



**Minutes of Kimpton Parish Council Meeting  
held on Wednesday 25<sup>th</sup> January 2023  
Kimpton Memorial Hall at 7.30 pm**

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

**In attendance:** Mrs C Helmn, Parish Clerk, District Cllr R Muncer (virtually), Mr William Taylor Welwyn and Hatfield Group, Volunteer Community First Responder and 11 members of the public.

**23/001**

**Apologies**

To receive and accept apologies for absence.

Cllr C Procter will be a few minutes late. County Cllr R Thake.

**23/002**

**Interests**

a) To receive declarations of interest from councillors on items on the agenda  
Cllr N Jackman on agenda item 23/007 b) ii) as a member of Kimpton Players.

b) To receive written requests for dispensations for declarable interests; and  
Cllr N Jackman as a member of Kimpton Players.

c) To grant any requests for dispensation as appropriate  
Kimpton Parish Council approved Cllr N Jackman to take part in discussions  
and vote on matters relating to Kimpton Players until the next election.

**23/003**

**Minutes**

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 25<sup>th</sup> November 2022 as an accurate record of proceedings.

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

19.37 Cllr C Procter arrived.

With the Council's permission, agenda item 23/006 was brought forward.

**23/004**

**Public Issues**

Members of the public and councillors can raise matters of concern.

None.

**23/005**

**Planning**

To receive a planning report on applications and decisions

See attached.

**23/006**

**First Responders**

To review first responders for Kimpton and consider expenditure for equipment. Mr William Taylor gave a presentation on the work of the Welwyn Hatfield Community First Responders Group and demonstrated the set of equipment that each responder has with them. Their main duties are to give emergency care and resuscitation in the case of cardiac arrest or sudden collapse before the arrival of the emergency services. A community first responder is equipped with a defibrillator and additional emergency equipment to enhance the chances of

survival for the critically sick member(s) of our community. The group is manned by volunteers with all equipment funded by donations from local groups. The requested grant is to buy additional life-saving equipment for use in the local area with the objective that each responder has a full set of equipment and therefore does not have to share. There are five members of the group, plus a resident of Kimpton undergoing training, and 2 full sets of equipment. The cost of a full kit is £2,500, which includes the cost of a defibrillator.

**Resolved** proposed Cllr A Firth, seconded Cllr S O'Brien to approve a grant of £1,500 as Kimpton has 3 external defibrillators located outside Kimpton Primary School, Budgens and Parkfield Sports Ground and 1 internal defibrillator in the Memorial Hall, Peters Green has 1 external defibrillator located outside The Bright Star PH. All external defibrillators are unlocked. Unanimously agreed.

**23/007**

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

- a) Kimpton Bench Working Party – Mr B Finch  
To receive a report on activities. Noted.
- b) Christmas Market
  - i) To receive a report. Noted.
  - ii) To consider a complaint by Kimpton Players regarding the clash of date for Kimpton Christmas Market and Kimpton Pantomime. Hayley Vine, Chairwoman Kimpton Players read out a statement expressing frustration at the continued clash of dates and actions of the parish council.  
After a brief discussion Cllr N Jackman offered to host a meeting between members of Kimpton Players and members of the Christmas Market Working Party to further explore a workable solution to the dates for these events and will report back to council at the next meeting.
- c) Public Spaces and Playgrounds Working Party  
To receive and consider the quarterly Playground Inspection Reports. Noted.
- d) Kimpton Pavilion Working Party  
To receive an update on activities.  
Colin Heal, Project Manager is finalising the scope of works for a tender process to be undertaken in March. The Architect will provide updated plans and specifications following discussions with potential contractors, heating experts and electrical engineers. Mindful of the limited financial budget for the project, value engineering is being applied to all aspects of the revised layout as agreed by the council.  
Derek Lofty and Associates have been instructed to provide the required structural engineering design for the formation of a new window opening in the external wall of the above timber framed pavilion building, for the sum of £300 plus VAT.  
Copy documents from Hertfordshire Building Control from 2006 for the current pavilion of 100 PDF pages of drawings and plans, including the drainage layout, will be ordered at a cost of £101.04 plus VAT.  
A joint letter was received from Mr Ted Frith, Chairman of Dacre Room Trustees and Mr Simon Thompson, Chairman of Kimpton Memorial Hall CIO to reiterate to the council that the pavilion should not compete for bookings with these venues.

**23/008**

### **Reports to the Council**

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

District Cllr R Muncer, report attached and noted.

County Cllr R Thake forwarded a summary of the draft final results of the consultation exercise for the introduction of 20mph inside the village.

Early indications are that the response rate was c37% (quite high for 20 mph consultations) with c70% in favour of a 20mph zone, falling to c58% in favour of the 20 zone with traffic calming (speed cushions) in Claggy Road and High Street (western end). It was noted that the speed cushion solution is not 'universally' popular and that officers will be asked if other methods of self-policing control over speed are available.

The final figures will be forwarded to the parish council once received and the matter placed on the agenda for the next KPC meeting on Wednesday 22<sup>nd</sup> February.

23/009

#### 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 A Firth, seconded Cllr N Jackman to note/approve agenda items a) to d). Unanimously agreed.

**Resolved**, proposed Cllr A Firth, seconded Cllr N Jackman that Cllr I Pegrum be a signatory on Kimpton Parish Council Unity Trust Bank account, CCLA account and Barclays Bank account. Cllr D Reavell to be removed as a signatory from all council bank accounts. Unanimously agreed.

- e) To consider price quotations, charges and grant requests
  - i) Donations to Kimpton Primary School and Kimpton Pre-School  
**Resolved**, proposed Cllr C Procter, seconded Cllr A Firth to approve donations of £1,300 to Kimpton Primary School and Kimpton Pre-School from the surplus of Kimpton Christmas Market. Unanimously agreed.
  - ii) Grant application from Kimpton Autumn Show  
**Resolved**, proposed Cllr S O'Brien, seconded Cllr A Firth to approve a grant of £200. Kimpton Parish Council to offer to place the brochure print order with HelloPrint. Unanimously agreed.
  - iii) Replacement dead end sign on The Green  
A quote of £174.28 was received. It was agreed that volunteers from Kimpton Bench Working Party will refurbish the current sign. Councillors expressed their appreciation.
  - iv) Shutter replacement for Recreation Ground pavilion  
Quote of £7,820 plus VAT received.  
**Resolved**, proposed Cllr C Procter, seconded Cllr I Pegrum to approve expenditure up to £7,820 plus VAT for the replacement of four shutters. Clerk to seek quote from a local contractor for comparison purposes. Unanimously agreed.
- f) To consider and approve Internal Financial Controls dated 25 January 2023  
**Resolved**, proposed Cllr A Firth, seconded Cllr N Jackman to approve the revised Internal Financial Controls, Unanimously agreed.
- g) To agree to remain in the LGPS Parish and Town Council Pool  
**Resolved**, proposed Cllr A Firth, seconded Cllr S O'Brien to approve that Kimpton Parish Council remains in the Parish and Town Council Pooling Arrangement. Unanimously agreed.

23/010

#### Permissive path at Coopers Hill

To approve a letter to be sent to the owners of land at Coopers Hill requesting that a permissive path be created from Coopers Hill to Porters End Lane. The benefits of a safe cycle route from Kimpton to Katharine Warrington School, Harpenden were acknowledged by the council.

**Resolved**, proposed Cllr A Firth, seconded by Cllr S O'Brien to send an introductory letter to the owners of land at Coopers Hill to progress this initiative. Unanimously agreed.

**23/011**

**Clerk's Report**

Items for information only

Parish Councillors were asked for ideas to commemorate King Charles III Coronation.

Cllr D Reavell has sent a letter of resignation dated 25<sup>th</sup> January, with immediate effect to Cllr A Firth, Chairman of Kimpton Parish Council. The Parish Clerk will inform North Herts Council of the vacancy and, should a poll not be requested, the vacancy will be filled through co-option.

Project Groundwater is a partnership project, funded by Defra as part of the £150 million Flood and Coastal Resilience Innovation Programme and managed by the Environment Agency to develop and test new approaches to resilience tailored to local communities. They aim to transform how communities prepare and respond to groundwater flooding; Kimpton is one of the communities they will be working to support.

A Community Readiness Survey has been launched to find out about current levels of knowledge and concern around groundwater flooding in Kimpton. They will use these results to plan collaborative work with residents and businesses on groundwater flooding in our local area. The team will be coming to Kimpton on Wednesday 22<sup>nd</sup> February to carry out face to face community engagement by attending the coffee break of Kimpton Bench Working Party and by talking to customers of Budgen store.

**23/012**

**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 22<sup>nd</sup> February 2023

- Report on the meeting between members of Kimpton Players and Kimpton Christmas Market Working Party
- Update on Kimpton Pavilion Refurbishment Project
- Results of the community survey on the proposal for 20mph speed limit inside Kimpton

The meeting closed at 9.15 pm.

**Chairman** .....

**Date**.....