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**Minutes of Kimpton Parish Council Meeting  
held on 24<sup>th</sup> February 2021  
via Video Conferencing at 7.30 pm**

**Present:** Cllr N Burns (Chairman), Cllr I Corbett (late arrival), Cllr A Firth, Cllr C Procter, Cllr J Marsh, Cllr D Reavell

**In attendance:** Mrs C Helmn, Parish Clerk, County Cllr R Thake, District Cllr J Bishop and 2 members of the public

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- 21/015**      **Apologies**  
To receive and accept apologies for absence.  
Cllr L Hawke and Cllr S O'Brien due to family commitments.
- 21/016**      **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.
- 21/017**      **Minutes**  
To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 27<sup>th</sup> January 2021 as an accurate record of proceedings.  
**Resolved**, proposed Cllr D Reavell, 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.
- 21/018**      **Public Issues**  
Members of the public and councillors can raise matters of concern.  
Bill Redway, Kimpton Folk Festival 2021 stated that the festival is normally held on the first Saturday in July, which is only 2 weeks after the government unlocking for social gatherings. Due to the pandemic, events will have to be outdoors this year and the committee thought that the school fields would provide the best environment. It would provide sufficient space for visitors to be socially distanced and be constrained to facilitate a ticketed event. A maximum number of 250 attendees will generate income to cover costs for artists, staging, insurance etc. If the situation regarding government regulations turns out to be better than we currently think, the festival might be able to have a free session on The Green. The committee wishes to maintain the presence of the folk festival and keep up momentum. What is the view of KPC as the festival will attract visitors to the village? How do we feel? Their approach to Kimpton Primary School has been favourable. KPC is supportive of the festival and seeing a return to normality to the village but councillors

are unsure how we will emerge from the restrictions in the summer and all events must be in line with requirements and government guidelines in place at the time. KPC asks that the event organisers provide an element of reassurance to the community and that the festival doesn't cause anxiety for residents.

Cllr I Corbett arrived 19.39.

**21/019**

### **Planning**

- a) See attached report from Planning Working Party for approval  
Cllr C Procter declared that she had written to object to planning application 21/00295/FP for 15 Lime Avenue, Blackmore End.  
The council requested that Cllr J Bishop call in this application should the officer be minded to approve.  
21/004640PNM for Wells House; no objection.  
**Resolved**, proposed Cllr C Procter, seconded Cllr N Burns that this report be approved with the additional response for Wells House, and that the comments be forwarded to NHDC. Unanimously agreed.
- b) Hertfordshire Waste Local Plan  
Draft Plan Consultation – 11 January 2021 to 19 March 2021  
To consider a response.  
**Resolved**, proposed Cllr J Marsh, seconded Cllr N Burns to approve the following comments:
1. We note that it is intended to retain the waste disposal site at Harpenden in its current position for the foreseeable future.
  2. We note that a high proportion of other existing sites are intended to be closed within the next couple of years and replacement sites have not yet been secured. We have significant concerns that loss of facilities to communities may result without the immediate securing of new sites. Please confirm how many replacement sites have now been secured?
  3. The nearest site to many people in North Hertfordshire is within Bedfordshire. Access to these facilities has historically been denied to non-residents of Bedfordshire. What agreements are now in place to allow such use to take place up to 2036?
  4. Significant fly tipping occurs in Hertfordshire. What studies have been undertaken to determine whether legal disposal of such waste at waste disposal sites would result in lower overall costs and an improvement to the countryside?
  5. The policy of having 10 waste collection authorities (WCAS) and one waste disposal authority (WDA) is clearly inefficient and inappropriate. Why does this document not consider the unification to one authority for both collection and disposal?
  6. Why does HCC not offer a collection of commercial waste service since in many cases this is a similar process to household waste processing?

**21/020**

### **Reports from Working Parties and Committees**

- a) Kimpton Bench Working Party – Mr B Finch
- i) To receive a report on activities  
The report was noted, see attached.
- b) Environment – Cllr I Corbett
- i) Project Plan - To receive an update on a proposed tree planting scheme for Parkfield Sports Ground  
100 whips of 15" height with an individual plug of soil (20 crab apple, 30 field maple, 10 pedunculate oak, 20 wild cherry and 20 hornbeam) plus 5' 1 inch sq oak stakes and 4' long guards varying in diameter from 2" to 4" have been received from Woodland Trust

via Bim Afolami MP. KBWP will be planting these once COVID 19 regulations have been relaxed after 29<sup>th</sup> March, with a group of 6 volunteers.

Countryside Management Service has agreed to produce an environmental planting scheme for hedging, trees and wildflower plants on the southern boundary of Parkfield Sports Ground, expected April 2021.

#### Greening Campaign

Cllr I Corbett attended the beginning of a monthly meeting of Phase 1 participants in the Greening Campaign this evening. It was suggested that the initiative be launched mid to end April giving 6-8 weeks promotional time. To be successful the campaign needs to reach out to different audiences such as May Festival, Parish Church, Kimpton Primary School and Kimpton Pre-School. Cllr I Corbett to write an article for Kimpton Parish Magazine.

#### c) Sports Clubs Working Party / Public Spaces and Playgrounds Working Party

##### i) To receive an update on the purchase of an outdoor table tennis table

Cllr I Corbett is reviewing the suggested location of the outdoor table tennis table at the Recreation Ground due to its proximity to the toddler play area. Cllr N Burns and Cllr I Corbett will review the space and dimensions of the table (2.74m x 1.525m) and concrete hard base (6.75m x 3.5m) to confirm the precise location. A decision on the number of tables, one or two, will also be made after measurements have been produced. The council approved the scheme in principle, subject to supplier confirmation, and for an application be made to NHDC for s106 money.

Cllr I Corbett asked the council to consider installing other sporting facilities such as outdoor fitness equipment or teqball. During the pandemic more people have taken to outdoor exercise and therefore there is a greater demand for these facilities. Research will be undertaken into what equipment would be desired and the appropriate location, either at Parkfield Sports Ground or the Recreation Ground. The council agreed that the skateboard area and basketball area at Parkfield Sports Ground was in need of updating and could be improved with additional pieces of equipment. The space has been well used during the pandemic.

##### ii) To consider expenditure for the painting of the Recreation Ground pavilion

This item is deferred until a response has been received from Kimpton Rugby Club.

##### iii) New football posts delivered to the Recreation Ground will be put up after 29<sup>th</sup> March, when people can gather as a group of 6.

#### d) Highways and Parking Working Party

To consider the introduction of a 20mph speed limit in Kimpton. Herts Highways advised that Stage 1 is now complete and have sent a preliminary drawing showing the possible extents and associated road humps and signage.

Stage 2 phase of the project will include necessary community engagement, advertising of speed cushions etc and potential delivery of the scheme (assuming there is not a huge rejection of the proposal following consultation). The HCC design team will be asked to produce plans and these will be drafted in the new financial year starting 1<sup>st</sup> April 2021.

The parish council agreed that they would prefer for the whole of the village to be covered by a 20mph zone as the layout of the residential roads in Kimpton would enable them to comply with a 20 limit without any significant traffic calming. A comprehensive zone is preferable to that of just having a 20mph limit on the B652, High Street as road signage would be reduced. This would align with current HCC preference for area control rather than street control. This village 20mph zone will form the basis of the community consultation and Stage 2 will be progressed.

The proposal from the parish council for a change of priority at both entrances to the village have been considered by Herts Highways. The officers are not particularly keen on a change of priority, as this could cause visibility issues and introduce accidents (there are currently no records of injury collisions at either of these junctions). An outline design has, however, been undertaken for mini roundabouts at Luton Road and Hitchin Road, and been forwarded. These mini roundabouts would have their own issues, particularly the Hitchin Road junction, as there is a BT cover that is currently in the footpath and would be in the carriageway and BT are likely to insist on their plant being diverted into a manhole in the new footpath. This potential diversion of BT plant is likely to be costly. Both junctions would require enhanced lighting and visibility to the right from Luton Road may be an issue due to vegetation beyond the highway. The council noted the comments. There was some council concern about the benefit of a mini roundabout solution compared to a change in priority solution.

**21/021**

#### **Reports to the Council**

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

Cllr John Bishop raised the issue of flooding at Blackmore End and extensive flooding at Porters End. Cllr R Thake commented that there is some drainage features at these locations but these are mainly soakaways and not connected to main surface water system. The soakaways are not effective when the ground is saturated. The Herts Highways officer will be looking at engineering solutions later in the year. Cllr R Thake undertook to report back to the parish council on this matter.

**21/022**

#### **Social Housing**

To receive a report on the proposal for a social housing development in Kimpton – Cllr N Burns

Following the recommendations in the Kimpton Housing Needs Survey, KPC has been pursuing the development of social housing units in Kimpton at the 'Ron Hyde' gap, High Street. Savills, agents for Oxford Trust, has indicated that their client does not want to take further an approach by Hightown Housing Association to enter into negotiations regarding a Rural Exception Site at this time. However, a planning application is expected imminently for a development on KM3, land between 134 and 148 High Street of 15 dwellings, of which 5 units will be social housing.

- 21/023**            **Groundwater Alert for Kimpton**  
 To receive a report on actions taken relating to the Groundwater Alert issued by the Environment Agency for Kimpton and Lilley Bottom  
 See attached report.  
 The multi-agency team, led by Hertfordshire County Council, will be holding twice weekly meetings for the next 4 weeks to monitor the groundwater levels, complete investigations into the drainage system, research mitigation options and take action if flooding is to occur. Herts Fire and Rescue will be performing a pump test on Saturday 27<sup>th</sup> February to ensure their crews are able to locate water pumps quickly and safely. Herts Highways will be cleaning the gullies and aco drains in Claggy Road and part of the High Street over three days, 1<sup>st</sup> March to 3<sup>rd</sup> March to allow the surface water drainage to best remove any flood water should it occur.
- 21/024**            **Action Plan**  
 To consider and approve Kimpton Parish Council Action Plan  
**Resolved**, with an addition of ‘consider additional recreational/sporting facilities at Parkfield Sports Ground’ to the list under objectives within the financial year 2021/22, it was resolved to approve the action plan.  
 Unanimously agreed.
- 21/025**            **Finance**  
 a) To authorise payments made in accordance with the budget  
 b) To note receipt of income, link as above  
 c) To receive bank statements, bank reconciliation and budget report  
**Resolved**, proposed Cllr C Procter, seconded Cllr I Corbett that items a) to c) be authorised and noted. See attached. Unanimously agreed.  
 d) To consider price quotations, charges and grant requests  
 i) Grant application from Kimpton Pre-School  
**Resolved** proposed Cllr I Corbett, seconded Cllr A Firth to approve £2,000, Unanimously agreed. Kimpton Pre-School will be encouraged to join in with the Kimpton Greening Campaign.  
 ii) Accounting software  
 Scribe Accounts Web-based Software including ongoing upgrades, cloud storage, backups, all the necessary GDPR compliance and training.  
 Subscription fee billed annually @£39 per month; total £468.00 plus VAT  
 One off set-up fee, payable first year only, £297.00 plus VAT.  
 It was noted that the adoption of a specialised accounting software package is forecast to save the Clerk 30 hours a year.  
**Resolved** proposed Cllr I Corbett, seconded Cllr D Reavell to approve the quote. Unanimously agreed.
- 21/026**            **Communications**  
 To consider the usage of Kimpton Parish Council website  
 See attached. Noted 50% increase visitors to website in first 2 months after its adoption.
- 21/027**            **Clerk’s Report**  
 Items for information only  
 NHDC has accepted KPC nomination for Kimpton Allotments for inclusion on the Register of Assets of Community Value, dated 3<sup>rd</sup> February 2021.  
 KPC to give a grant of £100 to Kimpton Horse Show on 1<sup>st</sup> April in accordance with the budget 2021/22.

**21/028**

**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 24<sup>th</sup> March 2021 via video conferencing.

Meeting closed at 22.02.

Chairman .....

Date .....