

**Minutes of Kimpton Parish Council Meeting  
held on Wednesday 27<sup>th</sup> January 2016  
Kimpton Memorial Hall at 7.30 pm**

**Present:** Cllr D Hardstaff (Chairman), Cllr L Hawke, Cllr J Marsh, Cllr J Palmer

**In attendance:** Mrs C Helmn, Parish Clerk, District Cllr J Bishop, County Cllr R Thake, Mr D Jerrard, Ringway and 6 members of the public

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**16/001** To receive and accept apologies for absence

Cllr D Reavell and Cllr S O'Brien due to a prior commitment, Cllr D Pirola and Cllr I Corbett due to illness.

**16/002** 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.

**16/003** To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 25<sup>th</sup> November 2015

**Resolved** that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

**16/004** To receive reports on actions agreed at the last Council meeting

The Parish Clerk was thanked for organising the Christmas tree representing Kimpton Parish Council at the Tree Festival in the Parish Church held over Christmas and the New Year.

**16/005** Chairman's Announcements (for information only)

A robust response was made to the consultation by St George's School, Harpenden which is proposing a to change their admissions policy by removing a places allocation set aside for children from villages.

**16/006** To receive reports from representatives on outside bodies, working parties, local authorities and agencies

County Cllr R Thake advised the meeting that negotiations with the landowner for the land sale for the fourth secondary school at Batford, Harpenden have been satisfactorily concluded. Hertfordshire County Council will be raising their tax rate for 2016/17 with internal discussions taking place on the continuation of member locality budgets.

District Cllr J Bishop commented that there are savage cuts of about 25% to Government funding for North Herts District Council and so all budgets are being scrutinised with the use of reserves being anticipated.

Peters Green - residents have requested that the Parish Council seek a change in the post code, currently LU2, to a Hertfordshire code to reflect its location within the county and not Bedfordshire. The Clerk is making enquiries with the Post Office.

Rights of Way Working Party - Mr B Malcolm and the Clerk are meeting a contractor to obtain a quote for the earth works required for the new permissive path on the north side of Kimpton Road that will link Kimpton to Peters Green. This work is being undertaken through the Parish Paths Partnership scheme and associated funding. The Permissive Path Agreement has been signed by Countryside Management Service, Kimpton Parish Council and The Chancellor, Masters and Scholars of the University of Oxford on 21<sup>st</sup> May 2015.

Police – There was 1 burglary in the parish during December 2015 and between 18<sup>th</sup> December and 1<sup>st</sup> January 400 litres of domestic heating oil was stolen from a property in Peters Green.

Kimpton Bench Working Party is creating a website to catalogue community projects undertaken and publicise jobs to be completed.

**16/007** To receive petitions, comments and questions from the public  
None.

**16/008** To consider an action plan for highway matters – Derek Jerrard, Ringway  
Mr Jerrard asked the parish council to forward low priority highway maintenance faults that could be incorporated into a parish action plan. These items will be reviewed when highways works are being scheduled in the parish to see if they can be completed at the same time.  
The parish council highlighted blocked Hitchin Road gullies as a matter of urgency.

**16/009** To consider planning applications listed below

**15/03027/1HH                      22 Parkfield Crescent**  
Two storey side extension and part first floor front extension  
No comment.

**15/02743/1HH                      24 Beech Way**  
Retention of gazebo in rear garden  
No comment.

**15/02963/1                              Land between 134 and 148 High Street**  
Temporary car park for 30 vehicles  
No comment.

**15/03119/1HH                      16 Beech Way, Blackmore End**  
Orangery to side elevation  
No comment.

**15/03166/1HH                      112 High Street**  
Single storey rear infill extension  
No comment.

**15/03153/1HH                      25 Hampden**  
Single storey rear extension  
No comment.

**15/03176/1                              24 Blackmore Way, Blackmore End**  
Replacement 5 bedroom dwelling  
No comment.

**15/03183/1                      72a High Street**

4 bedroom detached house together with detached garage following demolition of existing bungalow and outbuildings

Councillors requested that a planning condition be imposed to replace the front flint/brick wall and repair the rear flint/brick wall. Clerk to action.

**16/010** To consider any planning applications received between 21<sup>st</sup> January and 27<sup>th</sup> January 2016  
None.

**16/011** To consider review of the asset of community value for The White Horse PH NHDC review initiated by the owner, Haut Ltd, concluded in December that the White Horse PH should remain on the register as an asset of community value. See attached report, Appendix A.

The White Horse PH was put on the market for sale in January and the 'Save the White Horse' campaign steering group has obtained sufficient financial commitment for the initial acquisition of the pub. A formal offer has been made.

The 'Save the White Horse' steering group organised a photo-shoot on Tuesday 19<sup>th</sup> January to accompany a press release sent to The Herts Mercury, The Comet, Welwyn/Hatfield Times and Herts Advertiser to raise the profile of the campaign.

**16/012** To receive a report on the proposed Kimpton Folk Festival  
Plans are well advanced for the event on Saturday 9<sup>th</sup> July with the main acts playing at Kimpton Memorial Hall, entrance by tickets, with a free more community style event organised for The Green. The Dacre Rooms will be used for teach in workshops and maybe some events will take place in the Parish Church.  
**Resolved** to approve the use of The Green for free live music events on Saturday 9<sup>th</sup> July 2016 subject to the organisers obtaining an entertainment and alcohol licence, receipt of a satisfactory risk assessment, provision of portable toilets at the Recreation Ground and confirmation of at least £5 million public liability insurance. Unanimously agreed.

**16/013** To review the condition of the Recreation Ground pavilion and agree actions  
Kimpton Rovers Football Club will be requested to clean up the pavilion for Kimpton May Festival 2016 as part of their lease agreement. The Clerk to obtain quotes for a commercial clean in May. Cllr I Corbett and the Parish Clerk to hold exploratory discussions with Wheathampstead Wanderers on the use of the Recreation Ground pavilion and pitch

**16/014** To receive an update from the recreational facilities working party on quotes for an all-weather surface and MUGA court and agree details of community consultation process  
This item was deferred until the next Council meeting.

**16/015** To review the responses to the Kimpton Neighbourhood Plan questionnaires  
The Chairman gave a brief summary of the results of the survey, see Appendix B.

**16/016** To review the Annual Inspection reports for Recreation Ground and Wren's Close play area and agree expenditure  
**Resolved** proposed Cllr Hardstaff, seconded Cllr Marsh to approve expenditure as detailed in Appendix C. Unanimously agreed.

**16/017** To discuss the volume and size of vehicles using the High Street  
Cllr Hawke reported on an incident of a large articulated lorry travelling east along the High Street that was caught up in congestion. The driver had to reverse and collided into the roof of Fringeline causing severe damage and then further damage to other property. The incident was reported to the police but they were unable to trace the

vehicle through the contact information on the side of the lorry. Councillors discussed the increasing problem of oversized vehicles using the village, often as a short cut from the M1 or A1.

The Clerk will write to County Cllr R Thake to enquire about the geographical extent and implementation of the local lorry ban.

**16/018** To discuss an update to the Kimpton Business Directory

The Chairman suggested that a revision of the directory was due and that the information should be available online in addition to hard copy.

Mr B Finch and the Parish Clerk will update the information within the directory, Cllr D Hardstaff will research costs for an online facility and the Clerk will obtain a quote for printing hard copies at different quantities. Unanimously agreed.

**16/019** To receive bank statements and budget report

These were received by the Council and found to be satisfactory.

**16/020** To consider quotes, donations and agree funding

a) Grass cutting contract 2016

**Resolved**, proposed by Cllr Marsh, seconded by Cllr Hardstaff that the quote dated 7<sup>th</sup> January 2016 from Mr R Dawes of £7,905.29 be accepted. Invoicing will be made at the end of the season according to the number of cuts actually made. Unanimously agreed.

b) Skip for removal of rubbish at allotment site

**Resolved**, proposed Cllr Hardstaff, seconded Cllr Hawke to approve the hire of a 6cunt skip at a cost of £195.00 plus VAT. Unanimously agreed.

c) Boiler for the Dacre Rooms

**Resolved**, proposed Cllr Palmer, seconded Cllr Hawke to approve the donation of a boiler at £1,987.50 plus VAT for the Dacre Rooms. Cllr Marsh did not vote. Unanimously agreed.

d) SLCC annual membership

**Resolved**, proposed Cllr Hardstaff, seconded Cllr Hawke to approve the payment of renewal membership of SLCC for the Parish Clerk at a cost of £167.00. Unanimously agreed.

e) Electricity contract

**Resolved**, proposed Cllr Hardstaff, seconded by Cllr Marsh to change electricity provider to EDF which is offering more competitive rates. Parish Clerk is authorised to sign a one year fixed term contract to commence on 6<sup>th</sup> March 2016. Unanimously agreed.

**16/021** Allotments

a) To consider the introduction of a deposit for allotment holders

**Resolved** to delegate to the Clerk, in conjunction with Cllr Hawke and Cllr Hardstaff the authority to grant written permission for allotment tenants to erect a shed, greenhouse or other building or structure on the Allotment Garden on the payment of £100 deposit refundable on termination of the tenancy subject to the plot being left in a clean and tidy condition. Unanimously agreed.

b) To review and approve the allotment tenancy agreement

**Resolved** proposed Cllr Palmer, seconded Cllr Hardstaff to adopt a revised allotment tenancy agreement, see Appendix D. Unanimously agreed. Clerk to send the new allotment tenancy agreement to all allotment holders.

**16/022** To consider the application from Kimpton May Festival to use the Recreation Ground and The Green over the first weekend in May 2016  
**Resolved** to grant approval, proposed Cllr Marsh, seconded Cllr Hawke. The Committee will obtain public liability insurance in the sum of £10 million and forward an event risk assessment for the Recreation Ground and The Green. Unanimously agreed.

**16/023** To consider risk assessments for Recreation Ground, The Green, Parkfield Sports Ground, Wren's Close Play Area and The Green, Peters Green  
**Resolved** to approve the risk assessments, proposed Cllr Hardstaff, seconded Cllr Palmer, see Appendices E, F, G, H and I. Unanimously agreed.

**16/024** To receive the Clerk's report (for information only)  
Croudace Ltd has organised for the site toilet facilities to be turned around in respond to a resident complaint so that the entrance is not facing the High Street.  
Bowls Club banners on Coopers Hill will not be authorised.  
Literature received on Hertfordshire Transport Facts 2015 based on 2014 data.

**16/025** To suggest agenda items for the next meeting of the Parish Council on 24<sup>th</sup> February 2016 in the Dacre Rooms

- To consider quote for tree survey
- To consider quote to repair pot holes in Parkfield Access road
- To receive an update from the recreational facilities working party on quotes for an all-weather surface and MUGA court and agree details of community consultation process

The meeting closed at 9.55 pm.

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