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**Minutes of Kimpton Parish Council Meeting  
held on Wednesday 28<sup>th</sup> September 2022  
Kimpton Memorial Hall at 7.30 pm**

**Present:** Cllr A Firth (Chairman), Cllr S O'Brien, Cllr G Durrant, Cllr J Marsh, Cllr I Pegrum, Cllr C Procter

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

**22/088**

**Apologies**

To receive and accept apologies for absence

Cllr N Jackman and Cllr D Reavell due to work commitments. District Cllr Muncer forwarded his apologies to the parish council.

**22/089**

**Declarations of Interest**

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

**22/090**

**Minutes**

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 20<sup>th</sup> July 2022

**Resolved,** proposed Cllr J Marsh, seconded Cllr S O'Brien that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

**22/091**

**Public Issues**

Members of the public and councillors can raise matters of concern

Mr S Sammons addressed the council, as a Governor of Kimpton Primary School, to inform the meeting that the school is developing a Marketing Plan to encourage more pupils to join the school. There are places throughout the age groups. The plan will inform the community about the successful Ofsted inspection and excellent schooling available within a supportive community. County Cllr R Thake has agreed £500 grant to the school from his locality budget.

**22/092**

**Planning**

a) To receive a planning report on applications and decisions

Agreed to forward a comment of 'no comments' for all planning applications specified with the exception of:

Planning Application 22/02451/FP

Tallents Farm Cottage, Kimpton Bottom, Kimpton

Retention of field track

1. Councillors raised concerns on the safety of highway users due to the proposals and asked that due consideration be given to any recommendations contained within the Highways Report.
  2. Change of use from arable to residential within a Conservation Area.
- b) To review The Grange proposed planning application and gift of land for a community nature reserve  
Councillors considered the draft Masterplan for the proposals and the features on the land being offered to the community. In principle the council is in support but requests that a financial plan for maintenance be drawn up. The council to enter into talks with the applicant with an initial site visit to be organised.

**22/093**

**Reports from Working Parties and Committees**

- a) Bench Working Party – Mr B Finch  
To receive a report on activities. Noted, see attached.
- b) Christmas Market  
To receive a report. Noted, see attached.
- c) Highways and Parking Working Party  
To receive a report and approve next stages in community consultation  
Hertfordshire County Council is proposing a 20mph area within Kimpton with the objective that introducing a lower speed limit will thereby reduce the likelihood of injury accidents whilst creating an environment which encourages more walking and cycling. HCC will undertake community consultation this year, with 700 properties that will be affected. This consultation exercise is the first part of a two-stage process. Comments received from residents and businesses will help finalise the proposal prior to the next stage, scheduled spring 2023. Alternatively, HCC may decide not to pursue the 20mph proposal any further. The council approved the proposal plan and drafted consultation letter.
- d) Pavilion Working Party  
To receive a report and agree the next stages  
The project working party has met to go through the design brief and project programme, see attached. It was agreed to use the Kimpton Pavilion Design Report, produced by Louis de Soissons, within community consultation on the project.  
**Resolved**, proposed Cllr I Pegrum, seconded Cllr S O'Brien to approve up to £5,000 for professional fees. Unanimously agreed.
- e) Public Spaces and Playgrounds Working Party
- i) To consider and agree recycling bin at Recreation Ground  
F & R Cawley Ltd General Commercial Waste Cart 1100. To have this bin serviced is £18.43 plus VAT with any waste weight over 65kg charged at 21p per kg. Rolling 12-month contract with a collection fee, tbc, should we break the contract. Suggest servicing every two weeks which can be altered at any time. All waste is recycled.  
This proposal was not supported by the council with the Clerk requested to find alternative solution, if possible. Otherwise, users of the pavilion to take away their rubbish.

**22/094**

**Reports to the Council**

- To receive reports from representatives on outside bodies, local authorities and agencies
- a) North Herts Council – changes to waste collection frequency. The Clerk to place a post on the KPC website advising residents of the consultation.
  - b) District Cllr Ralph Muncer, report attached. Noted with specific reference to planning application number 22/00982/FP Greenveldt, being called in.

**22/095**

**Finance**

- a) To authorise payments made in accordance with the budget

- b) To note receipts
- c) To receive budget report
- d) To receive bank reconciliation  
**Resolved**, proposed Cllr A Firth, seconded Cllr G Durrant to note/approve agenda items a) to d). Unanimously agreed.
- e) To agree an additional bank signatory for Unity Trust Bank, Barclays Bank and CCLA  
**Resolved**, proposed Cllr A Firth, seconded Cllr S O'Brien to add Cllr N Jackman as a signatory for Unity Trust Bank, Barclays Bank and CCLA. Unanimously agreed.
- f) To consider price quotations, charges and grant requests
  - i) Hedge trimming.  
**Resolved** proposed Cllr S O'Brien, seconded Cllr A Firth to approve a quote of £300. Unanimously agreed.

**22/096**

**Twinning**

To consider a request from the mayor of Chilleurs-aux-Bois's to twin with Kimpton

Councillors considered the kind approach by the Mayor and decided that as Kimpton already had a twinning arrangement with Schonemark, Germany it therefore did not wish to proceed with a twinning arrangement with another overseas village.

**22/097**

**Clerk's Report**

Items for information only

None.

**22/098**

**Next Meeting**

Date of next meeting Wednesday 26<sup>th</sup> October 2022 and items for the agenda  
Cllr C Procter forwarded her apologies for this meeting.

Items for the agenda

- Pavilion Project
- Kimpton Grange Masterplan
- Grant application from Kimpton Primary School
- External Audit Report

**22/099**

**Exclusion of Press and Public**

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of agenda item 22/100 as publicity would be prejudicial to the public interest due to confidential nature of the business to be transacted, namely staff matters.

**Resolved**, proposed Cllr A Firth, seconded Cllr I Pegrum to exclude press and public. Unanimously agreed.

**22/100**

**Staff matters**

To review annual staff appraisal and development

**Resolved**, proposed Cllr A Firth, seconded Cllr I Pegrum to approve the notes of the discussion by the Staffing Committee held on Monday 12<sup>th</sup> September and to increase the Clerk' salary from SCP32 to SCP34 with effect from 1<sup>st</sup> September 2022. Unanimously approved.

Meeting closed at 8.55pm