

**Minutes of
Kimpton Parish Council Meeting
held on Wednesday 22nd June 2016
Kimpton Memorial Hall at 7.30 pm**

Present: Cllr I Corbett, Cllr D Hardstaff (Chairman), Cllr J Marsh, Cllr S O'Brien, Cllr J Palmer, Cllr D Pirola

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

16/102 To receive and accept apologies for absence

Cllr L Hawke and Cllr D Reavell for prior commitments and County Cllr R Thake

16/103 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.

16/104 To confirm the Minutes of Kimpton Parish Council Annual Meeting held on Wednesday 18th May 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.

16/105 To ratify the Minutes of the Annual Parish Meeting held on Wednesday 18th May 2016

Resolved that these Minutes be ratified as a true and accurate record of the proceedings. Unanimously agreed. The minutes will be approved for signature at the next Annual Meeting to be held on Wednesday 24th May 2017.

16/106 To consider planning applications received between 16th June and 22nd June 2016
None received.

16/107 To receive reports on actions agreed at the last Council meeting
None.

16/108 Chairman's Announcements (for information only)

Cllr Hardstaff asked councillors for items to be included in the article for the summer edition of Kimpton Parish Magazine.

16/109 To receive reports from representatives on outside bodies, working parties, local authorities and agencies

Cllr Palmer reported that plans are in their final stages for the inaugural Kimpton Folk Festival on Saturday 9th July. It promises to be an exciting community event with both national and local artists performing.

Mr B Malcolm, Chairman of Rights of Way Committee reported that a new grass cutting contractor has been introduced by Herts County Council using the same schedule of works. Some work has improved although strimming is taking place at a different time to cutting.

Cllr Pirola thanked County Cllr R Thake for the speed indicator sign that will be installed at Peters Green. Further meetings with officers are planned to agree locations.

16/110 To receive petitions, comments and questions from the public
None.

16/111 Claggy Road/Commons Lane junction

- a) To review the parking around the area and consider a proposal for an additional car park
Residents confirm that the overall situation remains the same with cars parked near to the junction and the area being congested. The Clerk reported that we are still waiting for a response from Savills, agents for Oxford University Chest on the proposal for agricultural land along Claggy Road to be converted into a carpark.
- b) To consider other environmental issues
The rubbish from units at Coleman Business Centre was removed but now has started to build up again and the white van that has had the engine removed remains an eye sore at the front. The Clerk will contact the owner, Mrs L Coleman to see if an acceptable arrangement for rubbish removal from the site can be permanently arranged and that tenancy agreements are enforced.

16/112 Wren Close

- a) To receive a report on the resident meeting held on Monday 6th June and actions following
A very positive meeting was held between Cllrs Hardstaff, Reavell and O'Brien, two officers from North Herts Homes, Parish Clerk and about 10 local residents. It was confirmed that CCTV would be introduced to the car park in the coming week to deter anti-social behaviour. Residents said that the situation has improved after North Herts Homes and the police took action against the anti-social behaviour of some residents. Contractors will be reminded to cut all the grass areas and the contract will be reviewed to see if all the grounds are included on the schedule. It was agreed to install new play equipment in the Wren Close play area and to ask for the area to be included within The Noise Project on Saturday 16th July.
- b) To approve expenditure for a skip and other items
Mr A Morton, organiser of The Noise Project where volunteers give practical support to residents in the parish, has agreed to include the clean-up of the communal areas of Wren Close within the tasks for the day. Mr Morton, North Herts Homes and the Parish Clerk have met to discuss the jobs to be carried out with North Herts Homes providing materials such as paint, protective gloves, wood preserver, washing line and gardening tools. North Herts Homes officers will be joining Kimpton volunteers for the day.
Resolved, proposed Cllr O'Brien, seconded Cllr Palmer to approve a budget of £230 plus VAT. Unanimously agreed.
- c) To consider and agree new play equipment
Resolved, proposed Cllr Hardstaff, seconded Cllr Marsh to approve expenditure of £8,000 for new adventure trail play equipment for Wren Close play area. Clerk to liaise with Dr Amanda Gummer on specific items to be included in the design and consult with pupils at Kimpton Primary School and residents. Unanimously agreed.

16/113 Recreation Ground

- a) To consider the draft agreement between Kimpton Parish Council and Kimpton Rugby Club
Resolved, proposed Cllr Hardstaff, seconded Cllr O'Brien to approve the agreement as attached. Unanimously agreed.
- b) To consider matters outstanding relating to the Recreation Ground pavilion
The Clerk reported that a list of maintenance jobs has been created and liaison is taking place with Kimpton Bench Working Party, Kimpton Football Club, Kimpton Rugby Club and local tradesman to complete the tasks.
- c) To consider the suggestion of a picnic area
Kimpton May Festival would benefit from the introduction of additional benches to the side of the play area. After discussion the parish council approved the installation of an additional two benches, preferably from recycled plastic to minimise future maintenance. Cllr Hardstaff will send a reply to this effect to Kimpton May Festival Committee.

16/114 To consider Kimpton digital communications and agree actions

A simple outline design by a local resident for the new Kimpton website was reviewed although no firm decision could be made as no content had been uploaded. The Parish Council is supportive of the initiative and suggested that a further meeting be organised to take it forward. Clerk to action.

16/115 To agree actions to take forward the Kimpton Cycle Path proposal

The Council continues to be supportive of the proposal for a cycle path between Kimpton and the new secondary school to be built in Harpenden. Clerk, in conjunction with Amanda Gummer, to organise a meeting with all interested parties in the autumn.

16/116 Finance

- a) To approve payments made in accordance with the budget
Resolved, proposed Cllr Hardstaff, seconded Cllr Marsh to approve payments see attached. Unanimously agreed.
- b) To receive bank statements, bank reconciliation and budget report
These were received by the Council and found to be satisfactory.
- c) To approve Kimpton Parish Council Audit Plan
Resolved, proposed Cllr Corbett, seconded Cllr Hardstaff to approve the Audit Plan, see attached. Unanimously agreed.
- d) To consider quotes, donations and agree funding
 - i. Welcome signs for Kimpton
The Parish Clerk was instructed to contact Herts Highways and report the missing sign at Kimpton Bottom and request a replacement. A village sign for Claggy Road was thought desirable.
 - ii. Tree works at Peters Green - defer

16/117 To approve Kimpton Emergency Plan

Resolved, proposed Cllr Hardstaff, seconded Cllr O'Brien to approve Kimpton Emergency Plan, see attached. Unanimously agreed.

16/118 To receive the Clerk's report (for information only)

Kimpton May Festival would like to invest in a container for the storage of tables and chairs etc that could be used by other groups and organisations in the village during the year.

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St Albans Charity Cycle Ride will take place on 14 May 2017.

16/119 To suggest agenda items for the next Kimpton Parish Council meeting to be held on Wednesday 20th July

- To consider the location of a storage container for items associated with Kimpton May Festival and other fund raising events

The meeting closed at 9.40 pm.

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