

**Minutes of Kimpton Parish Council Meeting  
held on 23rd October 2019  
Kimpton Memorial Hall at 7.30 pm**

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

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

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- 19/103 Apologies**  
To receive and accept apologies for absence  
Cllr S O'Brien due to illness, Cllr C Procter due a prior engagement, District Cllr J Bishop and Mr B Malcolm.
- 19/104 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.
- 19/105 Minutes**  
To confirm the Minutes of Kimpton Parish Annual Council Meeting held on Wednesday 25<sup>th</sup> September 2019 as an accurate record of proceedings  
**Resolved**, proposed Cllr Hawke, 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
- 19/106 Public Issues**  
Members of the public and councillors can raise matters of concern  
None.  
*Cllr I Corbett arrived 7.37pm*
- 19/107 Planning**  
a) To consider planning applications below:  
**19/02361/FPH High Oaks, Kimpton Bottom**  
Creation of vehicular access including entrance gates and wall.  
Kimpton Parish Council considered this application at the council meeting held on Wednesday 23rd October. The council raised concerns relating to:  
1. Highways  
2. Green Belt  
The council supports full compliance with highway regulations including appropriate visibility splays. The site is within Green Belt and this application does not offer very special circumstances or exceptions to counter the policy of safeguarding the countryside from development. The land should remain

open with the council considering that this application will be harmful to the Green Belt.

**19/02390/FPH 10 The Wick**

Erection of porch canopy to front elevation following demolition of existing front porch, external material change.

No comment.

**19/02421/DOC Russels Farm, Ansell End**

Discharge of planning conditions attached to Planning Application 19/00128/LBC granted 01.08.2019

**Condition 2 (re-use of tiles)**

**19/02430/DOC Condition 3 (survey timber frame)**

**19/02431/DOC Condition 4 (position of windows)**

**19/02432/DOC Condition 5 (finish to doors and windows)**

**19/02433/DOC Condition 6 (weatherboarding)**

**19/02434/DOC Condition 7 (insulation)**

**19/02437/DOC Condition 10 (rainwater goods)**

No comment to all the above.

- b) To consider planning applications received during the period 18<sup>th</sup> October and 23<sup>rd</sup> October 2019

**19/02525/FPH 8 Beech Way, Blackmore End**

Single storey rear extension, render existing external brickwork and recover existing roof following demolition of existing rear conservatory.

As this application was received on the day of the meeting it will be considered by the Planning Working Party with comment forwarded to the Clerk, delegated to submit a response on behalf of KPC.

**19/108**

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

- a) Financial Control Working Party – Cllr N Burns

- i) To review the effectiveness of the internal audit
- ii) To review council financial systems and internal control
- iii) To review audit plan
- iv) To approve terms of reference for internal auditor
- v) To review financial and management risk assessment

**Resolved**, proposed Cllr Firth, seconded Cllr Marsh to approve the above documents. Unanimously agreed.

- b) Kimpton Bench Working Party – Mr B Finch

The Council expressed its appreciation for the extensive number of tasks completed by members. Around 20 pallet trees were made for the Christmas Market ready for despatch following the launch on Facebook of the Christmas Tree competition.

The Clerk will make an application for Locality Grant from County Cllr R Thake for a new sawblade at £50 and an angle grinder at £100.

- c) Christmas Market Working Party – Cllr D Reavell

**Resolved**, proposed Cllr Corbett, seconded Cllr Reavell to hire 40 tables for the event. Unanimously agreed.

- d) Public Spaces and Playground Working Party – Cllr C Procter

Report was noted.

- e) Rights of Way Working Party – Mr B Malcolm

The notes of the meeting will be included within the detailed agenda and briefing note, attached.

- f) Peters Green Village Hall – Cllr A Firth

Report was noted. The AGM is scheduled for Wednesday 20<sup>th</sup> November when Donatella Pirola will resign as Chairman and Secretary of the Trust. The Committee will need to agree a strategy for taking the management of the property forward if insufficient members of the community wish to continue acting as trustees.

g) Highways and Parking Working Party – Cllr A Firth  
A 24/7 speed and volume study for the High Street is being funded by County Cllr R Thake as part of the feasibility study for highway options. The highways project will consider what the community wants, consultation with the highway and parking enforcement agencies (Hertfordshire County Council and North Herts District Council) and review all safety issues with HCC. The community will be consulted in detail once the agencies are satisfied that the options are viable. The working party to progress the feasibility checks to be able to move to the consultation stage as soon as reasonably possible.

**19/109 Reports to the Council**

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

Cllr D Reavell – report from the Kimpton Primary School Governing Board, attached.

County Cllr R Thake made a contribution to the discussion on the activities of the school and supported the introduction of a pupil Parliament.

a) To consider representation on Kimpton Primary School Governing Board

b) To consider representation on Kimpton Pre-School Governing Board

Councillors were asked to consider putting their name forward next year to replace Cllr Reavell as a School Governor. More information about the role can be obtained from him. The Council confirmed that having strong links with the school and pre-school management teams was important.

**19/110 Budget 2020/21**

To review income and expenditure items and receive ideas for new services/facilities.

New ideas were listed and will be debated at the meeting being held on Wednesday 27<sup>th</sup> November.

**Resolved**, to fund up to £200 for the hire of the Dacre Rooms for the Tea, Toys and Tots sessions in the Autumn Term including an application for a Locality Grant of £100 from County Cllr R Thake. Unanimously agreed.

*Cllr L Hawke left the meeting 9.02pm.*

**19/111 Finance**

a) To verify payments made in accordance with agreed council activities and budget

b) To note receipt of income, attached

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

**Resolved**, proposed Cllr Firth, seconded Cllr Corbett to approve the above financial documents. Unanimously agreed.

d) To consider price quotations, charges and grant requests

i) Variation of the grant approval for Kimpton Pre-School

**Resolved**, proposed Cllr Burns, seconded Cllr Corbett to approve a grant of £674 plus VAT for the provision of beer stands, cooling equipment and ancillaries used in the Kimpton Beer and Cider Festival that raised funds for Kimpton Pre-School. Unanimously agreed.

- ii) Skip for allotments  
**Resolved**, proposed Cllr Marsh, seconded Cllr Firth to approve the hire of a skip at a date to maximise the volume. Unanimously agreed.
- iii) Digger at allotments  
**Resolved**, proposed Cllr Firth, seconded Cllr Burns to approve expenditure of £80. Unanimously agreed.
- iv) Hedge trimming at Wren Close play area  
This item was deferred until the November council meeting.
- v) Website accessibility regulations  
**Resolved**, proposed Cllr Corbett, seconded Cllr Reavell to approve £200 expenditure. Unanimously agreed.
- vi) Revised Kimpton Parish Council website  
**Resolved**, proposed Cllr Firth, seconded Cllr Reavell to approve £750 for an upgrade to the website. Unanimously agreed. The Clerk to liaise with Cllr Corbett and Cllr Firth on the new layout, design and functionality.
- vii) Electrical testing of mistletoe lights at The Green  
**Resolved** that the electrical infrastructure and connected festive lights will be tested every 3 years.

19/112

**Clerk's Report**

Items for information only

The Parish Clerk recently met with the owner of The White Horse PH to discuss the revised proposals for the public house and its opening. The owner is currently unable to state any concrete progress to the re-opening of the facility since his completion of purchase over 2 years ago. The date of removal from the NHDC listing as an asset of community value is 19/08/20. KPC will need to consider its position in regard to this listing.

19/113

**Next Meeting**

To suggest agenda items for the next Meeting of the Parish Council on Wednesday 27<sup>th</sup> November 2019

- Budget 2020/21
- Precept 2020/21

The White Horse PH to be an agenda item for Wednesday 22<sup>nd</sup> January 2020.

Meeting closed at 9.35pm.

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

**Dates of Working Parties**

Christmas Market Working Party	Monday 18 <sup>th</sup> November	19.45
Public Spaces and Playground Working Party	Monday 13 <sup>th</sup> January 2020	09.30