May	07.45 pm