

**Minutes of Kimpton Parish Council
Annual Meeting
held on Wednesday 18th May 2016
Kimpton Memorial Hall at 7.30 pm**

Present: Cllr I Corbett, Cllr D Hardstaff (Chairman), Cllr L Hawke, Cllr S O'Brien, Cllr J Palmer, Cllr D Pirola (late arrival), Cllr D Reavell

In attendance: Mrs C Helmn, Parish Clerk, County Cllr R Thake, District Cllr J Bishop and 3 members of the public.

16/083 To elect a Chairman for the year 2016/17 and sign Declaration of Acceptance of Office
Resolved proposed Cllr Reavell, seconded Cllr O'Brien to appoint Cllr David Hardstaff as Chairman for the year 2016/17. Unanimously agreed. Cllr Hardstaff signed the declaration of acceptance of office.

16/084 To elect a Vice-Chairman for the year 2016/17 and sign Declaration of Acceptance of Office
Resolved proposed Cllr Hardstaff, seconded Cllr O'Brien to appoint Cllr Jon Palmer as Vice-Chairman for the year 2016/17. Unanimously agreed. Cllr Palmer signed the declaration of acceptance of office.

16/085 To receive and accept apologies for absence
Cllr J Marsh due to another appointment and Cllr D Pirola for late arrival.

16/086 Declarations of interest and dispensations

- 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.

16/087 To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 23rd April 2016
Resolved that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

16/088 To review Kimpton Parish Council documentation

- a) Standing Orders
Resolved to confirm Kimpton Parish Council Standing Orders agreed January 2014. Unanimously agreed.
- b) Financial Regulations
Resolved to confirm Financial Regulations agreed March 2016 subject to the addition of a tender value of £10,000 being inserted. Unanimously agreed.

- c) Kimpton Emergency Plan
Defer until the next parish council meeting.

16/089 To fix dates and venues for Kimpton Parish Council meetings 2016/17
Resolved to approve the schedule of meetings as Appendix A. Unanimously agreed.

16/090 To appoint representatives to serve on Committees, outside bodies and working parties
Resolved to approve the representatives as Appendix B. Unanimously agreed.

16/091 To consider planning application listed below:

16/00758/1LB 34 High Street, Kimpton
Replacement of front lounge wooden casement window
No comment.

16/092 To consider planning applications received between 12th May and 18th May 2016
None.

Cllr Pirola arrived.

16/093 To receive reports on actions agreed at the last Council meeting
It was agreed to contact The Blue Tree Company and request that the tree stumps at Peters Green be reduced to ground level as recommended by Richard Wilson.

16/094 Chairman's Announcements (for information only)
None.

16/095 To receive reports from representatives on outside bodies, working parties, local authorities and agencies
Cllr Corbett reported that a productive meeting of interested residents was held to discuss the setting up of a new overarching Kimpton village web site. The aim is for a modern single portal that would hold the Kimpton Business directory, publicise community events and have links to all groups and organisations. It is important to have a community website that can be navigated on phones and tablets and be easy to update. A resident has offered to create some designs for consideration and grants have been offered by District Cllr J Bishop and County Cllr R Thake.

Kimpton Memorial Hall AGM was held on 10th May. Bookings are slightly down on last year although, overall including grants, income is still in excess of running costs. Hall charges have not been increased. The main issue is to find a Treasurer and Secretary and any suggestions for these roles would be helpful. Mr R Nash would like to stand down as Chairman, but has agreed to carry on until there is a replacement. Since the AGM, Simon Thompson said he would be prepared to stand as Chairman.

Kimpton Bench Working Party – Mr B Finch reported on some of the jobs completed in the last few months

- Turf three graves after removal of mounds at the Churchyard
- Put up and took down the Art Show screens and helped at May Festival
- Made wooden partitions and painted walls in the Dacre Rooms
- Washed and/or painted benches
- Painted swings and cleans seats at the Recreation Ground play area
- Cleared a fallen tree and replaced a broken fence at the allotment site
- Cleared a fallen tree at Parkfield Sports Ground car park
- Completed numerous small maintenance jobs at the Memorial Hall
- Constructed a wicker surround for an outside classroom with year 5 children
- At Kimpton School and will be clearing the raised vegetable beds this week
- Repaired the verge at the junction of Claggy Road and Commons Lane

Cllr Reavell has arranged for the Parish Clerk to accompany him to a meeting with the newly appointed Head teacher at Kimpton Primary School to discuss links between the school and community.

Cllr Pirola said that a resident from Peters Green had set up a petition for improvements to the broadband service.

16/096 To receive petitions, comments and questions from the public

A resident raised concerns on when the temporary portakabin was to be removed from Cottage Farm as the building works were nearing completion.

16/097 To review the condition of the junction of Claggy Road and Commons Lane, vehicle parking and agree further actions

Kimpton Bench Working Party had completed the repair of the damaged grass verge at the junction of Claggy Road and Commons Lane and replaced the wooden posts. The area was greatly improved and residents had passed on their appreciation to the volunteers.

It was reported that up to three vehicles without tax and MOT were parked on the road. The Parish Clerk was asked to contact PCSO Heather Burrows and NHDC Enforcement Officer, David Furr with this information.

The Parish Clerk had asked Hannah Seton, Savills to enquire of Oxford University Trust whether they would be prepared to enter into an agreement for the creation of a car park for the excess vehicles that are parked in this area. The Clerk is waiting for a response but will chase before the next council meeting.

16/098 To agree community consultation regarding Wrens Close play area

An open meeting with residents of Wren Close and Lawn Avenue will be arranged for Monday 6th June at 5pm in Wren Close play area. Cllrs Hardstaff, Reavell and O'Brien are available to attend and the North Herts Homes Housing Officer for Kimpton has agreed to attend.

16/099 Finance

a) To approve payments made in accordance with the budget

Resolved, proposed Cllr Hardstaff, seconded Cllr Reavell to approve payments listed in Appendix C. Unanimously agreed.

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

These were received by the council and found to be satisfactory, see Appendix D and Appendix E.

c) To consider the Internal Auditor report
Noted.

d) To consider and agree items of a 'valuable or attractive nature' to be recorded in the asset register

Resolved that items in excess of £500 plus the council laptop would be included on the asset register.

e) To consider quotes, grants and agree funding

i. Tree works within the parish as advised in the tree survey, March 2016

Resolved, proposed Cllr Corbett, seconded Cllr Harsdstaff to approve the quote from Arborcare for the first thirteen items up to a total value of £1,050 plus VAT. Unanimously agreed.

ii. Welcome to Kimpton sign on B652

Defer until the next Parish Council meeting.

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16/100 To receive the Clerk's report (for information only)
None.

16/101 To suggest agenda items for the next meeting of the Parish Council on Wednesday
22nd June

- To consider communications within Kimpton
- To receive an update on Wren Close play area and agree equipment
- To receive an update on Recreation Ground pavilion

The meeting closed at 10.00 pm.

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