

**Minutes of Kimpton Parish Council Meeting  
held on 17<sup>th</sup> July 2019  
Kimpton Memorial Hall at 7.30 pm**

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

**In attendance:** Mrs C Helmn, Parish Clerk, and 1 member of the public.

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- 19/077 Apologies**  
To receive and accept apologies for absence  
Cllr I Corbett, Cllr C Procter and Cllr D Reavell due to prior engagements,  
District Cllr J Bishop, County Cllr R Thake.
- 19/078 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.
- 19/079 Minutes**  
To confirm the Minutes of Kimpton Parish Annual Council Meeting held on  
Wednesday 26<sup>nd</sup> June 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.
- 19/080 Public Issues**  
Members of the public and councillors can raise matters of concern  
A resident mentioned that the police had been called to a neighbourly dispute  
in Wren Close. The Clerk will contact the police.  
A Councillor informed the council that a resident had reported a dangerous dog  
to the police as it had attacked an adult causing physical injuries and been  
aggressive towards two other dogs.
- 19/081 Planning**  
a) To consider planning applications below:  
**19/01543/FPH Porters End House, Porters End**  
Single storey side/rear extension to provide swimming pool, changing  
rooms, sauna and associated pump room following demolition of existing  
bungalow and outbuildings.  
No comment  
**19/01420/FPH Perry Green Cottage, Kimpton Road, Peters Green**  
**19/01421/LBC**

Conversion of garage into habitable accommodation: together with associated external alterations.

No comment

**19/01550/FPH 14 Lawn Avenue**

Single storey rear conservatory extension following removal of existing.

No comment

- b) To consider planning applications received during the period 11<sup>th</sup> July and 17<sup>th</sup> July 2019

**19/01638/FP 16 Blackmore Way, Blackmore End**

Erection of one detached 5-bed dwelling and detached outbuilding in rear garden following demolition of existing dwelling

Comments to issue to NHDC

**Application Forms**

Item 7. Materials proposed for the garden building to be confirmed.

Item 9. Vehicle Parking. 4 spaces are stated but only 3 are shown on drawings. Please demonstrate parking as application.

Item 13. Foul Sewage. Provide details as required by the application form.

**General**

Provide dimensional height to roof ridge of house and garden room.

Provide measurable scale on each drawing.

Confirm that the ridge height of the new property is no greater than either of those existing properties either side (no elevations provided to indicate relationship).

**19/082**

**Reports from Councillors, Working Parties and Committees**

- a) Kimpton Bench Working Party – Mr B Finch  
The report was noted. The council acknowledged the continuation of the excellent work and commends the working party for its activities that bring value to all parts of the community.
- b) Public Spaces and Playgrounds Working Party – Cllrs C Procter/J Marsh  
The report was noted, see attached and recommendations agreed. Clerk to action.
- c) Finance Working Party – Cllr N Burns  
**Resolved**, proposed Cllr Hawke, seconded Cllr Marsh to approve the recommendations as detailed in the notes of meeting of the working party held on Monday 1<sup>st</sup> July including documents associated with GDPR implementation and Financial and Management Risk Assessment for the period 1 April 2019 to 31 March 2020. Unanimously agreed.
- d) Allotment Working Party – Cllr L Hawke  
At the site meeting of the allotment working party a number of plots were identified that require some attention to bring them up to the required standard of cultivation. A notice of termination will be sent to one allotment tenant.  
The allotment tenancy agreement will be reviewed with a revised version to be considered at the next council meeting. The council reviewed the income and expenditure for the allotments as detailed in the report.  
**Resolved** proposed Cllr Burns, seconded Cllr Marsh to increase the square meter rental charge by 5%, rounded to the nearest 10p. Unanimously agreed.

- 19/083      Reports to the Council**  
To receive reports from representatives on outside bodies, local authorities and agencies  
None.
- 19/084      Action List**  
To receive and review action list  
Council noted the contents of the list, see attached.
- 19/085      Kimpton to Harpenden Cycle Path Feasibility Study: Sustrans June 2019**  
To consider the recommendations of the study and agree future actions  
The Council was concerned on how the project funds, circa £800,000 would be secured and what mechanism was available to generate financial backing. Due to the use of private roads at Blackmore End it was suggested that it could be feasible to have two cycle routes: one from Kimpton to Blackmore End and the second from Gustard Wood to Batford.
- 19/086      Parkfield Sports Ground Access Road**  
To agree to resurface access road  
**Resolved**, proposed Cllr Burns, seconded Cllr March to approve expenditure of £500 for the hire of a whacker and materials to fill in the potholes with labour by Kimpton Bench Working Party. Unanimously agreed.
- 19/087      Finance**  
a) To authorise payments made in accordance with the budget  
**Resolved**, proposed Cllr Firth, seconded Cllr Hawke to approve payments.  
Unanimously agreed.  
b) To note receipt of income, attached  
**Resolved**, proposed Cllr Hawke, seconded Cllr Firth to note receipts.  
Unanimously agreed.  
c) To receive bank statements, bank reconciliation and budget report  
**Resolved**, proposed Cllr Firth, seconded Cllr Burns to note bank statements, bank reconciliation and budget report. Unanimously agreed.  
d) To consider price quotations, charges and grant requests  
None  
e) To review the effectiveness of the internal audit  
**Resolved**, proposed Cllr Firth, seconded Cllr Burns to approve the review of the effectiveness of the internal audit. Unanimously agreed.
- 19/088      Clerk's Report**  
Items for information only  
The May Bank Holiday 2019 has been moved from Monday 4<sup>th</sup> to Friday 8<sup>th</sup>. However, Kimpton May Festival will still be held on the first weekend in May 2019 as a two-day festival instead of three. The Committee is looking at options for the timing of all events and evaluating the suitability of having an outdoor music event on Saturday 2<sup>nd</sup> May at the Recreation Ground. Any event would be subject to a health and safety risk assessment including noise levels, a finish time no later than 9.30pm, adequate stewarding for the expected attendance numbers with the ground left in a clear and tidy state.
- 19/089      Next Meeting**  
To suggest agenda items for the next Meeting of the Parish Council on Wednesday 25<sup>th</sup> September 2019

Meeting closed at 9.00pm.

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

**Dates of Working Parties**

Christmas Market Working Party	Monday 9 <sup>th</sup> Sept	19.45
Allotment Working Party	Thurs 12 <sup>th</sup> Sept	11.00
Sports Clubs	Monday 16 <sup>th</sup> Sept	19.30
Staffing Committee	Monday 23 <sup>rd</sup> Sept	19.30