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**Minutes of Kimpton Parish Council Meeting
held on Wednesday 27th October 2021
Kimpton Memorial Hall at 7.30 pm**

Present: Cllr N Burns, Cllr B Purple, Cllr I Corbett (Chairman), Cllr A Firth, Cllr J Marsh, Cllr D Reavell

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

21/099 Apologies

To receive and approve apologies for absence.
Cllr Jon Marsh and District Cllr J Bishop.

21/100 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
None.
- c) To grant any requests for dispensation as appropriate
None.

21/102 Minutes

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 22nd September as an accurate record of proceedings.
Resolved, proposed Cllr Reavell, 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.

21/103 Public Issues

Members of the public and councillors can raise matters of concern or draw attention to relevant matters relating to the business on the agenda.
None.

21/104 Reports from Working Parties and Committees

- a) Allotments Working Party – Cllr B Purple
Report received and noted, see attached.
Strimming all grass / weeds along top edge £60.00
Cutting hedge next to telephone exchange £100.00
Resolved, proposed Cllr Burns, seconded Cllr Procter to approve the above quotes. Unanimously agreed.
- b) Kimpton Bench Working Party – Mr B Finch
Report received and noted, see attached.
- c) Christmas Market Working Party – Cllr D Reavell
Report received and noted, see attached.
Offers of help on the day were received from Cllrs Corbett, Burns, O'Brien, Marsh and Purple.
- d) Environment Working Party – Cllr B Purple
The coffee morning was a success with £102.50 received as donations and people signing up to be involved with a working party. The Greening

Kimpton agreed challenges will be progressed and a social media post schedule drafted.

Kimpton Environmentalists have donated £115.22 for Greening Kimpton.

e) Planning Working Party – Cllr N Burns

Report received and attached.

The following application was received on 26th October with a deadline for responses of 18th November.

Planning Application: 21/02990/FPH

Full Permission Householder: Erection of detached timber framed garden room

Address: 14 Blackmore Way, Blackmore End

Response from KPC. Neutral

General Comments:

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.
2. The application is for a single storey summer house of approximately 40m² and of a height from ground of approximately 5m.
3. The building height near the boundary is approximately 3.5 metres.
4. The dimension of the proposed construction from the boundary is not clear. This appears to be 2.5m and should be clarified with the applicant.

Resolved, proposed Cllr Firth, seconded Cllr O'Brien to approve the comments made by the planning working party in their report and the above planning application comments. Unanimously agreed.

f) Public Spaces and Playgrounds Working Party – Cllr C Procter

Report received and noted, see attached.

- i) To consider proposal of four-year plan for FP60 hedgerow and agree expenditure
Quote to coppice 25% of hedge at Parkfield and remove all arisings £950.00

Resolved, proposed Cllr Burns seconded Cllr Firth to approve this quote. Unanimously agreed.

- ii) Wren Close hedge trimming – Inspection report 14th September
Quote: cutting hedge sides back to fence and the top on footpath side £100.00

Resolved, proposed Cllr Burns, seconded Cllr Firth to approve this quote. Unanimously agreed.

- iii) Table tennis table surfacing
A discussion took place regarding the wearing away of the grass at both ends of the table due to its usage. As the present location may not be permanent it was agreed to monitor the situation and consider either relocating the table on a regular basis or install grass matting, subject to consideration of any risk hazard, if the situation warranted action.

- iv) Parkfield Sports Ground – design
Cllr Procter and the Parish Clerk are meeting with Proludic to consider options of outdoor fitness and sport equipment suitable for the location.

g) Sports Clubs Working Party – Cllr I Corbett

- i) To provide an update on the proposal from Kimpton Rugby Club to install lighting at Recreation Ground
Tim Randall, Chairman of Kimpton Rugby Football Club was invited to address the council. The club had received a

government covid grant of £8,000 and agreed that improved lighting at the Recreation Ground would be an asset for the community. Options include the installation of new posts with LED lights, (location and number of posts to be decided) or to use the pavilion itself for mounting lights. The negative of this solution would be that only a third of the pitch would be adequately illuminated. The rugby club has purchased replacement portable lighting for its use. Fitness and exercise classes are operating on the lower training area and use the lighting erected on the north side. There are three posts on the access road which are not suitable for a LED lighting scheme.

Councillors asked for impact assessment to understand the use of the proposed lighting compared to a permanent visual impact of the posts. What is the likely increase in usage of the Recreation Ground and what would be the impact of this on the condition of the pitch during the season? It was mentioned that girls football is on the increase with teams looking for good facilities.

It was agreed that the parish council is supportive of Kimpton Rugby Football Club in their offer of improving the quality of lighting at the Recreation Ground. Cllr Burns was asked to liaise with Tim Randall on a proposed scheme.

- ii) To provide an update on the use of Kimpton Recreation Ground by different clubs and community groups.

This item was deferred until a costed report can be finalised.

21/105 To consider Christmas Tree lights in Kimpton

To review location and supply of lights around the village.

Resolved, proposed Cllr Firth, seconded Cllr Procter to approve expenditure of £500 for new community lighting to supplement existing supplies. Lighting to be at Coopers Hill corner, the school, Church Lane, The Green and Church Path. Cllr Burns was asked to lead on this project on behalf of the parish council. Unanimously agreed.

County Cllr Thake will support a Locality Grant application of £250.00 for this project. Clerk to action.

21/106 Bus shelter, Blackmore End

To review the proposal to obtain a site recommendation after identification of asbestos, Chrysotile, in the cement boards.

Clerk to continue to seek a company prepared to complete a site survey.

21/107 Dog bins

To review the number and location of dog bins in the parish.

The Council completed the review. No further action required.

21/108 Reports to the Council

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

NHDC "The Future of our Centres" on Monday 8th November 2021, 7:30 to 9:30pm – Cllr Ian Corbett agreed to represent Kimpton Parish Council
County Cllr R Thake informed the meeting that he will be briefing the newly appointed Highways Manager for this area on the projects in his division.

21/109 Finance

a) To authorise payments made in accordance with the budget

b) To note receipt of income

c) To receive budget report

d) To receive bank reconciliation

Resolved, proposed, Cllr Procter, seconded Cllr O'Brien to note/approve agenda items a) to d). Unanimously agreed.

e) To consider draft budget 2022/23 and new items of expenditure
See attached. Budget items were discussed, and the draft updated. This will be an agenda item for the KPC meeting 24th November.

21/110 Kimpton Parish Council

To review and adopt the following:

- a) Financial and Management Risk Assessment 2021-2022
- b) Review effectiveness of the Internal Auditor
- c) Terms of reference for Internal Auditor
- d) Internal controls

Resolved, proposed Cllr Procter, seconded Cllr Firth to approve the policy documents a to d, see attached. Unanimously agreed.

21/111 Consultation - How should North Hertfordshire councillors be elected

To agree a response to the following and explain why <https://www.north-herts.gov.uk/latest-news>

Resolved, proposed Cllr Corbett, seconded Cllr Procter that Kimpton Parish Council will respond to the consultation to elect all district councillors every four years i.e. whole council / all out. Unanimously agreed. Clerk to action.

21/112 Rural School Closure

To agree a response to the consultation on the proposed closure of Hexton Primary School by Hertfordshire County Council

Kimpton Parish Council fully supports the continuation of a rural village school that has operated for the past 175 years. Ofsted 2019 praises the school leadership as being strong and 'outstanding' for personal development, behaviour and welfare. Schools are one of the lynch pins that holds a village together and is a catalyst for a vibrant community.

Resolved, proposed Cllr Reavell, seconded Cllr Procter that the Clerk, in consultation with the Chairman, responds to the consultation on behalf of the parish council.

21/113 Clerk's Report

Items for information only

The cost of the defibrillator at Peters Green is £1,158 plus VAT for supply of the Community Heartbeat Trust Lifeline defibrillator, wall rack, delivery and community training via zoom. Delivery 1 week from receipt of payment. Costs will be covered by a grant from Hertfordshire County Council.

Dr Richard Wilson completed the health and safety tree survey on 25/26th October.

21/114 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 24th November.

- To agree the budget 2022/23 and precept
- To review the Tree Survey Report and agree actions

County Cllr R Thake forwarded his apologies for the next council meeting.

Committee and Working Party Meetings

Tues 2nd November

Kimpton Christmas Market WP

Meeting closed at 9.23pm.

Chairman

Date.....