

**Minutes of Kimpton Parish Council Meeting
held on Wednesday 27th April 2016
Kimpton Memorial Hall at 7.30 pm**

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

In attendance: Mrs C Helmn, Parish Clerk, County Cllr R Thake and District Cllr J Bishop.

16/067 To receive and accept apologies for absence

Cllr L Hawke due to a prior engagement and Cllr J Marsh due to a family commitment.

16/068 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

16/069 To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 23rd March 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.

16/070 To consider planning applications listed below

16/00836/1HH 70 Kimpton Road, Blackmore End

Two storey front extension; part two storey and part single storey side/rear extension; detached double garage all following demolition of existing front porch and existing attached garage

No comment.

16/071 To consider planning applications received between 20th April and 27th April 2016
None.

16/072 To receive reports on actions agreed at the last Council meeting
To be reported under specific agenda items.

16/073 Chairman's Announcements (for information only)

The Chairman gave an update on the release of private, affordable rent, social rent and shared ownership housing at the Lloyd Way development. Priority will be given to families with a close connection to the parish. This information has been circulated to residents and local interest has come forward.

16/074 To receive reports from representatives on outside bodies, working parties, local authorities and agencies

Cllr Pirola has been working with County Cllr R Thake to obtain a speed indicator device for Peters Green that has a smiley face and the actual speed of the vehicle. Some devices have internal software that keeps a record of vehicle speeds.

The Council noted the reduction in 44/45 bus service from Peters Green that on Saturdays now travels to Stevenage instead of Luton.

Cllr Pirola expressed her disappointment with the way that the work was carried out on the felling of the ash tree at Peters Green on Good Friday. The Clerk will contact the contractor with the following issues: the site was left untidy, the tree stumps are too high, two saplings were also felled and the logs were taken by a non-resident.

Cllr Reavell advised the meeting that the new Headteacher was attending Kimpton Primary School three days a week with full working week from September. Two teachers have been recruited to cover maternity leave of the Deputy Headteacher and Year 6 teacher. A pupil at St.Albans Girls School has been offered back her paid place on the school bus operated by Hertfordshire County Council after it was recently taken away from her. The Parish Council had been supporting the Kimpton family with their appeal.

Cllr O'Brien reported acts of anti-social behaviour that had been described to her by residents living in Wren's Close. Councillors asked if the North Herts Homes Housing Officer would be able to attend the next Parish Council meeting so that they can discuss the options available so that all residents can peacefully enjoy their lives. Clerk to action.

16/075 To receive petitions, comments and questions from the public
None.

16/076 Claggy Road/Commons Lane junction

a) To review the parking around the area and consider a proposal for an additional car park

The Council has received reports of several accident near misses around this junction. The main problem are the vehicles parked close to the junction which disrupt the sight lines and therefore make it difficult for drivers to see other travelling vehicles. The police and DVLA have conducted site visits and some vehicles have been removed. However the situation continues to be difficult, particularly during the day as numerous vehicles from the business units are parked in the locality. The area does not contain sufficient off road parking for residents, employee cars and visitors to the business units.

Councillors considered the merits of a small community car park to provide space for local parking. Before conducting a feasibility study, the Clerk will contact land agents Savills with the outline proposal for an initial response from the landowner, Oxford University Trust.

The Parish Council would like a meeting with the landowners of the business centres along Claggy Road to discuss the problem of on street parking and to seek any solutions to improve the situation for the benefit of businesses and residents. Clerk to arrange.

b) To review the damaged grass verge of Claggy Road/Commons Lane junction
Residents have testified that the damage to the verge is from large vehicles turning around after deliveries are made to the industrial units. The cars parked close to the junction reduce the road space available for vehicles coming out of Unit 5 Coleman Business Centre and so they mount the verge. Councillors have spoken to business owners asking that they see out vehicles onto the road to assist the drivers.

Residents have reported the damage online to Herts fault reporting and are waiting for confirmation of a works order. The posts need to be reinstalled and grass reinstated. Clerk to email County Cllr R Thake for an update.

- c) To consider other environmental issues
Residents are unhappy about the untidy state of the business area and in particular the collection of large number of rubbish bags. This matter will be discussed with the landowners.

16/077 To review the repair of the boundary fence at the Jubilee Garden

The resident of 42 Parkfield Crescent has installed a new boundary fence between their garden and the Jubilee Garden which includes a pedestrian gate. This gate leads onto the north flower bed. The Council confirm that a right of way does not exist onto the Jubilee Garden. The Clerk will write to the house owners stating that there is no right of way and that the agreed planting scheme will see further flowers and shrubs planted. The Clerk will liaise with the community volunteers who look after the garden.

16/078 To approve the Scheme of Delegation to Committees and Parish Clerk

Resolved proposed Cllr Corbett, seconded Cllr Hardstaff to approve the Scheme of Delegation, see Appendix A. Unanimously agreed.

16/079 Finance

- a) To approve payments made in accordance with the budget
Resolved, proposed Cllr Hardstaff, seconded Cllr Reavell to approve the payments as listed in Appendix B attached. Unanimously agreed.
- b) To receive bank statements, bank reconciliation and budget report
These were received by the Council and found to be satisfactory, Appendix C attached. Unanimously agreed.
- c) To approve annual accounts for the year end 31 March 2016
Resolved, proposed Cllr Hardstaff, seconded Cllr O'Brien to approve the annual accounts for the year end 31 March 2016 subject to internal audit approval. Unanimously agreed.
- d) To approve section 1 of the Annual Return, Annual Governance Statement
Resolved, proposed Cllr Hardstaff, seconded Cllr Reavell to approve Section 1 of the Annual Return, Annual Governance Statement. Unanimously agreed.
- e) To approve section 2 of the Annual Return, Accounting Statement
Resolved, proposed Cllr Hardstaff, seconded Cllr Reavell to approve Section 2 of the Annual Return, Accounting Statement, subject to internal auditor approval. Unanimously agreed.
- f) To consider quotes, donations and agree funding
- i. Wooden entrance gate for Parkfield Sports Ground plus additional post and fixings
Resolved, proposed Cllr Hardstaff, seconded Cllr O'Brien to approve expenditure of up to £750.00. Unanimously agreed.
 - ii. Tree works advised in the tree survey completed in March 2016. The Clerk will obtain 3 quotes for the works and place on the agenda for the next parish council meeting.

16/080 To receive the Clerk's report (for information only)

The Parish Council recorded their thanks to a resident who has paid for all hedging, trees and park railings at Parkfield.

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An open meeting for residents and village groups will be organised for Monday 16th May at 7pm to discuss Kimpton websites and communications.

16/081 To suggest agenda items for the Annual Meeting of the Parish Council on Wednesday 18th May

- North Herts Homes Housing Officer for Kimpton to attend meeting

16/082 To suggest agenda items for the Annual Parish Meeting (for the electorate) to be held on Wednesday 18th May

No additional items were requested.

The meeting closed at 10.05 pm.

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