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**Minutes of Kimpton Parish Council Meeting
held on 22nd July 2020
via Video Conferencing at 7.33 pm**

Present: Cllr N Burns (Chairman), Cllr I Corbett, Cllr A Firth, Cllr S O'Brien, Cllr J Marsh, Cllr D Reavell

In attendance: Mrs C Helmn, Parish Clerk, District Cllr J Bishop, County Cllr R Thake and 3 members of the public

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- 20/087** **Apologies**
To receive and accept apologies for absence
Cllr C Procter and Cllr L Hawke due to family commitments.
- 20/088** **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.
- 20/089** **Minutes**
To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 24th June 2020 as an accurate record of proceedings
Resolved, proposed Cllr J Marsh, seconded Cllr S O'Brien that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.
- 20/090** **Public Issues**
Members of the public and councillors can raise matters of concern
None.
- 20/091** **Planning**
a) To consider the following planning applications
20/01359/FPH The Coach House, Hitchin Road
Erection of residential annexe/store following demolition of existing storage shed and garage
The council noted that letters of objection had been submitted to NHDC and several residents had contacted the parish council to object to the felling of a mature ash tree included in this planning application. The parish council agreed to object as follows:

1. Green Belt and Conservation Area
The site is located within both the Green Belt and within a Conservation Area. To allow approval the development would need to be of exceptional quality in

its content. We currently see no case has been made by the applicant to justify this.

2. Building Mass

The applicant states in the Design and Access/Heritage Statement 4 a. that the new development is “similar in size and scale to the existing”. This appears incorrect. From comparison the new development is of over twice the volume and 2 meters higher than the existing. The new development is of over 70m² in size, equivalent to a 2-bedroom bungalow. As such it is a significant new development within the Green Belt.

3. KPC and NHDC have adopted a “climate emergency” policy. Please confirm what the climate impact of the development is and what avoidance of external energy and water usage has been incorporated within the application? There is currently no quantifiable statement within the application. There is no indication of an approach to these matters. No mention is made of providing electric car charging points to either residents or visitors. No mention is made of the energy source for the property.

4. Ecological

The applicant proposes to remove a significant mature ash tree. The Parish Council has received a number of comments from residents strongly against the felling of this tree. The applicant should consider siting the development further to the North to avoid this need.

b) To consider planning applications received during the period 16th July and 22nd July 2020

20/01331/LDCP Enlargement to dwellings; additions to the roof of dwellings and provision of incidental buildings within the curtilage of dwellings

Land at 1 And 2 New Bungalows, Lawrence End Road, Peters Green, Hertfordshire

It was noted that this Lawful Development Certificate Proposal (LDCP) was published on NHDC website but that the parish council is not notified of these LDCP applications. The council discussed the size and number of units being proposed and their appropriateness for a location within the Green Belt. Cllr R Thake offered to take up these concerns with NHDC, Head of Planning Control and to establish that a planning application is not required for these extensive proposals.

c) Update upon any applications previously considered by KPC

20/01238/FPH 86 High Street, Kimpton

Single storey rear extension

Conditional permission

20/01037/FP The Grange, High Street

Erection of seven 3-bedroom dwellings with associated access, parking and landscaping

Withdrawn

20/01237/FPH 17 Blackmore Way, Blackmore End

Single storey extension to existing single storey detached pool house to facilitate ancillary accommodation for the main house. Erection of pergola and extension to front elevation of existing single storey detached games room. Conditional permission

20/092

Reports from Working Parties and Committees

a) Kimpton Bench Working Party – Mr B Finch, report noted and attached.

wire fence along the south boundary could stop access by badgers and deer. Wire panels have in the past been installed by the Bench Working Party along part of this boundary and this could be continued. The code for the padlock at Pam's Lane to be changed and a chain added to the padlock at the pedestrian gate at Hall Lane.

Action: Cllr L Hawke/Parish Clerk to obtain quotes for required fencing.

Resolved, proposed Cllr D Reavell, seconded Cllr S O'Brien to increase the square meter rate by a modest increase of 1.5%.
Vote: For 4, Against 2, therefore carried.

d) Sports Clubs – Cllr I Corbett

- i) To consider the use of the football pitch for a Kimpton group Kimpton FC have used the Recreation Ground for games since 2011 in the Hitchin Sunday Football League. Since 2016, the agreement for use of the pitch at the Recreation Ground is with Kimpton Rugby Football Club who administer all the terms of any agreement with a third party. The Rugby Club increased the annual rental due, which was declined by Kimpton FC, and has secured an agreement at the higher rental with Wheathampstead Wanderers, Youth Teams for use of the facilities on Sundays (timing flexible for either am or pm).

What can be done for the 2020/21 season? It is understood that the agreement with Wheathampstead Wanderers is fixed and therefore Kimpton FC will have to make alternative arrangements for the coming season.

Kimpton FC were invited to open up negotiations with Kimpton Rugby Football Club at an early opportunity to seek agreement to play at the Recreation Ground in future seasons. Assistance with the maintenance of the pavilion has been offered by Kimpton FC. The Parish Council will review the terms of the agreement with Kimpton Rugby Football Club.

Resolved, proposed Cllr I Corbett, seconded Cllr S O'Brien to approve a grant of £300 to Kimpton FC to mitigate the additional costs incurred in finding a new ground to play matches this season. Unanimously agreed.

e) Environment – Cllr I Corbett/ Cllr N Burns

Kimpton Environmental Group is hosting virtual discussion for residents to move Kimpton into a 'greener' village. More trees and wildflower areas are promoted for council land, private land and local countryside. Traffic should be slower through the village. The parish council has made some adjustments to the frequency of strimming of the Parkfield Sports Ground and Recreation Ground banks to encourage more wildflowers. The PCC is considering the grass cutting regime at the Churchyard.

Agenda item for the next council meeting: to receive a report on the positive contribution made by KPC to protecting and enhancing the local and global environment. Cllr I Corbett/Parish Clerk.

20/093

Reports to the Council

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

County Cllr R Thake offered a Locality Grant for the replacement football nets required for the mobile units at Recreation Ground. The drain at the junction of Church Lane and High Street is on a six-month jetting schedule. Kimpton

Primary School received a Locality Grant of £600 for a laptop to assist teaching staff with pupil catching up lessons. Hertfordshire County Council is the Primary Health Authority and has worked hard during the COVID19 crisis supporting the needs of the vulnerable and those shielding. There is a requirement to get back to normal but in a safe manner and within the constantly changing Government guidelines. Leader, Cllr David Williams has announced that a single unitary local government structure is being proposed for Hertfordshire. This size of authority will be attractive to high calibre officers but is not going to be universally popular as the number of elected councillors at principal level will be severely reduced. The proposal is following the emerging direction of central government with a White Paper on devolution due out in the Autumn. The local tier of government, parish and town councils, will continue to be vital in representing and serving the local community.

Cllr D Reavell reported that he had attended his last Kimpton Primary School Governing Board meeting after serving for 14 years. He was thanked for his extensive work and for maintaining strong links between the school and council. There is a fantastic team at the school which had supported all pupils coming back to school during part of the summer term. Cllr Reavell gave an invitation to other parish councillors to put themselves forward as a school governor, serving a four-year term.

20/094

Kimpton Parish Council

To approve policy documents:

a) Complaints Procedure

Resolved, proposed Cllr Reavell, seconded Cllr A Firth to approve the Complaints Procedure. Unanimously agreed.

b) Disciplinary and Grievance Arrangements

Resolved, proposed Cllr Reavell, seconded Cllr A Firth to approve the Disciplinary and Grievance Arrangements. Unanimously agreed.

20/095

Kimpton Parish Council Website

To review website specification, development and approve revised cost – Cllr I Corbett/ Cllr A Firth/ Parish Clerk

See attached report. The discussion included the aspiration that any new website should be the 'go to' online site for Kimpton and be community-led in addition to fulfilling statutory obligations for the parish council. The website will be used as a foundation for information that will be publicised by regular posts onto the KPC FaceBook which will be forwarded to the Kimpton Village FaceBook site. KPC activities will be highlighted to promote the work of the parish council and raise its profile within the community. The parish clerk will allocate sufficient time within the working week to this task. A draft content plan of the topic for the weekly posts will be presented to the council by Cllr I Corbett at the next council meeting.

Resolved, proposed Cllr S O'Brien, seconded Cllr A Firth to approve expenditure of £1,800 for a new Kimpton Parish Council website. Unanimously agreed.

20/096

Finance

a) To authorise payments made in accordance with the budget

b) To note receipt of income, attached

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

Resolved, proposed Cllr A Firth, seconded Cllr J Marsh that items a) to c) be authorised and noted. See attached. Unanimously agreed.

d) To consider price quotations, charges and grant requests

i. Konica Minolta photocopier

Resolved, proposed Cllr J Marsh, seconded Cllr S O'Brien to extend the contract on the Bizhub C308 by 24 months at a new

reduced rental £88.00 per quarter. Cost per copy/print £0.0022 mono, £0.022 full colour. Unanimously agreed.

- ii. Health and Safety Risk Assessments for KPC land – Parkfield Sports Ground, Peters Green, Recreation Ground, The Green, Wrens Close Play Area and Open Spaces.

Resolved, proposed Cllr D Reavell, seconded Cllr S O'Brien to authorise six risk assessments at a cost of £60 per assessment. Unanimously agreed.

20/097

Young Workers

To discuss whether Kimpton Parish Council should apply to the Government apprenticeship scheme – Cllr N Burns

After discussion on the challenge for young people in finding suitable employment, the council were supportive of looking at the feasibility of employing an apprentice on a part-time basis for a year and accessing a Government grant. This initiative would set an example to the community, must be a meaningful process and offer the person a broad skill set. An apprentice could bring additional skills to the parish council. There may be criteria which could be applied in the application process, such as living within the parish. More information should be forthcoming from central government. Action: Cllr N Burns/Parish Clerk to report on the initiative at the next KPC meeting.

20/098

Clerk's Report

Items for information only

The NALC/SLCC checklist for face to face council meetings to be circulated to councillors.

Residents are concerned about the continued closure of the Kimpton Surgery. County Cllr R Thake offered to start enquiries through the Public Health Directorate at County.

20/099

Date of next Kimpton Parish Council Meeting and items for the agenda

To note that the next Parish Council Meeting will be held on Wednesday 23rd September via video conferencing, subject to review in September.

- To receive a report on the positive contribution made by KPC to protecting and enhancing the local and global environment.
- To review the topic and frequency of community communication posts
- To consider an apprentice scheme

Meeting closed at 10.20pm.

Chairman

Date