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**Minutes of Kimpton Parish Council Meeting
held on 24th June 2020
via Video Conferencing at 7.30 pm**

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

In attendance: Mrs C Helmn, Parish Clerk, District Cllr J Bishop, County Cllr R Thake and 8 members of the public

20/074

Apologies

To receive and accept apologies for absence
Cllr L Hawke and Cllr A Firth due to family bereavement.

20/075

Interests

- a) To receive declarations of interest from councillors on items on the agenda
Cllr D Reavell declared an interest in the item 20/079 b iii) as a nearby resident to the Lime tree being discussed. He will not take part in the vote.
- b) To receive written requests for dispensations for declarable interests; and
None
- c) To grant any requests for dispensation as appropriate
None

20/076

Minutes

- i) To confirm the Minutes of Kimpton Parish Council Annual Meeting held on Wednesday 20th May 2020 as an accurate record of proceedings
Resolved, proposed Cllr S O'Brien, seconded Cllr C Procter that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.
- ii) To ratify the Minutes of Kimpton Annual Parish Meeting held on Wednesday 20th May 2020 as an accurate record of proceedings
Resolved, proposed Cllr D Reavell, seconded Cllr S O'Brien that these minutes are ratified. Unanimously agreed.

20/077

Public Issues

Members of the public and councillors can raise matters of concern
Cllr S O'Brien raised concerns relating to Kimpton FC failing to secure an agreement to continue to play football at the Recreation Ground on a Sunday. An annual increase demand of over 36% was rejected by Kimpton FC with the team frustrated that no negotiation was forthcoming. Quickly the slot was offered and secured by Wheathampstead Wanderers.
Kimpton FC was set up in 2011 and there are at least 5 players who live in Kimpton. Within Kimpton FC there is now the ability to pay the increase annual charge requested. There is only one Kimpton football club.

Parish councillors Corbett and O'Brien will meet with representatives from Kimpton Rugby Club and Kimpton FC to review options and report back to the council at the meeting to be held on Wednesday 22nd July.

20/078

Planning

a) To consider the following planning applications

20/01037/FP The Grange, High Street

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

At the last meeting, Kimpton Parish Council resolved to object to this planning application. The council now considered and agreed the following response:

In consideration of the above application our findings and reasons are as follows:

1. We welcome applications that offer a high quality of design, affordability, meet government national space standards, proven defined sustainable delivery, address community defined requirements and add value to the parish. We would welcome the opportunity to discuss with the owner of The Grange how they could potentially offer a scheme that meets these criteria.
2. The proposed site is within the Green Belt for both the current Local Plan 1996 and the Emerging Local Plan 2011-31. Building within the green belt is only permitted under exceptional circumstances and no acceptable case has been demonstrated for this by the applicant. The statements made by the applicant do not meet the necessary requirements of NHDC criteria and justification to develop within the green belt has not been provided.
3. Kimpton is a category A village as defined under NHDC Emerging Local Plan 2011-31 Policy SP2 page 32. Development is allowable within the defined settlement boundaries. The proposed site is located outside of the defined settlement boundary of Kimpton and development is clearly not permitted under this this document section.
4. The current NHDC Local Plan 1996 indicates the defined settlement area of Kimpton in a westward's direction stops on the North side of the High Street at the end of the designated developments site KM3. Within the NHDC Emerging Local Plan 2011-31 the council has proposed extending the area of the Kimpton settlement in a number of locations to what it has defined as more "defendable" locations. In the case of the west end of the village the proposal is to extend the north side of the high street up to the Luton Road, which corresponds with the south side of the high street and Coopers Hill. Whilst the 2011-31 Plan has yet to be adopted the applicant's proposal ignores HNDK intentions and would call into question whether the settlement boundary of the 1996 Plan needs to remain if expansion only leads to further extended development within the green belt. The applicant's proposal fails to meet the requirements of the current 1996 Plan and the 2011-31 Emerging Plan.
5. NHDC Emerging Local Plan 2011-31 Policy SP5 page 41. Countryside and Green Belt states: -
We support the principles of the Green Belt and recognise the intrinsic value of the countryside. Green Belt and Rural Areas Beyond the Green Belt are shown on the Proposals Map. We:
 - c. Will only permit development proposals in the Green Belt where they would not result in inappropriate development; and
 - d. Will operate a general policy of restraint in Rural Areas beyond the Green Belt.The applicant has not demonstrated that this proposal is an appropriate development in accordance with item c. and d. above.

6. NHDC Emerging Local Plan 2011-31 Policy SP9: page 52 Design and sustainability states: -

The Council considers good design to be a key aspect of sustainable development.

We will:

- a. Support new development where it is well designed and located and responds positively to its local context:

The applicant's proposal fails to respond positively to its local context and fails requirement a) above.

The defined settlement area of Kimpton ends at the Luton Road. The area to the west is dense woodland and marks an end to the village of Kimpton and is the heart of a conservation area. A separate small group of houses of Kimpton Bottom sit beyond this wood, before the land breaks into more open countryside. The replacement of this 100m woodland with a near continuous 7.5m high wall of brick and tile is a poorly sited proposal and fails to meet the requirements of item a) above.

7. The application makes no reference to NHDC Kimpton Bottom Conservation Area Character Statement of January 2020. Section 2.2 Statement of Special Interest Highlights states

"Kimpton Bottom Conservation Area is principally of interest for its preservation of the character of the historic hamlet of Kimpton Bottom, which exists as a linear settlement adjacent to a crossroads with roads leading to a number of nearby towns. The character of the main residential part of the Conservation Area is rural-agricultural, with the majority of buildings relating to farms or farm labour."

The applicant's proposal to merge the distinct areas of Kimpton and Kimpton Bottom in to one continuous urban development would eliminate this special interest.

8. The applicants Planning. Design and Access Statement section 5.1 Design and Appearance page 8 appears to acknowledge the Kimpton Parish Council Parish Plan July 2012 determined need for 2 bed properties but disregards this by proposing only 3 bed properties. The properties proposed are of 97m² against a typical 2 bed property size of 75m² and 1 bed of 50m². Unless the applicant is proposing to sell the properties at 75% of market price, we are unable to see how the proposal meets the identified need of the community.

9. How is the proposal assisting in supporting the requirements of "Kimpton Parish Housing Needs Survey March 2019"? This document clearly states the need for 24 additional affordable homes mainly of 1 and 2 bedroom size within the parish. The current proposal offers only 3 bedroom properties and on its own is of little contribution to the defined needs of the community of Kimpton. The applicant should provide financial contribution to the parish for supporting the delivery of such size properties elsewhere within the parish.

10. The requirements of the Emerging Local Plan 2011-31 Section 8.20. state that "On most suburban and edge-of-settlement sites, applicants should therefore make an initial assumption of 60% larger (3+ bed) and 40% smaller (1 or 2 bed) homes to ensure an overall mix is achieved. The most appropriate solution will be considered on a site-by-site basis having regard to this, up-to-date evidence of housing need, the criteria set out above and the outcomes from applying Policy HS2."

Based upon 7 properties we would expect 3 to be within the classification of 1 or 2 bed. The applicant should either provide the advised number of 1 and 2 bed properties or provide financial contribution to the parish for supporting the delivery of such size properties elsewhere within the parish.

11. We appreciate the applicant's commitment to install photovoltaic panels, battery electrical storage, ground source heat pumps, rain water harvesting and better than minimum "U" values, however the applicant has not stated to what level such items will

be provided and therefore it has no quantifiable value. The applicant should confirm what the climate impact of the development is and what the projected use of external energy and water usage will be?

12. We note that of the only eight trees that are proposed to be retained upon the Plummer's Lane frontage, all eight will significantly reduce the amount of sun light falling on the indicated photovoltaic panels. We foresee a likelihood that the applicant or subsequent owners will seek to remove or reduce these trees, thus increasing still further the urban nature of the applicant's proposal. We request confirmation as to whether and to what extent this overshadowing has been taken into consideration in the applicant's sustainability appraisal.
13. Supporting documents – Appendix 1. Arboricultural Report and Arboricultural Implications Assessment. Notes that of the 96 recordable trees within the construction site the proposal will cut down approximately 50% of these trees and as a result totally alter the visual presence of the woodland. This major alteration to the conservation area within the green belt is not considered acceptable.
14. Design Planning and Access Statement. Page 2. The applicant refers to NPPF Paragraph 68. which states
Small and medium size sites can make an important contribution to meeting the housing requirement of an area, and are often built-out relatively quickly. To promote the development of a good mix of sites local planning authorities should:
 - a) identify, through the development plan and brownfield registers, land to accommodate at least 10% of their housing requirement on sites no larger than one hectare; unless it can be shown, through the preparation of relevant plan policies, that there are strong reasons why this 10% target cannot be achieved;
 - b) use tools such as area-wide design assessments and Local Development Orders to help bring small and medium sized sites forward;
 - c) support the development of windfall sites through their policies and decisions – giving great weight to the benefits of using suitable sites within existing settlements for homes; and
 - d) work with developers to encourage the sub-division of large sites where this could help to speed up the delivery of homes.

This site is not a brownfield site nor a windfall site and we do not consider the applicants statements are justifiable arguments.

15. Design Planning and Access Statement. Page 2. The applicant refers to NPPF Paragraph 59. which states: -
To support the Government's objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed without unnecessary delay. Since this site does not have an existing permission nor does the proposal address the defined needs of the community, we see no merit to the statement made by the applicant.
16. Design Planning and Access Statement. Page 8. The applicant refers to NPPF Paragraph 59. which states: - The proposal also brings forward sustainability credentials exceeding that set within Policy SP9.
The applicant should confirm to what level their proposal exceeds the minimum requirements of SP9.
17. Design Planning and Access Statement. Page 10. The applicant refers to NPPF Paragraph 145. which states: -

A local planning authority should regard the construction of new buildings as inappropriate in the Green Belt. Exceptions to this are:

- a) buildings for agriculture and forestry;
- b) the provision of appropriate facilities (in connection with the existing use of land or a change of use) for outdoor sport, outdoor recreation, cemeteries and burial grounds and allotments; as long as the facilities preserve the openness of the Green Belt and do not conflict with the purposes of including land within it;
- c) the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building;
- d) the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces;
- e) limited infilling in villages;
- f) limited affordable housing for local community needs under policies set out in the development plan (including policies for rural exception sites); and 43
- g) limited infilling or the partial or complete redevelopment of previously developed land, whether redundant or in continuing use (excluding temporary buildings), which would: – not have a greater impact on the openness of the Green Belt than the existing development; or – not cause substantial harm to the openness of the Green Belt, where the development would re-use previously developed land and contribute to meeting an identified affordable housing need within the area of the local planning authority.

The proposed site is not within the defined settlement area of the village of Kimpton and as such the argument put forward by the applicant is without merit.

18. The applicants plan 368-PL-13 Proposed Vehicular and Refuse Plan, indicates refuse vehicles having to reverse off the main high street to gain access to the site. This is considered unacceptable and alternative arrangements should be made.
19. The Planning, Design and Access statement refers to integrating fully into the village, however drawing 368-PL-03 Master Plan, shows the proposal to be a gated independent community without any public access. We do not consider that the current proposal offers sufficient benefit to the community.
20. Adjacent sites have required surface water flood studies and we would have expected similar to be provided for this site.
21. Plot 7 has its eastern gable wall located approximately 1.2 metres from the site boundary and the Luton Road. Since there is no foot path at this point it places this dwelling very close to passing traffic.
22. The proposal places 7 dwellings on a site of 0.39 Hectares. (0.96 acres). This infers a density of 7.3 per acre. It is however noted that a significant area of the plot is not allocated to individual dwellings. The applicant should confirm how this land is to be allocated for title ownership.
23. The application does not provide safe access for pedestrians.
24. The applicants Appendix 2 ecological appraisal describes a priority habitat (lowland deciduous woodland). This represents a clear significant negative impact for which no measurable mitigation or compensation has been offered. NPPF states:
'175. When determining planning applications, local planning authorities should apply the following principles:
 - a) if significant harm to biodiversity resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused'The impact is significant and no measurable mitigation or compensation sufficient to offset the impact has been offered.

20/01147/FPH The Holt Cottage, The Holt, Kimpton
Part two storey, part single storey side and rear extensions. Side extension to link existing single storey detached garage to existing dwelling house.
Erection of porch to existing front elevation and associated landscaping.
No comments.

20/01156/FPH 9 Kimpton Road, Peters Green
Two storey side extension
No comments.

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 to front elevation of existing single storey detached games room.
No comments

20/01238/FPH 86 High Street
Single storey rear extension
No comments

20/01254/FP Bibbsworth Hall Farm, Bibbs Hall Lane, Ayot St Lawrence, Hitchin, Hertfordshire, SG4 8EN
Full Planning Permission: Erection of one semi-detached 5-bed dwelling, one semidetached 4-bed and one detached 4-bed dwelling including garaging and home office outbuilding following demolition of existing buildings.

The pre-application notes have been reviewed. Concern was raised regarding the public footpaths located on the site, the level of housing sustainability included within this development and status of neighbouring amenity land. The Chairman undertook to speak to the land agents about possible improvements to the public right of way network arising from this site development.

20/01255/LBC Bibbsworth Hall Farm, Bibbs Hall Lane, Ayot St Lawrence, Hitchin, Hertfordshire, SG4 8EN
Listed Building Consent: Demolition of existing buildings and erection of three dwellings, garaging and office/garden store.

See item 20/01254/FP above.

b) To consider planning applications received during the period 18th June and 24th June 2020

None received.

c) Update upon any applications previously considered by KPC

20/00861/FPH 1 Hope Cottages, Plummers Lane, Peters Green
Part single storey, part two storey side extension and insertion of dormer windows
Conditional permission

20/00820/FPH 2 Beanswick Cottages, Porters End
Single storey rear extension and erection of single storey rear garden office following demolition of existing rear conservatory and garden sheds
Conditional permission

20/079

Reports from Working Parties and Committees

- a) Kimpton Bench Working Party – Mr B Finch
See attached report.
- b) Public Spaces and Playgrounds Working Party – Cllr C Procter

See attached report. Cllr Procter gave a summary of the work of the working party and highlighted the significant annual financial costs to the parish council of ongoing tree maintenance. Its expenditure of around 7% of precept acceptable to the council and members of the public.

i) Request for memorial bench on Recreation Ground
Resolved proposed Cllr S O'Brien, seconded Cllr D Reavell to grant permission subject to KPC having final approval on type and design of bench, inscription and location. The family will purchase and maintain the bench. Kimpton Bench Working Party has agreed to install. Unanimously agreed.

ii) Request for memorial bench on The Green
Resolved proposed Cllr S O'Brien, seconded Cllr D Reavell to grant permission subject to KPC having final approval on type and design of bench, inscription and location. The family will purchase and maintain the bench. Kimpton Bench Working Party has agreed to install. Unanimously agreed.

iii) Request for removal of Lime tree on Garden Fields, near to Church Lane
This matter has raised considerable community comment, see attached responses received. The working party recommendation was for the tree to be pruned with lower level branches taken off. Cllr D Reavell explained the reasons for the request on behalf of five neighbours. These related to the size and 80' height of the tree, being affected by the predominate westerly wind, considerable debris falling, damage to parked cars, effect on the stability of the historic adjacent wall and reduction in daylight. It is acknowledged by most people to be a beautiful healthy tree. The last two pruning's has resulted in significant tree growth.

20:15 Cllr Neil Burns left the meeting due to technical issues
Cllr Ian Corbett took the Chair

Members of the public continued to provide their comments to the meeting. There was not an agreement with the proposal of felling this lime tree and replacing with another species.

20: 17 Cllr Neil Burns returned to the virtual meeting.
Residents raised concerns regarding communication to them and the length of time for community consultation. The council undertook to review its communication on such matters.

A member of the public asked whether the parish council based its decisions on expert advice? Kimpton Parish Council commissions tree health and safety reports and actions their recommendations. Views were expressed that the council should only fell trees if there is a specific safety issue. It is not possible to obtain professional advice for every resident request for tree works so these matters are balanced decisions. Public Spaces Working Party makes recommendations for consideration by the Full Council for a decision.

The cost of maintenance of trees on public land affects every household in the parish. Several people stated that trees are an amenity and improve the well-being of people with numerous environmental and ecological benefits. Bearing in mind climate change, mature trees offer greater value than newly planted specimens. The majority of the public present stated that they would prefer to see an increase in the annual tree maintenance budget rather than see a small number of trees felled. It was noted that KPC policy was to replace any tree felled with at least two replacements.

Resolved proposed Cllr Burns, seconded Cllr O'Brien to approve the pruning of the base of the tree and 20% crown reduction and a continued programme as required. Trees works to be commissioned in the autumn. Unanimously agreed. Cllr Reavell did not vote.

iv) Request for removal of Sycamore tree on Garden Fields, near to rear gardens of 13/15/21 Church Lane

Resolved proposed Cllr S O'Brien, seconded Cllr C Procter that two trees should have 20% crown reduction in the autumn and a continued programme as required. Unanimously agreed.

v) Review of cherry tree near to 19 Garden Fields

Resolved proposed Cllr J Marsh, seconded Cllr C Procter to review the health of this tree in June 2021. This will give the tree the opportunity of healing itself. Unanimously agreed.

vi) Playground inspection reports and actions

The recommendations in the report were confirmed. Parish Clerk to action.

c) Highways and Parking Working Party – Review of responses received so far from community consultation upon additional parking area suggestion. Cllr N Burns

Four responses from the community living adjacent to the location have been received and were in favour of progressing the proposal for additional parking spaces in Claggy Road on the eastern grass verge. County Cllr Thake declared an interest as his son-in-law is a director at a local business in the Enterprize Park. Member Highway Locality budget will be made available for a feasibility study.

Resolved proposed Cllr O'Brien, seconded Cllr Reavell to request that Herts County Council carry out a feasibility study. Unanimously agreed.

d) Kimpton Primary School Governing Board

Cllr D Reavell reported to the meeting that the school had opened to Nursery, Reception 1 and Year 6 pupils. Every other year group will be offered one week schooling from 29 June to the end of the summer term. Year 6 will leave a week early to release space for social distancing to be accommodated for the remaining school pupils.

3 new staff members have been recruited for commencement in September.

A Full Governing Board meeting will be held on 12th July.

20/080

Reports to the Council

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

County Cllr Thake advised the meeting of the remarkable response from the residents of Hertfordshire to the challenges in public health from Covid 19. £1,000 has been made available to Kimpton, from his Locality Budget, particularly to assist children's groups and those assisting the elderly, frail and vulnerable.

20/081

Social Housing

To receive a report on discussions with CDA, NHDC, Hightown Housing Association and land agents – Cllr N Burns

See attached site map and brief. Cllr Burns is having positive and constructive discussions with the relevant parties regarding the social housing provision in Kimpton at 'Ron Hyde Gap'. Items 1,3,4,6,7 of the brief have been accepted with more detailed discussions due on sustainability and design. Over the last 18 months this item has progressed to this milestone.

The need for input from KPC is likely to increase going forward and Cllr N Burns asked if any member of the council wished to take up leadership of the project or participate in progressing the project that will be of significant community benefit. Cllr N Burns was thanked for his work.

20/082 Impact of Covid 19 on Parish Councils

To receive a report from a virtual meeting with Bim Afalami MP with parish councils in his constituency – Cllr N Burns

Most of the parish councils on the call were experiencing similar issues to those seen in Kimpton and put in volunteer help schemes for groceries, collecting prescriptions, gardening and food banks. The problems have moved on to the concerns due to isolation and loss of employment.

20/083 Kimpton Cares

To provide an update – Parish Clerk

Requests for help have declined in number, particularly over the last two weeks. To date 48 tasks have been completed using help from over 70 volunteers. We understand that many neighbours are helping one another, and new support arrangements are in place.

Publicity for Kimpton Cares has been included in leaflets distributed to the attendees of Loaves and Fishes, who mainly fall within the vulnerable group. These leaflets have been printed by the parish council.

Families that have accessed the food bank are being supported on an individual basis.

Kimpton Cares will continue with discussions on how to broaden the help to individuals and support local businesses.

An article will be placed in the summer edition of Kimpton Parish magazine.

Kimpton – putting back better. There was agreement to support local businesses and update the online Kimpton Business Directory. A hard copy publication will be explored.

20/084 Finance

a) To receive Internal Auditor Report

Noted. The RFO went through the four recommendations and actions taken.

b) To approve AGAR Section 1 Annual Governance Statement 2019/20
Annual Governance Statements 1-8 were confirmed.

Resolved proposed Cllr O'Brien, seconded Cllr Reavell to approve Section 1 of AGAR. Chairman and Clerk to sign. Unanimously agreed.

c) To approve AGAR Section 2 Accounting Statements 2019/20
Accounting Statements 1-10 were confirmed.

Resolved, proposed Cllr Reavell, seconded Cllr O'Brien to approve Section 2 AGAR. Chairman and RFO to sign. Unanimously agreed.

d) To authorise payments made in accordance with the budget

e) To note receipt of income, attached

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

Resolved, proposed Cllr I Corbett, seconded Cllr J Marsh that d) to f) be authorised and noted. See attached. Unanimously agreed.

g) To consider price quotations, charges and grant requests

i. Playbark

Resolved proposed Cllr D Reavell, seconded Cllr I Corbett to purchase 3 cu mt at £52.80 plus VAT per bag. Unanimously agreed.

ii. Notice Board outside Claggy Stores

Resolved proposed Cllr Corbett, seconded Cllr O'Brien to authorise expenditure up to £1,100 for a replacement notice board. Unanimously agreed.

- iii. Grant application from Kimpton Cricket Club
See grant application and associated papers attached.
Mr S Thompson, Chairman Kimpton Cricket Club made a presentation to the council with reference to the attached documents. Simon Thompson and Iain King, Treasurer Kimpton Cricket Club answered questions raised by councillors relating to the finances of the club, cricket aspirations resulting from improved facilities, generating a community asset for all the village, number of local residents in club membership, proposed youth activities and involvement of Kimpton Primary School. There has been an increase in club players coming from the village in the past three years with over 50 players being available last season. The parish council supports investment in village facilities. This project will be financially underwritten by club members and external grant funding will be sought from Hertfordshire County Council, North Herts District Council and sporting bodies.
Resolved proposed Cllr S O'Brien, seconded Cllr C Procter to award a grant of £12,000. Unanimously agreed.

20/085

Clerk's Report

Items for information only

Resurfacing works in Claggy Road between the junction of Fox Hill Road for approx. 31 meters

On Friday 10 July 2020 between 9:30am and 4:00pm

Diversions will be in place

Resurfacing works in The Holt- works will be carried out on 2 areas; the bellmouth at the junction of Fox Hill Road and the bellmouth at B651

On Friday 10 July 2020 between 7:30am and 6:00pm

Diversions will be in place.

20/086

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 22nd July via video conferencing.

Item for the agenda:

- To review Kimpton FC request to continue playing at the Recreation Ground

Meeting closed at 21.56.