

**Minutes of Kimpton Parish Council Meeting  
held on 25<sup>th</sup> September 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 S O'Brien, Cllr C Procter, Cllr D Reavell

**In attendance:** Mrs C Helmn, Parish Clerk, and 2 members of the public.

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**19/090 Apologies**

To receive and accept apologies for absence  
District Cllr J Bishop, County Cllr R Thake and Mr B Malcolm.

**19/091 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.

**19/092 Minutes**

- a) To confirm the Minutes of Kimpton Council Meeting held on Wednesday 17<sup>th</sup> July 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.

*Cllr C Procter arrived 7.34pm*

*Cllr I Corbett arrived 7.35pm*

**19/093 Public Issues**

Members of the public and councillors can raise matters of concern  
Kim Hills, Chairman Royal British Legion (Kimpton Branch) explained the proposals for the celebration and commemoration event for VE Day on Friday 8<sup>th</sup> May, see agenda item 19/097.

**19/094 Planning**

- a) To consider planning applications below:

**19/02061/FP 3 Commons Lane**

Erection of one 4-bed detached dwelling including creation of vehicular access.

The council supports the comments made by Mr and Mrs J Croft.

The Commons Lane site is located within an area that is, predominately, social housing and was land previously owned by NHDC. The parish council strongly prefers that the land remains available for social housing rather than for the private market. Should the application be approved then the parish council request that the local social housing be supported through s106 agreement or

other unilateral agreement/mechanism. Profits from this private development should be funnelled, by the applicant, to support the social housing needs of Kimpton.

The proposal for a 4-bedroom private dwelling does not comply with the recommendations of the Kimpton Housing Needs Survey completed in 2019. The proposed development is an over development of the site resulting in the height of new dwelling higher than the neighbours thereby affecting the street scene and the neighbours. The increased bulk of the building is inappropriate for the area.

The onsite parking provision is not compliant with planning policy and so would result in increased road parking to the detriment of the area.

Several of these attributes could be mitigated if the proposed development was a modest 3 bedroom dwelling instead of large 4-bedroom house.

**19/02048/FPH 72 Kimpton Road**

Two storey front extension and front infill porch extension. Part single storey, part two storey and part first floor rear extension.

Addition of front roof light and rear dormer window and insertion of two first floor windows to existing North elevation and one first floor window to existing South elevation and ancillary works.

No comments

- b) To review planning applications received during August

**19/01714/FPH Ebony Barn, Kimpton Bottom**

Retention of existing detached workshop/store outbuilding and greenhouse. Erection of detached garage/carport with office space at first floor level and open porch to main dwelling

The application seeks to overturn requirements of the prior planning application. We would not wish to see any change to the current consented planning application requirements, particularly regarding construction upon the "Green Belt".

In regard to any consent that NHDC are minded to grant, we would wish to see a specific restriction placed upon the facilities for not being permissible, now or in the future, for residential use.

**19/01871/FP 28 Blackmore End, Blackmore End**

Erection of detached double carport

No comment.

**19/01956/FPH 5 Parkfield Crescent**

Front porch extension

No comment.

- c) To consider planning applications received during the period 19<sup>th</sup> September and 25<sup>th</sup> September 2019

None.

**19/095**

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

To receive reports and consider matters requiring council approval and action

- a) Staffing Committee – Cllr D Reavell, draft mins attached.
- b) Kimpton Bench Working Party – Mr B Finch, report attached. The Chairman thanked Bob Finch for his comprehensive report and the 50 actions completed across several community organisations. There are 25 active members of the working party invited to the Christmas Lunch being held on

- 16<sup>th</sup> October at The Boot PH with a 'Hertfordshire Hedgerow' theme. This lunch is funded through third party donations.
- c) Christmas Market Working Party – Cllr D Reavell
- i) To consider and agree budget  
**Resolved**, proposed Cllr Corbett, seconded Cllr O'Brien that the budget be confirmed except for the reindeer. Unanimously agreed.  
Any surplus money raised from the event will be given to Kimpton Primary School PTA and Preschool. Councillors volunteered for tasks on the day. A new visitor attraction will be considered by the working party.
- d) Sports Clubs Working Party – Cllr I Corbett, draft notes attached.
- i) Trees growing around floodlights require trimming back – Kimpton Bench Working Party has offered to do this work in conjunction with the Clerk who will liaise with the High Street residents.
- ii) Roller shutter at the end of the pavilion is damaged and needs repair – a contractor will be asked to give advice and quote.
- iii) Staining of pavilion – Clerk to obtain a quote. Alternatively, Kimpton Rugby Football Club is seeking volunteers for this work.
- iv) Metal pedestrian gate need repair with welding to the hinges – emergency repair is being completed by local contractor.
- v) To consider installing a community table tennis table in the pavilion. This suggestion was supported by the council so further investigations on security, lighting and equipment will be completed.
- e) Allotment Working Party – Cllr L Hawke
- i) To consider and agree £100 deposit for new tenants  
**Resolved**, proposed Cllr Marsh, seconded Cllr O'Brien to approve a deposit of £100 to be paid by new allotment tenants. The Clerk to have discretion in its implementation in hardship cases. Unanimously agreed.
- ii) Allotment Tenancy Agreement revision - attached  
**Resolved**, proposed Cllr O'Brien, seconded Cllr Corbett to approve the revised allotment tenancy agreement. Unanimously received.
- iii) To consider the purchase of a KPC strimmer  
**Resolved**, proposed Cllr O'Brien, seconded Cllr Firth to approve expenditure up to £250 for an electric strimmer and battery charger and £40 donation to a volunteer allotment tenant who will keep the paths and vacant plots strimmed and tidy. Unanimously agreed.  
KBWP to increase the number of days that they will light the bonfire, subject to appropriate weather conditions, in order to reduce the size of the bonfire. No bonfires will be lit during the harvest period.  
Two notice boards on the allotment site to be repaired by KBWP.
- Cllr D Reavell left the meeting 9.04pm*
- f) Rural Crime Meeting – Cllr N Burns  
Bim Afolami MP and David Lloyd, Hertfordshire Police and Crime Commissioner held an open public meeting on Tuesday 17<sup>th</sup> September in Kimpton on Rural Crime. The meeting was held at short notice with limited advertising resulting in low attendance from members of the public. An informal discussion took place with the local Neighbourhood Policing team pledged to improve communications with the parish councils. Residents were encouraged to report all crimes including fly tipping to enable accurate statistics to be compiled leading to police action being initiated. The main crimes in rural areas are thefts from outbuildings, farm buildings, garages, cars and dwellings, domestic abuse and speeding. 200 extra police officers are being recruited for the county.

- g) Highways and Parking Working Party – Cllr A Firth, notes attached.  
The council discussed the various options contained in the notes with support for progressing 20mph in the east and centre of the village and requesting feasibility studies in the options. Public consultation will be conducted in the Autumn and included in the Parish Magazine, Winter edition. Some residents have requested the introduction of yellow lines at junctions off the High Street.  
More driveways to housing on the High Street could ease on road parking.

**19/096 Reports to the Council**

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

Cllr Reavell reported that the school received a high-profile visit where the school pupil premium was reviewed. Cllr Reavell has indicated that he wishes to relinquish his role as a representative of the parish council on the Governing Board at the end of the year.

**19/097 VE Day Celebrations on Friday 8<sup>th</sup> May 2020**

To consider VE day celebrations in Kimpton being organised by The Royal British Legion (Kimpton Branch) at Parkfield Sports Ground and grant request  
A small group of residents and representatives of the British Legion are organising a celebration and commemoration event starting at 1 pm at the War Memorial with a service officiated by the Vicar followed by an afternoon tea party at Parkfield Sports Ground. The Tennis Club and Cricket Club have given permission for their pavilions to be used for welfare facilities. The event will be based on the 'Kimpton Bake-Off' with plenty of classes being offered, for example eggless cakes. A brass band has been booked plus a singer Fiona Harrison to lead the nostalgic singalong. Teddy bears will be parachuted from the Church Tower and games for the children organised. Kimpton History Group will display artefacts from the 1940's and attendees may be encouraged to wear period costume. It will be a free event with plenty of teas, coffees and baked items. Local residents will be invited to contribute their memories of WW2 and VE celebration which will be read out by themselves or by pupils from Kimpton Primary School. The team would like to hand out take home gifts to the children as a piece of memorabilia. Donations of £480 have been confirmed.

**Resolved**, proposed Cllr Corbett, seconded Cllr Hawke to approve a grant of £600 to cover the entertainment costs of the event. Unanimously agreed.

**19/098 Annual Community Events held on Parish Council land**

To consider granting permission for the following events:

Kimpton May Festival	2 & 3 <sup>rd</sup> May	The Green & Recreation Ground
Kimpton Village Concert	28 <sup>th</sup> June	The Green
Kimpton Folk Festival	4 <sup>th</sup> July	The Green
Kimpton Christmas Market	12 <sup>th</sup> Dec	The Green

**Resolved**, proposed Cllr Marsh, seconded Cllr Firth to grant permission for the above community events to be held on council land subject to satisfactory risk assessments and public liability insurance. Unanimously agreed.

**19/099 Finance**

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

**Resolved**, proposed Cllr Hawke, seconded Cllr Marsh to approve payments. Unanimously agreed.

- b) To note receipt of income, attached  
**Resolved**, proposed Cllr Hawke, seconded Cllr Marsh to note receipts. Unanimously agreed.
- c) To receive bank statements, bank reconciliation and budget report  
**Resolved**, proposed Cllr O'Brien, seconded Cllr Hawke to note bank statements, bank reconciliation and budget report. Unanimously agreed.
- d) To consider price quotations, charges and grant requests
  - i) Kimpton Pre-School grant application  
**Resolved**, proposed Cllr O'Brien, seconded Cllr Firth to approve a grant of £500. Unanimously agreed.
  - ii) Mum and baby yoga classes grant application  
**Resolved**, proposed Cllr Marsh, seconded Cllr Burns to approve the payment of the Dacre Room hire for weekly sessions from September to December 2019.
- e) To receive External Auditor Report and Certificate, Section 3 of Annual Governance & Accountability for the year ended 31 March 2019  
The Council noted that the external auditor made no comment within their report and issued the certificate.
- f) To review and approve revised KPC Financial Regulations  
**Resolved**, proposed Cllr O'Brien, seconded Cllr Firth to approve updated Financial Regulations, attached. Unanimously agreed.

**19/100 Wren Close play area**  
To consider the opening of negotiations with NHDC for the purchase of land at Wren Close play area  
A brief account was given on the history of the site and then the council agreed to open negotiations. All matters to be bought back to the council for consideration; Clerk to action.

**19/101 Clerk's Report**  
Items for information only

- Thank you letter from Kimpton Parish Magazine for grant of £220
- Report on training courses attended attached.

**19/102 Next Meeting**  
To suggest agenda items for the next Meeting of the Parish Council on Wednesday 23<sup>rd</sup> October 2019

- Budget 2020/21
- Precept 2020/21

Meeting closed at 9.55pm.

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

**Dates of Working Parties**

Public Spaces and Playground Working Party	Monday 7 <sup>th</sup> October	09.30
Rights of Way	Tuesday 22 <sup>nd</sup> October	18.00