

**Minutes of Kimpton Parish Council Meeting
held on 26th September 2018
Kimpton Memorial Hall at 7.30 pm**

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

In attendance: Mrs C Helmn, Parish Clerk, County Cllr R Thake and 2 members of the public.

18/100 Apologies

To receive and accept apologies for absence
District Cllr J Bishop.

18/101 Interests

- a) To receive declarations of interest from councillors on items on the agenda
Cllr C Procter declared an interest in 18/105 a) and did not take part in the discussion or vote.
- b) To receive written requests for dispensations for declarable interests; and
None
- c) To grant any requests for dispensation as appropriate
None.

18/102 Minutes

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 18th July 2018 as an accurate record of proceedings
Resolved, proposed Cllr O'Brien, seconded Cllr Burns that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman.
Unanimously agreed.

18/103 Public Issues

Members of the public can raise matters of concern
None raised.

18/104 Lea Bank Energy Park

To review situation
It was noted that Luton Airport and Luton Borough Council have withdrawn their support for the proposals. A planning application was due in September but the latest information is that it will be submitted by the end of the year.

18/105 Planning

- a) To note planning applications received between 18th July and 5th September 2018
18/01913/FPH Porters End House, Porters End Lane, Kimpton
Installation of entrance gates and wall
No comment; application now approved.
- b) To consider planning applications below
18/01936/FP 16 Blackmore Way Blackmore End
Replacement two storey detached dwelling
No comment.

18/02400/FPH 126b High Street, Kimpton
Erection of double detached garage. Single storey rear extension (following demolition of existing garage) with the following dimension: overall length from rear wall of existing dwelling – 6.0m.
No comment.

- c) To consider planning applications received between 20th September and 26th September 2018

18/02401/FPH 126b High Street, Kimpton
Replacement and raising of roof to create two storey dwelling. Two storey front extension and part two and part single storey side extensions.
No comment, subject to receipt of comments from the neighbours and side windows not overlooking neighbour's property. Concern regarding building regulations relating to a party wall.

18/106 **Reports from Working Parties and Committees**

To receive written reports, recommendations and council actions required from working parties:

- a) **Staffing Committee** – Cllr D Reavell. Draft minutes were noted.
- b) **Christmas Market** – Cllr N Burns and Parish Clerk, report attached. **Resolved**, proposed Cllr Reavell, seconded Cllr O'Brien to approve expenditure as per the revised budget. Unanimously agreed.
- c) **Kimpton Bench Working Party** – Cllr J Marsh/Bob Finch, report of major activities during the period July to 20th September and list of projects requested were noted. The size of the bonfire site will be monitored, and a series of bonfires will be lit in favourable weather conditions.
- d) **Sports Clubs** – Draft notes of meeting held on Monday 24th September are attached. **Resolved** proposed Cllr O'Brien, seconded Cllr Corbett to approve £160 for the repair of the exterior shutters. Unanimously agreed.
- e) **Battle's Over** – Cllr S O'Brien presented summary notes of the working party meeting held on 30th July.

18/107 **Reports to Council**

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

- a) **Kimpton Memorial Hall** – Cllr J Marsh. The Green Room, corridor and parish rooms have all been decorated over the summer. New radiators have been installed in the Green Room. The level of bookings is good, and a new safety standard has been agreed. A new committee secretary is required.
- b) **Peters Green Village Hall** – Cllr A Firth. The Trustees are waiting to hear from the Charity Commission and then the lease agreement will be signed. All parties are satisfied with the draft terms.
- c) **Kimpton Primary School Governing Board** – Cllr D Reavell, see attached. It was noted that the appeal against the new secondary school on the Lower Luton Road, Harpenden had been thrown out and that the delivery of the Katherine Warrington School could now commence. The parish council recorded its thanks on behalf of the community for the support Cllr Thake has given during the past 10 years to develop an additional secondary school for the pupils in the parish to attend.
- d) **North Herts District Council** – District Cllr J Bishop. No report.
- e) **Hertfordshire County Council** – County Cllr R Thake. Police and crime commissioner David Lloyd has withdrawn his bid for the police in Hertfordshire to merge with the Fire Service.

18/108 **Action Plan**

To review KPC Action Plan short term items - All Parish Councillors

1.	Increase Parish precept in line with Retail Price Index to enable high priority targeted projects to be implemented earlier.	Reviewed at Finance Working Party on 15 Aug 2018. Precept to be set following KPC agreement of next year's budget.
2.	Monitor the use of the 2 new Parish web sites, review feedback and improve access to information.	Kimpton village website updated at the beginning of September 2018. Monitoring to now commence.
3.	Review recent spate of burglaries within the Parish and establish any actions appropriate.	Latest crime figure reports to be reviewed.
4.	Review recent antisocial behaviour within the Parish and put in place actions to rectify the communities concerns at Wren Close.	Residents need to make formal complaint to police to enable any action to be taken. Residents have been notified.
5.	Review recent antisocial behaviour within the Parish and put in place actions to rectify the communities concerns of parking on the Green at Peters Green.	Continue to monitor.
6.	Regular maintenance of footpaths within the curtilage of Kimpton village as a priority.	Regular maintenance ongoing on monthly basis.
7.	Review and control escalating costs of maintenance to allotments (particularly growth of Village Dump in allotment area).	Completed. KPC agreement to increase allotment fees by 10% and contain allotment maintenance costs within income.
8.	Establish KPC controlled e-mail addresses for councillors and staff.	Completed.

18/109 **Finance**

- a) To consider draft budget 2019/20. A discussion on the proposals was held with other suggestions for inclusion of outside table tennis, hanging baskets, cycle route and more recreation items. Councillors were also requested to submit additional items they believe the community would wish to see considered in next years budget prior to the next meeting for council consideration. Full list of items to be itemised by the Parish Clerk. It was also suggested that the Parish Clerk obtain views from the community.
- b) To authorise payments made in accordance with the budget, attached
Resolved, proposed Cllr Firth, seconded Cllr O'Brien to approve payments listed and attached. Unanimously agreed.
- c) To note receipt of income, attached
Resolved, proposed Cllr Firth, seconded Cllr O'Brien to note incomapprove payments listed and attached. Unanimously agreed. Noted.
- d) To receive bank statements, bank reconciliation and budget report, attached

Resolved, proposed Cllr Firth, seconded Cllr Corbett to receive bank statement, bank reconciliation and budget report. Unanimously agreed.

e) To consider price quotations, charges and grant requests as listed below:

I. RoSPA annual playground inspections

Resolved, proposed Cllr Hawke, seconded Cllr Reavell to approve RoSPA annual inspection at £50 per site. Unanimously agreed.

II. £500 grant to Kimpton Primary School

Resolved, proposed Cllr Hawke, seconded Cllr O'Brien to approve a grant of £546. Cllr Reavell did not vote. Unanimously agreed.

III. Tree survey

Resolved, proposed Cllr Reavell, seconded Cllr O'Brien to approve a resurvey of parish trees and quote of £625 plus VAT. Unanimously agreed.

f) To review the effectiveness of the internal auditor

Resolved, proposed Cllr Corbett, seconded Cllr O'Brien to approve the effectiveness of the internal auditor. Unanimously agreed.

g) To review the External Auditor's Report

Resolved, proposed Cllr Reavell, seconded Cllr O'Brien to note that there were no matters contained within the external auditor report by PKF Littlejohn LLP. Unanimously agreed.

h) To review Financial and Management Risk Assessment

Resolved, proposed Cllr Reavell, seconded Cllr Marsh to approve the Financial and Management Risk Assessment as attached. Unanimously agreed.

18/110 **New footpath at Blackmore End**

To consider the proposal of a new footpath at Kimpton Road, Blackmore End

Resolved, proposed Cllr Reavell, seconded Cllr Hawke to support the proposed new footpath on the south side of Kimpton Road at Blackmore End. Unanimously agreed.

18/111 **Clerk's Report**

Items for information only

18/112 **Next meeting**

To suggest agenda items for the next Meeting of the Parish Council on Wednesday 24th October 2018

- Budget 2019/20 (early item on agenda)

Apologies for this meeting were received from County Cllr R Thake.

Meeting closed at 09.10pm.

Chairman..... Date.....

Heading	New item	Cost	Comment
Rec/sport grounds, open spaces, village greens	The Green roadway	£40,000.00	
Playground projects	Playground equipment	£5,000	Apply for s106 funding
Grants to Parish Buildings	Pavilion maintenance	£2,000	
Community Projects	Dacre Rooms defibrillator	£2,250	Provide village cover
Community Projects	Housing needs survey	£750	Council approved £450
Community Projects	Kimpton Primary School	£2,500	Support school
Office supplies, fixtures, painting	Door parish room completion of refurbishment	£500	Noise reduction
Allotment site rental, maint, water	Fencing	£10,000	100m x £100 per m
Community Projects	Floral arrangements	£2,500	Hanging baskets, displays
Playground projects	Table tennis table	£2,000.00	Supply & installation
Community Projects	Cycle path	£10,000	Development and contribution
Highways	Highways, Traffic, Parking	£5,000	Consultancy costs
Rec/sport grounds, open spaces, village greens	Parkfield fencing	£2,000	Maintenance
		£84,500.00	

Kimpton Parish Council

Budget 2019/2020

It would seem sensible to link our budget proposals to the Councils action plans and priorities.

As such I believe our major priority is traffic and I am sure most members would agree.

Therefore any major changes should be directed into expenditure to help solve this problem.

The Traffic problem falls into

- Parking
- Size of vehicles
- Speed of vehicles
- Volume of vehicles
- Damage to cars on the high street
- Safety aspects

When we have the report of the Highways and Parking working party we can consider the allocation of resources required. Not prejudging the issue but some of the possibilities would include off street parking, signage, bollards, sleeping policemen etc. should be considered if not funded by NHDC or County Council.

Other items that might be considered for inclusion in the budget proposals (not in priority order)

- A small play area near Probyn Close
- All weather table tennis table
- Equipment for an all weather circuit training
- Cycle training/running circuit round Recreation ground or Cricket pitch.
- Fence in allotments completely
- Pedestrian crossing by the school
- Move children's play area on rec to the green.

Carina has suggested raised beds on spare allotments to rent out. As a socially aware Council some could be much higher to allow disabled/elderly to use.

L.A.Hawke
October 2018

Kimpton Parish Council

The Green

As suggested, at the last Council meeting, I went to have a look at the green.

- It is a delightful attractive asset for the village and provides space for many village events.
- The grass area needs minimal attention apart from regular grass cutting, tree pruning and occasional filling of holes.
- The problem arises over the access to and parking round the green for approx. 15 houses.
- Apparently the green extends to the front of all the properties.

Any comments I may make are those of a layman and legal advice would be required before the Council takes any actions. My reading of the lengthy legal documentation is that access to properties is permissible but parking is not unless the owners of the area have given an easement. There may be ways in which easement may have been acquired for establishments but that is not at all clear.

It would be interesting to know when and who put in the tarmacked path?

The discussions over this have taken place regularly over many years with legal advice being sort but I can find no evidence of a satisfactory conclusion. It would seem to me that as a gesture of goodwill and to avoid ongoing legal fees and acrimonious discussions and arguments the Council should consider giving easement to those living on the green to access their property and park in front. However the Council will not be responsible for the maintenance or improvement of the tarmac area. There is no reason why it should and it will be down to the residents to maintain/improve subject to approval from the council. Some will argue that other cars drive round the green but these may well be visitors to those on the green. This seems a red herring and probably so minimal.

As said before legal advice would need to be taken over easement.

PS there is also quite a lot to be said to move the playground on the rec to the green where it would be a great asset and usage overseen by residents. It would then release a significant area on the rec to be created for off street parking.

October 2018
L.A.Hawke

KPC 16/10/2018

RECEIPTS

	Unity	Barclays	Date	Description
y	25.00		18/09/2018	Christmas Market table
y	37.14		19/09/2018	Allotment
y	25.00		20/09/2018	Christmas Market table
y	34.90		20/09/2018	Allotment
y	53.70		20/09/2018	Allotment
y	26.40		21/09/2018	Allotment
y	34.40		24/09/2018	Allotment
y	45.40		24/09/2018	Allotment
y	61.90		25/09/2018	Allotment
y	1,438.00		26/09/2018	Beds & Luton Community Fund
y	25.00		28/09/2018	Christmas Market table
y	51.60		01/10/2018	Allotment
y	15.80		01/10/2018	Allotment
y	45.40		01/10/2018	Allotment
y	25.00		01/10/2018	Christmas Market table
y	23.36		02/10/2018	Public Sector Deposit Fund
y	31.00		02/10/2018	Allotment
y	65.00		02/10/2018	Allotment
y	25.00		02/10/2018	Christmas Market table
y	40.20		03/10/2018	Allotment
y	45.40		03/10/2018	Allotment
y	25.00		04/10/2018	Christmas Market table
y	25.00		05/10/2018	Christmas Market table
y	45.40		08/10/2018	Allotment
y	25.00		08/10/2018	Christmas Market table
y	25.00		01/10/2018	Christmas Market table
y	25.00		01/10/2018	Christmas Market table
y	500.00		09/10/2018	Herts CC
y	25.00		09/10/2018	Christmas Market table
y	25.00		09/10/2018	Christmas Market table
y	25.00		10/11/2018	Christmas Market table
y	67.40		10/11/2018	Allotment
y	25.00		11/11/2018	Christmas Market table
y	25.00		11/10/2018	Christmas Market table
y	26.10		12/10/2018	Allotment
y	50.00		15/10/2018	Christmas Market table
TOTAL	1,168.86	-		

EXPENDITURE

VAT

y	1.00		19/09/2018	PKF Littlejohn	
y	1213.57		24/09/2018	Mrs C Helmn	
y	441.81		28/09/2018	Herts CC LGPS	
y	18.00		30/09/2018	Unity Trust	
y	301.57		01/10/2018	HMRC	
y	546.00		01/10/2018	Kimpton Primary School	
y	1.00		01/10/2018	M Saunders	
y	324.00		01/10/2018	R J Dawes	54.00
y	348.00		01/10/2018	CPM Playgrounds	58.00
y	27.00		05/10/2018	EDF Energy	
y	86.88		12/10/2018	M Saunders	
y	359.00		12/10/2018	PKF Littlejohn	
y	324.00		12/10/2018	R J Dawes	54.00
n	454.74		28/10/2018	Herts CC LGPS	
y		1.03	31/08/2018	BT	
y		252.02	03/09/2018	Affinity Water	
y		2.34	20/09/2018	Crashplan	
y		95.00	24/09/2018	HSO Expondo GMBH	
y		141.50	28/09/2018	Screwfix Direct	
y		57.84	01/10/2018	BT	
y		417.47	04/10/2018	TLC Southern	69.58
y		432.00	08/10/2018	Bullfinch Gas Equipment	72.00
y		2.37	20/07/2018	Crashplan	
y		79.22	31/07/2018	BT	
y		18.89	15/08/2018	Amazon	
y		2.42	20/08/2018	Crashplan	
y		9.06	22/08/2018	Amazon	
n		23.12	16/07/2018	Herts Fullstop	3.65
n		100.00	25/10/2018	British Legion	
n		45.00	25/10/2018	Open Spaces	
n			28/10/2018	Herts CC LGPS	
n			22/10/2018	Mrs C Helmn	
TOTAL	4,469.69	1,511.16			311.23

Kimpton Parish Council

Bank Reconciliation			Unity Trust A/C	Barclays A/C	CCLA
Opening cashbook balance	01/04/2018	13,294.00	2,992.87	45,000.00	61,286.87
Receipts		87,863.41	0.00	0.00	87,863.41
Payments		41,385.87	2,483.41	0.00	43,869.28
Closing cashbook balance		59,771.54	509.46	45,000.00	105,281.00
Uncleared					
Receipts			0.00		
Payments			3,273.88		
Closing Bank Balance			63,045.42	509.46	45,000.00
Per bank	16/10/2018		63,045.42	509.46	45,000.00
Difference			0.00	0.00	0.00
					108,554.88

	B	C	D	E	F	G
1	Kimpton Parish Council					
2						
3	Receipts and Payments Account					
4						
5		BUDGET	2018-2019	BUDGET	2017-2018	
6		2018-19	Actuals	2017-18	Actuals	
7	Receipts					
8						
9	Precept	72,000.00	72,000.00	72,000.00	72,000.00	
10	Council Support Grant	1,676.00	1,754.91	1,686.00	1,676.00	
11	Interest	60.00	143.85	60.00	115.86	
12	Allotment Rents	1,400.00	1,185.74	1,500.00	1,509.02	
13	Sports Income	1,155.00	1,180.00	1,155.00	1,155.00	
14	Grant Income	500.00	2,938.00	1,000.00	2,100.00	
15	Other Income	1,000.00	2,025.00	1,000.00	9,998.99	
16						
17	VAT reimbursed		6,635.41		8,754.71	
18	Total Receipts	77,791.00	87,862.91	78,401.00	97,309.58	
19						
20	Payments					
21						
22	Allotment site rental, maint, water	1,500.00	776.65	1,000.00	2,134.28	
23	Playground inspections & maint	2,000.00	751.88	2,000.00	836.00	
24	Recreational grounds, open spaces, village greens	12,000.00	2,634.67	12,000.00	21,886.61	Litter picking service added
25	Playground projects	1,000.00	0.00	1,000.00	-	
26	Memorial Hall PWLB loan repayments	7,500.00	0.00	7,500.00	7,484.36	
27	Grants to Parish Buildings	4,000.00	8,971.00	4,000.00	3,673.98	Dacre Room flooring, Peters Green VH
28	Community Projects	4,000.00	3,137.77	500.00	7,587.57	Christmas Market
29	Rights of Way	500.00	41.50	1,000.00	1,170.00	Use P3 money plus KPC budget
30	Sundry donations to community groups	1,500.00	488.43	600.00	3,523.85	
31	Larger donations to community groups	4,000.00	1,146.00	4,000.00	2,395.00	
32	Salaries	22,000.00	7,281.42	21,000.00	20,217.28	Parish Warden ceased employment 1/3/18
33	N/L, tax, pension	10,000.00	5,370.03	10,000.00	9,633.87	
34	Office supplies, fixtures	500.00	701.68	920.00	99.08	
35	Photocopier, telephone, IT equipment & support	1,800.00	1,094.53	1,800.00	1,549.35	
36	Rent, rates, electricity for Parish Room	700.00	323.50	600.00	607.58	
37	Meeting room hire	350.00	0.00	350.00	183.50	
38	Travel & Training - Clerk and Cllr	90.00	40.00	90.00	45.00	
39	Insurance, audit int/ext, subscriptions, GPDR	4,250.00	3,236.46	3,250.00	3,147.61	
40	Bank charges	100.00	36.00	100.00	80.00	
41						
42	VAT incurred		3,342.65		6,503.97	
43						
44	Total Payments	77,790.00	39,374.17	71,710.00	92,758.89	
45						
46						
47	Net receipts / (payments)	1.00	48,488.74	6,691.00	4,550.69	
48						
49						
50						
51						
52	General Fund					
53						
54	Opening Balance	61,286.87	61,286.87		56,736.18	
55	Add Total Receipts	77,791.00	87,862.91		97,309.58	
56	Deduct Total Payments	77,790.00	39,374.17		92,758.89	
57	General Fund Balance	61,287.87	109,775.61		61,286.87	
58						
59						
60						
61	BALANCE SHEET					
62						
63	Cash & bank					
64	Unity Trust Account		63,045.42		13,294.00	
65	Barclays Account		509.46		2,992.87	
66	CCLA		45,000.00		45,000.00	
67	Total cash & bank		108,554.88		61,286.87	
68						
69	Represented by:					
70	General Fund		109,775.61		61,286.87	
71						
72	Uncleared		- 1,220.73			
73						
74						

Report to Kimpton Parish Council

Name of working party: Christmas Market

Author: Carina Helmn

Report date: 17th October 2018

Council meeting date: 24th October 2018

1. Key activities undertaken and items achieved in last period

Event Management

Site Management – Gala marquee 6mx24m and 6 off 30m matting rolls have been delivered. Chandeliers donated to the Memorial Hall after the Tennis Club Ball are to be borrowed for the event.

Sleigh to be used as a photo booth has been kindly built and painted by Mike Saunders and Julie Brown with premises made available from KBWP.

KBWP have made 20 wooden trees from pallets supplied FOC by Oecos. 8 are requested for the school, 5 for scouting groups and others to individuals, families or groups.

Heaters for the marquees are not yet in stock; due by end of October.

Decorations for the craft and music marquees are being sourced by Kate Buckenham and the parish clerk. The majority of these will be reused in future years.

Electricity infrastructure project being progressed.

Lighting shopping list for The Green is being created. Festoon lights used on the tipi last year are not available this year.

Publicity – Tamsin has created a Kimpton Christmas Market Facebook page. Banners on order with delivery next week. Communication to the residents of The Green, Church Lane and High Street sent.

Music – Musicians are being secured.

Market tables – full with 30 tables (+ 1 if possible as a holder would like 2 tables).

Christmas Grotto – PTA are hiring a grotto for this year and will be holding a bottle tombola. They are also organising the children's games in a side marquee (a heater for the area has been requested).

Food and Bar – Mulled wine heater has been ordered and received. Mugs are to be delivered by the company in the next couple of weeks and stored locally on The Green. Mulled Kimpton apple juice will be sold.

Finance – see attached. £500 received from Locality Grant by County Cllr R Thake.

The next working party meeting will take place on Monday 12th November at 7.45pm.

2. Intended achievements in next period

Continuation of the planning for each of the elements.

3. Items requiring Council decision

Volunteers required for preparing The Green in the week commencing Sunday 2nd December, on the day for the food and bar and clearing up on Sunday 9th December.

	A	B	C	D	E	F
1	Christmas Market 2018					
2		ACTUALS	Revised budget	BUDGET 2018	2017	
3	INCOME					
4	Tables	725.00	600.00	750.00	750.00	24 tables at £25 ea inside marquee, 3 possible outside under cover (kids activities)
5	Commercial Food	80.00	130.00	160.00	80.00	Melt Van £50 rising to £80 if over £700 takings
6						
7	Grants					
8	Grant Locality R Thake	500.00	500.00	500.00	500.00	
9	Grant Beds and Luton Foundation	1,438.00	1,438.00	-	1,351.00	
10	Big Lottery Fund	-	-	-	1,400.00	
11						
12	Food and drink sales					
13	Food sales		900.00	900.00	500.40	200 frankfurters + 100 lamb pittas at £3.
14	Drink sales incl mugs		3,500.00	3,500.00	3,652.25	Beer £4/pint, wine £4/125cl, Apple Juice, Gluwein wine £4/175cl (£3 if with mug)
15	Sale of excess drink				92.55	
16						
17	Other					
18	Rob Kirkham donation	500.00	500.00			
19	S106 / UA	-	-			£4637.37 agreed to be called off for infrastructure improvements
20	TOTAL	£ 3,243.00	£ 7,568.00	£5,810.00	£8,326.20	
21						
22						
23	EXPENDITURE					
24	Marquees and The Green					
25	Tipi/Twin peak/Double pole marquee	-	2,500.00	2,233.00	3,242.58	Use community marquee for music, no charge
26	Flooring			666.00		See below
27	Heater for double pole marquee		150.00	150.00	156.06	Purchase one radiant patio heater
28	Music staging, PA, Lights	-	-	-	-	Staging from the Church, lighting included within rental cost of double pole marquee
29	Craft tables marquee	2,706.52	1,175.00	1,175.00		Purchase 6x12m
30	Flooring for 6x12m marquee	999.98	262.00	262.00		Qty 6 3mx30m grass matting for craft marquee plus exterior The Green
31	Heating craft marquees		374.40	300.00		Purchase 2 propane fan heaters. Cost in the region of
32	Banners		160.00	120.00	130.95	Aprons from 2017 by commercial sponsorship, 5 banners
33	Interior lighting		100.00	100.00	136.14	4x 50w floods at £25 each. Depends on music marquee hire, included, or purchase
34	Patio heater		295.00	200.00	186.90	2 new for music marquee
35	The Green Christmas Lights		1,000.00	1,000.00		Tree lights part of infrastructure project. Festive lights.
36	Flooring outside of marquees	666.65	666.65	300.00		To protect grass.
37	Power wiring onto Green		-	500.00		S106 application for funding £4,216.35 + £421.02. Approved. Covered by separate project.
38	Fire beacon	-	-	-		May be a safety hazard on The Green. Beacon from Battles Over. Flambeaux FOC
39	Event desk		-	-		Location? Does it require a 3mx3m marquee situated as an entrance to the craft marquees?
40	Sleigh	86.88	40.00			Constructed Mike Saunders, painted Julie Brown. Materials: OECOS FOC + £40 estimated
41	Winter Wonderland & Wooden trees		-	-		OECOS FOC to be decorated by individuals, families, friends, neighbours, organisations, businesses
42	Decoration	114.97	200.00	200.00	35.00	Interior marquees. 'Crafty cuppa' to decorate a tree for the craft marquee FOC.
43						
44						
45	Food and Drink					
46	Mugs	804.00	804.00	600.00	672.00	Qty 216 in 2017 £2.75 per mug plus £12 delivery Qty 300 in 2018 £804 - £837 - £33 breakages
47	Burgers		125.00	80.00	161.00	100. Lamb to be BBQ from Mitch Manning
48	Sausages		125.00	125.00	125.55	Qty 200
49	BBQ hire	-	-	70.00	140.00	Use 2 domestic BBQ
50	Mulled wine, spices		350.00	350.00	346.61	
51	Wine		520.00	520.00	515.34	
52	Beer etc		200.00	200.00	195.00	
53	Kimpton apple juice		65.00	65.00	63.84	
54	Plastic cups		50.00		134.08	100 Wine glasses. +100 half pittas
55	Pitta breads		30.00	20.00	31.00	Only 100
56	Jumbo hot dog rolls		25.00	25.00	22.10	As last year 200
57	Smaller hot dog rolls			10.00	30.60	Look at vegetarian option
58	Sauces & napkins		30.00	30.00	37.38	
59	Mustard, ketchup		10.00	10.00	11.00	
60	Onions		10.00	10.00	11.00	
61	BBQ extras		35.00	35.00	32.13	
62	Drinks from Kimpton Scout Group		-	-	95.92	
63						
64	Gluwein heater	79.83	80.00			
65						
66	Event costs					
67	Licenses - Food hygiene, image	21.00	21.00	-	80.00	Temporary Event Notice LC/7489 authorised by NHDC. £50 copyright KPCRT
68	Insurance	-	-	-	-	
69	Dacre Rooms hire		100.00	100.00	30.00	Venue booked for provision of toilets
70	St John Ambulance		131.10	150.00	144.90	£131.10 confirmed cover for the event
71	Cawley Recycling bins		150.00	150.00	150.00	
72						
73						
74	TOTAL	£5,479.83	£9,784.15	£9,756.00	£6,917.08	
75						
76	Surplus/deficit	-£2,236.83	-£2,216.15	-£3,946.00	£1,409.12	Use surplus from 2017 to cover hire of double pole
77						
78	Additional comments					
79	Food purchase cost		390.00	415.00		
80	Mark up		231%	217%		
81						
82	Drink purchase cost		1,939.00	1,735.00		
83	Mark up		181%	202%		
84						
85	Value of re usable items	4,567.95	4,222.65	£5,936.00		One off purchase of marquees, flooring, heaters, lights
86						
87						

Kimpton Bench Working Party Report

Major Activities 20th September to 17th October 2018

The Parish Council

Cut the south and part of the west hedges at Wren Close play area and took arisings to bonfire. Repaired the wooden fence in several places on the east side of the cricket pitch and made stile so cricket players would use that instead of breaking fence. Did much siding out in Claggy Road. Installed a new bench on a Right of Way at the south of a wood on the Hoo Estate. At the play area in the Recreation Ground we forked over the bark under the equipment and topped up the bark with three bags, filled holes by the swings with earth and turfs, dug out the picnic bench and re-seated it in concrete and stained some of the wooden furniture there.

We felled a dead tree on the Recreation Ground and removed the arisings to the bonfire, we also felled a dead tree at Peters Green and took the arisings to the bonfire.

Fabricated and painted a sleigh at 108 High Street for the Christmas Market and took it The Green ready for the event. Made 20 wooden "Christmas Trees" from pallets for people to paint ready for the Christmas Market.

Churchyard

Installed a new boot scraper by the South door, removed a quantity of leaves from Church House roof and checked the roof for leaks – none yet. Removed a number of bags of twigs and leaves and took to the bonfire.

Village Organisations

For the weekend Open Studios took art show screens to the Dacre Rooms and returned them to the tower.

The School

No work for the school this month.

The Dacre Rooms

Fitted blinds to upstairs windows, put up pictures, touched up some paint. Helped tidy up ready for the Grand Opening.

The Memorial Hall

Put new catches on the under stage doors, refitted a lobby light diffuser, replaced bulbs in outside lights, and erected the marquee ling twice. Did many other minor maintenance jobs.

Future Activities

Carry on carrying on.

Decisions Required of the Council

None

Bob Finch 17 10 18

Kimpton Parish Council

Report on allotments

We have conducted the meetings as listed.

As a result a number of allotment holders were sent letters asking them to tidy up their site and to bring them under cultivation.

We still have 1 ½ plots vacant which have not been cultivated. For a while – in order to make them more attractive to potential new holders I suggest we consider having them rotavated. Carina has suggested providing raised beds on a spare allotment to be rented out individually.

The clerk has sent out the invoices for 2018/2019 with an explanation of the 10% increase. To date we have had no unfavorable comments. At the same time holders were reminded that they are responsible for keeping the paths alongside their allotment/s cut and tidy. We are waiting the results but this will be reviewed at the next survey of the site and any necessary action taken.

The Water will be turned off in November.

As already reported there are ongoing concerns about the size of the bonfire and frequency of burning. The bench working party have to be commended – having cleared a number of trees and brambles and working hard on the boundaries. This, as always, is ongoing

Virtually every plot holder growing sweet corn has had their crop devastated., The current theory is this is due to badgers. The only way to deal with this and incursions by other animals such as deer and muntjac etc, is to finish fencing the site in totally. I don't have a cost for this . But if we do it properly we could create 10/15 off street parking places up Pams lane.

L.A.Hawke
October 2018

Report from Highways and Parking Working Party

The Working Party has settled its members, being:

Cllr Alex Firth (Lead)
Cllr Lewis Hawke
Cllr Neil Burns
Ted Frith
Jackie Worboys
Matt Henderson

There is an initial meeting to establish Terms of Reference on 7th November. Alex Firth to report back to KPC following that meeting.

A Firth

17 October 2018

Peters Green Village Hall Report to Council

The PGVH trust has entered a 2 year commercial lease commencing 1 November 2018 with Shimmering Ivory Limited, a wedding dress designer.

The rent is £5,000 per annum payable monthly. It is guaranteed by Hub for IT Limited should Shimmering Ivory Limited default. The tenant and guarantor do not have the strongest financial covenants but the trustees are aware and prepared to accept the risk given there is no real alternative in the short term.

Peters Green residents, the Parish Council and the Baptists at the Perry Green Chapel retain access to tables and chairs on reasonable notice.

The lease was reviewed and approved by our solicitors, Neves.

An application was made to the Charity Commission (CC) on the trust's behalf through Neves. The CC never responded and we were advised to proceed by solicitors on the basis that the absence of a response indicated that the CC did not see this as a regulatory matter.

A Firth

17 October 2018