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**Minutes of Kimpton Parish Council Meeting
held on Wednesday 26th April 2023
Kimpton Memorial Hall at 7.30 pm**

Present: Cllr A Firth (Chairman), Cllr S Amexheta, Cllr S O'Brien, Cllr I Pegrum, Cllr C Procter (late arrival)

In attendance: Mrs C Helmn, Parish Clerk, District Cllr R Muncer, County Cllr R Thake and 4 members of the public.

23/038 Apologies

To receive and accept apologies for absence.
Cllr C Procter advised that she would be arriving at 7.35pm.

23/039 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.

23/040 Co-option

To review applications for the vacancy of Kimpton Parish Councillor
Resolved proposed Cllr S O'Brien, seconded Cllr G Durrant to co-opt David Brockway to Kimpton Parish Council. Unanimously approved. The Declaration of Acceptance of Office will be signed before he takes office and Register of Interests form will be sent for completion and returned to North Herts Council.

23/041 Minutes

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 22nd March 2023 as an accurate record of proceedings.

Resolved, proposed Cllr A Firth, 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.

23/042 Public Issues

Members of the public and councillors can raise matters of concern.
None.

23/043 Planning

To receive a planning report on applications and decisions
See attached for agreed comments.

23/044 Reports from Working Parties and Committees

- a) Kimpton Bench Working Party – Mr B Finch
To receive a report on activities; see attached.
- b) Kimpton Rights of Way
To receive a report; see attached.

- c) Public Spaces and Playgrounds
 - i) Quarterly inspection report; Recreation Ground, Wren Close Reports were reviewed and the following remedial works to be completed by Bench Working Party – paint swings in Recreation Ground, level area behind the swings
 - ii) Pavilion Refurbishment Project – to review tenders and agree appointment of contractor
Resolved: As recommended by the Pavilion Refurbishment Working Party, the council approved the use of a shortlist of contractors for going out to tender and not go out to public contract. Unanimously approved.
 Two tenders were received against the schedule of works from a shortlist of six contractors. The lowest tender has been reviewed in detail and offers good value for money. It is valid for 90days. External grant applications have been submitted to the Football Foundation, Bedfordshire & Luton Community Trust, National Lottery and North Herts Council. County Cllr R Thake pledged his support through the Locality Budget Scheme. Clerk to apply. There is a shortfall of around £14,000 with approaches for commercial sponsorship to be made. Council to review the outcome of grant applications, where known, at the next council meeting being held on Wednesday 24th May.

23/045

Reports to the Council

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

- a) County Cllr R Thake - 20mph speed limit within Kimpton Village. Results of public consultation and further actions
 As the village does not experience speeding of sufficient danger for core highway funding, Cllr Thake has allocated £29,500 from his Highways Budget for the design and signage requirements to implement the 20mph proposal. Phase 2 of the planning will attempt to ameliorate the concerns raised by residents on the use of speed cushions and would prefer that the traffic is slowed by other measures.
 All incidents of local highway flooding, for example at the junction of High Street and Church Lane, should be reported in order to evidence the extent of the problem.
- b) District Cllr R Muncer – see attached report. A discussion was held regarding fly tipping that is taking place in the rural lanes and is being removed by local farmers. Items from drug factories that have been found on at least 10 occasions. The police data is not representative of the extent of the fly tipping. The new Hitchin community police sergeant and PCSO Heather Burrows will be holding a police surgery at the Dacre Rooms on Friday morning.

23/046

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 S O'Brien, seconded Cllr N Jackman to authorise and note reports for agenda items a) to d). Unanimously approved.
- e) To consider price quotations, charges and grant requests
 - i) Kimpton Players Grant Application; CAD, 2021 Accounts, 2022 Accounts
 Dermot McCarthy gave a detailed presentation to the council on the condition of the fabric of the Players Hut and the budget required for replacement of the building. The rebuild project has now been split into two phases with a

planning application being submitted to North Herts Council. County Cllr Thake pledged financial support of £500 through the Locality Budget Scheme.

Resolved to review this grant application once the planning approval has been received. Unanimously agreed.

- f) To review the Internal Audit Summary and Year End Internal Audit Observations

Resolved, proposed Cllr S O'Brien, seconded Cllr N Jackman to note the Internal Audit Summary and Observations. Unanimously agreed.

- g) To receive the Annual Internal Audit report 2022/23

Resolved, proposed Cllr S O'Brien, seconded Cllr N Jackman to note the Annual Internal Audit Report 2022/23. Unanimously agreed.

- h) To approve the Kimpton Parish Council Statement of Accounts 2022/23

Resolved, proposed Cllr S O'Brien, seconded Cllr N Jackman to approve KPC Statement of Accounts 2022/23, see attached. Unanimously agreed.

- i) To approve AGAR Section 1 Annual Governance Statement 2022/23

Resolved, proposed Cllr S O'Brien, seconded Cllr N Jackman to approve Section 1 AGAR. Unanimously agreed.

- j) To approve AGAR Section 2 Accounting Statements 2022/23

Resolved, proposed Cllr S O'Brien, seconded Cllr N Jackman to approve Section 2 AGAR. Unanimously agreed.

- k) To approve the dates for the Period for the Exercise of Public Rights of Monday 12th June to Friday 21st July 2023 and to confirm the date the Notice is to be published on the Council's website.

Resolved, proposed Cllr S O'Brien, seconded Cllr N Jackman that the period for the exercise of public rights will be Monday 12th June to Friday 21st July and that the notice is published on Friday 9th June. Unanimously agreed.

23/047

Damage wall by Church Lane

To review proposed actions following the collapse of a section of the wall and consider quotes for works

This item was deferred waiting for further costing information to be submitted.

23/048

Clerk's Report

Items for information only

Casual Tai Chi gatherings may be taking place on occasional Saturday mornings 09.30 to 10.30 on the lower Recreation Ground starting in May.

23/049

Date of next Kimpton Parish Council Meeting and items for the agenda

To note that the Annual Parish Council Meeting will be held on Wednesday 24th May 2023

Noted. Items for discussion

- To receive an update on external funding applications for Kimpton Pavilion Refurbishment Project

22/050

Date of Annual Parish Meeting

To note that the Annual Parish Meeting will take place after the Annual Parish Council meeting on Wednesday 24th May at approximately 9.00pm
Noted.

The meeting closed at 9.07pm.