



www.kimptonpc.org.uk

**Minutes of Kimpton Parish Council Meeting
held on Wednesday 22nd September 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, District Cllr J Bishop (late arrival), County Cllr R Thake and 1 member of the public

21/086 Apologies

To receive and accept apologies for absence.
Cllr C Procter and Cllr S O'Brien due to another engagement.

21/087 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.

21/088 Minutes

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 21st July as an accurate record of proceedings.

Resolved, proposed Cllr Burns, seconded Cllr Reavell that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

21/089 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.

21/090 Reports from Working Parties and Committees

- a) Allotments Working Party – Cllr B Purple
Allotment WP meeting notes 7th September were received and noted, see attached.
Resolved, proposed Cllr Reavell, seconded Cllr Firth to approve the quote of £495 for tree works. Unanimously agreed, with a request that the works take place after the leaves have dropped.
County Cllr R Thake offered to support the work of the allotment working party from his Locality Budget up to £100. Clerk to action.
- 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
Cllr Reavell will seek a local vendor for 'life' Christmas Trees sold with roots, subject to satisfactory logistics.
Christmas Tree lights in Kimpton will be an agenda item for the council meeting in October.

Proposed, Cllr Purple, seconded Cllr Marsh to approve expenditure up to £500 on the purchase of Christmas at Kimpton mugs to be sold at the Kimpton Walking Christmas Market. Unanimously agreed.

d) Environment Working Party – Cllr B Purple

Greening Kimpton FaceBook page

<https://www.facebook.com/GreeningKimpton> and email

greeningkimpton21@gmail.com have been set up. A launch event will take place on Saturday 25th September as a coffee morning at the Dacre Rooms. Cllr Purple thanked Davina Malcolm and Robin Riley for their support. Some free items will be given away, such as washing lines and an allotment surplus produce table will be available. It's been agreed that Greening Kimpton is a community scheme to:

- Raise awareness of the things that we can all do to make a difference to our environment
- Build community actions – a collection of simple things we can change in our everyday lives
- Share ideas and promote some of the great things like the Recycling Scheme already being done in the community
- Celebrate success – hundreds of people making small changes will make a difference

Kimpton Environmental Group will make a donation of £115 towards the work of Greening Kimpton.

Cllr Purple thanked Tarli Cameron for setting up FaceBook, her excellent branding, social media posts and poster designs.

After the launch event it is hoped that a formal group will be established with a diverse membership of all ages and background interests. The next step is to publicise the 8 challenges agreed to go onto the cards for all residents to sign up to 5 challenges.

e) Planning Working Party Report Updated – Cllr N Burns

Resolved, proposed Cllr Marsh, seconded Cllr Firth to approve the comments made by the planning working party. Unanimously agreed.

Planning Application 21/00031/VARCON – London Luton Airport Variation of Conditions 8 (passenger throughput cap), 10 (noise contours), 22 (car parking management), 24 (travel plan) and 28 (approved plans and documents) to Planning Permission 15/00950/VARCON (dated 13th October 2017) to accommodate 19 million passengers per annum and to amend the day and night noise contours.

Action: Clerk to respond to Luton Borough Council, Development Control objecting to the proposals.

20:30 District Cllr J Bishop arrived

f) [Public Spaces and Playgrounds Working Party](#) – Cllr C Procter

i) To consider hiring a skip for FP60 clearance works

Resolved, proposed Cllr Reavell, seconded Cllr Firth to approve expenditure of £220 for the hire of a skip. Unanimously agreed.

ii) To consider proposal of four-year plan for FP60 hedgerow and agree expenditure

Awaiting a quote. Deferred until the next council meeting.

iii) Wren Close hedge trimming – Inspection report 14th September

- Awaiting a quote. Deferred until the next council meeting.
- iv) Playbark refill for Recreation Ground to ensure 300mm depth in each pit – Inspection report 14th September
Resolved, proposed Cllr Reavell, seconded Cllr Firth to approve expenditure up to £900 for play bark.
 Vote: 5 for 1 against Cllr Burns.
 The Public Spaces and Playgrounds Working Party was asked to review the cost efficiency of different safety surfaces under play equipment.
- v) Drop Bolt for Wren Close metal gate – Inspection report 14th September
Resolved, proposed Cllr Reavell, seconded Cllr Firth to approve expenditure of £13.77 plus carriage. Unanimously agreed.
- 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
 Kimpton Rugby Football Club are using portable lights for the time being. Planning permission is required for permanent lighting at the Recreation Ground. A suggestion has been made to fix lights onto the pavilion as part of a lighting scheme. A discussion took place on the merits of lights on the pavilion and/or individual light fittings. An Impact Assessment is required to understand the impact of a lighting scheme for the residents living on the High Street. LED lighting is preferred. The Rugby Club will be invited to attend the next council meeting and asked to present a lighting scheme.
- ii) To provide an update on the use of Kimpton Recreation Ground by different clubs and community groups
 Men and ladies' teams play at the Recreation Ground with two games played on a Sunday. Various team members have painted the dug outs and carried out pitch line marking. The informal approach of allowing other teams use of the facilities is to be addressed.
 A discussion took place on the merits of the parish council taking control of the pavilion and pitch commencing 1st April 2022. A detailed budget of estimated pitch hire income and expenditure on the pavilion and pitch to be drawn up plus an estimation on the number of officer hours required.
 This item will be on the agenda for the next council meeting.
- h) Staffing Committee
 Items arising from the Staffing Committee held on Tuesday 21st September.
 None, Minutes noted.

21/091

To consider a defibrillator at Peters Green

A grant application has been made to NHDC to support the request from residents at Peters Green to install a defibrillator in the red phone box outside The Bright Star PH, total cost £1,720.00. KPC is asked to consider making a financial contribution towards this project.

Resolved, proposed Cllr Burns, seconded Cllr Firth to approve £300 towards the defibrillator and for Kimpton Parish Council to take on maintenance responsibilities. Unanimously agreed.

Peters Green Village Hall Trust will also contribute, expected to be £300.

21/092

Bus shelter, Blackmore End

To consider actions to be taken after identification of asbestos, Chrysotile, in the cement boards.

Resolved, proposed Cllr Reavell, seconded Cllr Firth to approve expenditure up to £500 to cover a site report on what actions need to be taken by the parish council. Unanimously agreed.

21/093

Dog bins

- i) [To review the number and location of dog bins in the parish.](#)
This item was deferred until the meeting being held on 27th October.
- ii) [Proposal to add a new dog bin between Hall Lane and Probyn Close](#)
Resolved, proposed Cllr Marsh, seconded Cllr Firth to approve expenditure up to £300 for a new bin and to add this bin to the annual service contract. Unanimously agreed.
- iii) Delegated power – Parish Clerk purchased a double capacity dog bin for Parkfield Sports Ground car park due to regular overflowing bin. The replacement bin has been reallocated to the entrance by Hitchin Road. A new dog bin has been added to the service contract.
Approved.

21/094

Reports to the Council

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

Cllr R Thake advised the meeting that a new Area Highway Manager is in the process of being recruited. This will delay the implementation of the proposed 20mph scheme for Kimpton village.

Cllr J Bishop raised three matters:

- A resident concerned about the behaviour of cyclists on the public rights of way at Blackmore End. Kimpton Bench Working Party offered to put up more signage on the permissive footpath.
- Save the White Horse repair notice to NHDC officers will be followed up.
- Cllr Bishop will not be standing for election in May 2022 for the conservatives but may consider standing as an independent. Cllr Bishop was thanked for his service to the community.

21/095

Finance

- a) [To authorise payments](#) made in accordance with the budget and note [receipt of income](#)
- b) [To receive budget report](#)
- c) [To receive bank reconciliation](#)
- d) To consider price quotations, charges and grant requests
 - i) National Allotment Association membership - £55 pa less 10% discount
- e) [Annual Governance and Accountability Return year end 31 March 2021](#)
To note Section 3 External Auditor Certificate from PKF Littlejohn LLP dated 26/08/21 and completion of audit
Proposed, Cllr Firth, seconded Cllr Marsh to note/approve agenda items a) to e). Unanimously agreed.

21/096

Kimpton Parish Council

- a) To approve policy documents:
 - i) [Personal Data Breach Procedure](#)
Resolved, proposed Cllr Burns, seconded Cllr Reavell to approve the personal data breach procedure. Unanimously agreed.
- b) To review the application to NHDC to register The Boot PH as an asset of community value.

The Boot PH nomination for listing as an Asset of Community Value has been approved by NHDC, decision date 9th September 2021.

21/097

Clerk's Report

Items for information only

The Clerk has applied for s106 money to cover the supply cost of the table tennis table £2,345. There is £5,455 outstanding.

21/098

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 27th October.

- Table tennis table surfacing
- Parkfield Sports Ground design

Committee and Working Party Meetings

Tues 5th October

Allotments WP

Wed 6th October

Financial Control WP

Thurs 7th October

Public Spaces and Playgrounds WP

Tues 2nd November

Kimpton Christmas Market

Meeting closed at 22.06.

Chairman

Date.....