

**Minutes of Kimpton Parish Council Meeting  
held on 28<sup>th</sup> November 2018  
Dacre Rooms at 7.30 pm**

**Present:** Cllr N Burns (Chairman), Cllr L Hawke, Cllr J Marsh, Cllr C Procter, Cllr D Reavell

**In attendance:** Mrs C Helmn, Parish Clerk, and 3 members of the public.

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**18/123 Apologies**

To receive and accept apologies for absence

Cllrs A Firth, S O'Brien due to other commitments, Cllr I Corbett due to illness, District Cllr J Bishop and County Cllr R Thake

**18/124 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.

**18/125 Minutes**

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 24<sup>th</sup> October 2018 as an accurate record of proceedings

**Resolved**, proposed Cllr Procter, seconded Cllr Reavell that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman.  
Unanimously agreed

**18/126 Public Issues**

Members of the public can raise matters of concern

The 304 bus service from Hitchin to St. Albans is being reduced causing disruption to travel arrangements for residents, particularly school children, commuters and the elderly. This is an essential service for residents who don't drive and could lead to isolation and loneliness with access to health services restricted. The situation is changing as the bus service was to be removed in December, but a further contract has been awarded by Herts County Council to continue the service to March 2019. The parish council could liaise with neighbouring parishes to establish the level of concern regarding the loss of this service for residents. Suggestions include the use of smaller buses, improving the timetable to enable users adequate time at their destination, better communications from the bus company and concern on public transport availability following Kimpton's housing development at Probyn Close and Lloyd Way.

A resident reported that a surveyor was seen to be conducting work on Ron Hyde's gap.

**18/127 Planning**

**a)** To consider planning applications below

**18/02834/FP** White Cottage Park Lane  
Erection of three detached, four-bedroom dwellings, following demolition of existing dwelling and outbuilding, with all associated landscaping and ancillary works.  
An architectural method of screening the bin storage adjacent to Park Lane should be provided.

**18/02984/FP** 7 Brownfield Way, Blackmore End  
Erection of one 3-bed dwelling following demolition of existing bungalow  
No comment.

**18/02909/FP** 70 Kimpton Road, Blackmore End  
Part two storey and part single storey side extension following demolition of existing single garage. Single storey front extension and front porch canopy following demolition of existing front porch. Erection of detached double garage.  
No comment.

- b) To consider planning applications received during the period 22nd November and 28th November 2018  
None received.

18/128 **Finance**

- a) To consider and agree Kimpton Parish Council budget for 2019/20  
A detailed discussion on proposed income and expenditure items took place.  
**Resolved** proposed Cllr Burns, seconded Cllr Procter to approve the budget for 2019/20, see attached. Unanimously agreed.
- b) To consider and agree precept for 2019/20  
**Resolved**, proposed Cllr Procter, seconded Cllr Hawke to increase the precept to £74,000 for the year 2019/20. Vote: 3 For, 2 abstentions.
- c) To authorise payments made in accordance with the budget, attached  
**Resolved**, proposed Cllr Marsh, seconded Cllr Reavell to approve payments listed and attached. Unanimously agreed.
- d) To note receipt of income, attached  
**Resolved**, proposed Cllr Marsh, seconded Cllr Reavell to note income.  
Unanimously agreed.
- e) To receive bank statements, bank reconciliation and budget report, attached  
**Resolved**, proposed Cllr Procter, seconded Cllr Marsh to receive bank statement, bank reconciliation and budget report. Unanimously agreed
- f) To consider price quotations, charges and grant requests as listed below:
- I. Clearance FP34  
**Resolved**, proposed Cllr Marsh, seconded Cllr Reavell to approve quote of £300. Unanimously agreed.
  - II. Parkfield Sports Ground entrance gate  
**Resolved**, proposed Cllr Marsh, seconded Cllr Procter to approve expenditure up to £500. Unanimously agreed.
  - III. Grant Application from Kimpton Pre-School  
A discussion on the heating system for the pre-school took place and its maintenance requirements.  
Councillors reviewed the financial information and asked for more recent figures, when the new committee was in management, before making a decision on the level of grant.

18/129 **Reports from Working Parties and Committees**

To receive written reports, recommendations and council actions required from working parties:

- a) Christmas Market** – Cllr N Burns and Parish Clerk  
Report noted. Councillors requested to help serving food at the BBQ.  
**Resolved**, proposed Cllr Burns, seconded Cllr Procter for a contribution of £250 to be made to Kimpton Horse Show towards the cost of a marquee used for the music at the Christmas Market. Unanimously agreed.  
After the event all marquees, matting, heaters and lighting to be stored in the container located at the Recreation Ground.
- b) Kimpton Bench Working Party** – Cllr J Marsh/Bob Finch  
Report noted.
- c) Kimpton Highways and Parking** – Cllr A Firth, report attached
- d) Allotment Working Party** – Cllr L Hawke  
The allotment site has full occupancy. The bonfire has been reduced in size and will be lit when weather conditions permit. Photos of badgers at the allotments were circulated.
- e) Battle's Over** – Cllr S O'Brien/ Cllr I Corbett  
The Beacon Event held on the evening of Sunday 11<sup>th</sup> November attracted about 300 people and was a great success. A lighted procession took place from Kimpton Parish Church around the village to arrive at Kimpton Primary School where Kimpton Village Choir and local musicians sang a variety of old songs and ballads. Over £200 was donated by people attending the event. It was acknowledged that the success of the event was through the support of the school, volunteers but especially to all the villagers who contributed food for the evening, allowing free cakes, pastries and beverages to be provided on the night.
- f) Environmental Working Party** – Cllr I Corbett  
Meeting of the working party to be convened before the next KPC meeting in January.
- g) Public Spaces and Playgrounds Working Party** – Cllr Corbett/Cllr Procter  
The Council reviewed the Tree Survey report and noted the recommendations relating to the condition of the Cherry Tree, south side The Green.  
**Resolved**, proposed Cllr Procter, seconded Cllr Reavell to fell the tree due to the safety concerns of the large heavy boughs. A rowan tree has already been planted nearby. Unanimously agreed.
- h) Website statistics** – Cllr N Burns  
Below are the UK visitor stats for the Kimpton Village website throughout 2018:

	<b>Page Views</b>		<b>Total Visits</b>
<b>2018</b>	<b>(UK)</b>	<b>Pages/Visit</b>	<b>(UK)</b>
Jan	3963	2.16	1835
Feb	2851	2.50	1140
Mar	2156	3.81	566
Apr	1323	2.40	551
May	1377	2.02	682
Jun	1645	1.76	935
Jul	1873	2.61	718
<b>Aug</b>	<b>4825</b>	<b>2.53</b>	<b>1907</b>
<b>Sep</b>	<b>20998</b>	<b>7.12</b>	<b>2949</b>
Oct	2423	1.79	1354

<b>6 Month Average</b>		
<b>Jan – June 2018, Page views</b>	<b>Pages/Visit</b>	<b>Total Visits (UK)</b>
2219	2.44	909

The village website has been modified with a left side banner showing events coming up and the top line headers rationalised.

August and September saw a spike in website hits that was due to the publication of a Kimpton Christmas Market promotion article. To establish the connection a search in Facebook for “Christmas Market 2018” was undertaken using a couple of different profiles (one based in Potters Bar) and “Kimpton Christmas Market 2018” ranked very high.

#### 18/130 **Reports to Council**

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

- a) **Kimpton Memorial Hall** – Cllr J Marsh reported that a Charity Incorporated Organisation is being created for the hall.
- b) **Kimpton Primary School Governing Board** – Cllr D Reavell reported that the Headteacher is going on maternity leave in January 2019. An interim headteacher, Rob Hexton, has been appointed in addition to a permanent Deputy Headteacher, John Ferguson. The school is without a caretaker. The school continues to search for quality teachers to replace using supply teachers. A board meeting on 5<sup>th</sup> December will assign responsibilities to the individual Governors and a plan of works agreed.
- c) **North Herts District Council** – District Cllr J Bishop. No report.
- d) **Hertfordshire County Council** – County Cllr R Thake communicated to the council that s106 monies for education received by the county council, from developments within the parish of Kimpton, will be applied to Katherine Warrington School, Harpenden.
- e) **Crime Report** – Cllr N Burns.  
A review of the crime statistics took place. See attached.

#### 18/131 **KPC Amenities**

- a) To consider request from Kimpton Village Choir to hold a summer concert on The Green June 2019  
**Resolved**, proposed Cllr Reavell, seconded Cllr Marsh to grant permission subject to a satisfactory risk assessment for the event and public liability insurance. Unanimously agreed.
- b) To consider request from a resident to install a dog bin on FP12 and approve addition to annual service contract  
**Resolved**, proposed Cllr Procter, seconded Cllr Marsh to approve the purchase and servicing of a dog bin on FP12. Unanimously agreed,
- c) To consider request from Kimpton Cricket Club to register the lease agreement with the Land Registry  
The Clerk will make enquires on the process and costs.

#### 18/132 **Kimpton Housing Needs Survey**

To receive an update on the timetable and agree details – Cllr N Burns

The Affordable Housing Needs Survey will be distributed to households in the parish on 4<sup>th</sup> February 2019 with a published deadline for completion of 25<sup>th</sup> February, with returns accepted up to 4<sup>th</sup> March. The survey will be available online and can be completed by friends and families with a strong connection to the parish but live elsewhere. KPC will publicise the survey on village notice boards, on village websites and on Kimpton Village Facebook. Forward notice is being given to the Parish via the December copy of the Parish Magazine. CDA Herts will analyse the responses and

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report back to KPC by 3<sup>rd</sup> May. There will be an Executive Summary for distribution within the community.

18/133 **Clerk's Report**

Items for information only  
None.

18/134 **Next meeting**

To suggest agenda items for the next Meeting of the Parish Council on Wednesday 23<sup>rd</sup> January 2019

- Kimpton Christmas Market report
- Environment Working Party report

Meeting closed at 10.00pm.

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