

**Minutes of Kimpton Parish Council Meeting
held on 27th March 2019
Kimpton Memorial Hall at 7.30 pm**

Present: Cllr N Burns (Chairman), Cllr I Corbett, Cllr L Hawke, Cllr C Procter, Cllr J Marsh, Cllr S O'Brien, Cllr D Reavell

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

-
- 19/024 Apologies**
To receive and accept apologies for absence
Cllr A Firth due to business commitment and County Cllr R Thake.
- 19/025 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.
- 19/026 Minutes**
To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 27th February 2019 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.
- 19/027 Public Issues**
Members of the public can raise matters of concern
No matters were raised.
- 19/028 Planning**
a) To consider planning applications below:
19/00268/FPH 20 High Street, Kimpton
Erection of rear conservatory linking main house to annexe following demolition of existing rear conservatory
No comment
19/00269/LBC 20 High Street, Kimpton
Erection of rear conservatory linking main house to annexe following demolition of existing rear conservatory
No comment

19/00468/FPH 8 Brownfield Way, Blackmore End

Raise roof height and insertion of front, rear and side dormer windows to facilitate loft conversion. Single storey rear and side extensions. Front bay window and external rendering.

No comment

- b) To consider planning applications received during the period 21st March and 27th March 2019
None received
- c) To receive a report on NHDC Planning Seminar – Cllr C Procter
Cllr Procter presented her report from the seminar, attached.

19/029

Reports from Councillors, Working Parties and Committees

- a) Rights of Way Working Party – Mr B Malcolm
 - i) Additional printing of Kimpton Country Walks
As nearly the 1,000 copies have been circulated, a grant application has been made by Kimpton Environmentalist Group to NHDC for printing costs for additional copies.
Further research will be undertaken on the ownership of the fence with barbed wire at Cuckolds Cross.
 - b) Allotment Working Party – Cllr L Hawke
Cllr Hawke thanked Kimpton Bench Working Party for their work at the allotment site.
 - i) Hire of recycling container / skip
Resolved proposed Cllr Hawke, seconded Cllr O'Brien to approve expenditure of £220 for a skip. Unanimously agreed.
 - ii) Removal of hedge and tree stump plot number 7b
Resolved proposed Cllr Hawke, seconded Cllr O'Brien to approve expenditure of £250 for clearance work. Unanimously agreed.
 - c) Public Spaces and Playgrounds Working Party – Cllr I Corbett
 - i) Felling of oak tree, Peters Green, tag number 3776
Resolved proposed Cllr Burns, seconded Cllr Reavell to approve expenditure of up to £500 to fell this tree and £200 for replacement trees. In principle the Council wished to plant two trees within the parish for every one tree felled. Unanimously agreed.
 - ii) Number and style of litter bins for Recreation Ground
Resolved proposed Cllr Reavell, seconded Cllr Marsh to approve expenditure of £550 for labour and materials for 3 litter bins. Bins to be hooded with metal liner and wooden casing on a concrete slab. Unanimously agreed.
 - iii) Maintenance of pavilion
Resolved proposed Cllr Burns, seconded Cllr O'Brien to approve expenditure of £1,000 for repairs to the exterior decking, balustrade and bunker seat. Unanimously agreed.
Cllr S O'Brien to join the Public Spaces Working Party at their meeting on 1st July.
 - iv) Design and cost of barrier at top of south slope
Resolved, proposed Cllr Reavell, seconded Cllr Hawke to approve expenditure up to £400. KBWP to carry out the replacement of the

missing rail and supply supporting struts to go around the bend at the top of the slope. Unanimously agreed.

- v) **Resolved**, following receipt of advice from Dr Richard Wilson, it was proposed Cllr Hawke, seconded Cllr Reavell to fell the Cherry Tree, tag 3804, outside 4 The Green and approve £100 expenditure on 2 replacement trees within the parish. Unanimously agreed.
- d) Sports Clubs – Cllr I Corbett
Report attached.
i) Financial support for sport grounds maintenance
Individual Sports Clubs to be encouraged to complete KPC Grant Application for financial support which would be considered by the council on its merits.
Parkfield Sports Ground Management Plan to be drafted – Parish Clerk.
- e) Kimpton Bench Working Party – Mr B Finch
Report attached.
Resolved, proposed Cllr Reavell, seconded Cllr O'Brien to approve expenditure for 10 litres of black Hammerite of £152.00 plus VAT.
Unanimously agreed.
- f) Finance Working Party – Cllr N Burns
i) Format of reporting budget 2019/20.
Budget codes are to be modified with some items separated out under an umbrella heading to clearly show budget against actuals.
ii) Internal controls
A '*Purchase Order Register*' to be introduced from 1st April 2019 showing the supplier, description of goods, order date, receipt date, budget code and invoice amount. This will assist councillors when authorising BACS payments.
- g) Kimpton Christmas Market
i) Proposed budget
A neutral budget for the Christmas Market is being proposed (£4,500 for both receipts and payments) although KPC will underwrite up to £2,500. More councillor involvement in the organisation of the 2019 event is encouraged.
- h) Council equipment storage – Cllr N Burns
i) Extra storage facility
Cllr C Procter has kindly made storage space available, free of charge, for tables, chairs, marquees and other equipment used for community events. The Council is thankful for this very kind offer.
ii) Cage for gas cylinders
Resolved, proposed Cllr Marsh, seconded Cllr O'Brien to approve £350 for the supply of a cage to be used for the storage of gas cylinders used for community events. The cage will be located on a concrete slab on land between the pavilion and Bowls Club at the Recreation Ground once the propane tank has been decommissioned and removed. Unanimously agreed.
- i) Chairman's Report – Cllr N Burns
i) Liaison meeting with Bridge Cottage Surgery
A constructive meeting was held with the Practice Manager with the establishment of a communication channel between the practice and the

parish council. KPC to post health briefings onto the Kimpton Village website as local information for the community.

ii) Kimpton Litter pick on Saturday 30th March 10am The Boot
All councillors are encouraged to support this environmental project.

iii) Activity on 'Ron Hyde gap'
Infiltration testing has been conducted on the farmland to check the drainage capacity as required by conditions set out within the NHDC Local Plan. The landowner is under pressure to build on available development plots and therefore a planning application is expected this calendar year. KPC will present the outcome of the Housing Needs Survey to the land agents, due end of May and continue to represent the views and needs of the community for both social and private housing.

19/030

Reports to the Council

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

Cllr I Corbett will be organising a meeting of the Environmental Working Party to look into the '*Plastic Free Community Award Scheme*'.

District Cllr J Bishop declined to comment due to district elections taking place. Cllr D Reavell reported from Kimpton Primary School Governing Board stating that the teaching staff were stable and had received positive feedback in the recent internal questionnaire on teaching levels. Moral is good in the school with currently 190 pupils. Premises require expenditure to cover an alarm and improvements to toilets. The school is very appreciative of the volunteers from Kimpton Bench Working Party who have created a willow outdoor classroom. A charging policy has been formed which encourages use of the school premises although the charges are going up. Defibrillator usage is being questioned by the staff. Cllr Reavell to continue his role as KPC representative to the end of this academic year.

19/031

Finance

a) To authorise payments made in accordance with the budget

Resolved, proposed Cllr Marsh, seconded Cllr Corbett to approve payments listed and attached. Unanimously agreed.

b) To note receipt of income, attached

Resolved, proposed Cllr Marsh, seconded Cllr Corbett to note receipt of income, as attached. Unanimously agreed.

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

Resolved, proposed Cllr Marsh, seconded Cllr Corbett to receive bank statements, bank reconciliation and budget report, as attached. Unanimously agreed.

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

- I. Grass contract 2019
- II. Litter picking contract 2019
- III. Dog and litter bins contract 2019
- IV. Parkfield access - Cutting back side hedge and removing elders

Resolved, proposed Cllr Marsh, seconded Cllr Corbett to approve quotes for the above, as attached. Unanimously agreed.

19/032

Clerk's Report

Items for information only

Vegetable trugs will be offered at £10 rental per year.

19/033 Next Meeting

To suggest agenda items for the next Meeting of the Parish Council on
Wednesday 24th April 2019

- Parkfield Sports Ground roadway
- Hedge surrounding War Memorial, High Street

Meeting closed at 10.00 pm.

Chairman..... Date.....

Dates of Working Parties

Highways and Parking Working Party	Wednesday 8 th May	09.15 am
Allotment Working Party	Thursday 9 th May	11.00 am
Christmas Market Working Party	Monday 20 th May	07.45 pm