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**Minutes of Kimpton Parish Council Meeting  
held on 28<sup>th</sup> June 2023  
Kimpton Memorial Hall at 7.30 pm**

**Present:** Cllr S Amexheta, Cllr D Brockway, Cllr A Firth (Chairman), Cllr G Durrant, Cllr N Jackman, Cllr S O'Brien

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

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- 23/068 Apologies**  
To receive and accept apologies for absence.  
Cllr I Pegrum due to family commitments.  
Cllr C Procter has resigned from the parish council, for family reasons, with effect from today. She was thanked by councillors for her contributions to discussions at council meetings and for her community project work over the past five years.
- 23/069 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.
- 23/070 Minutes**  
To confirm the Minutes of Kimpton Parish Annual Council Meeting held on Wednesday 24 May 2023 as an accurate record of proceedings.  
**Resolved**, proposed Cllr S Amexheta, seconded Cllr A Firth that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.
- 23/071 Council Documents**  
To consider, review and agree council policies and documents:  
a) Child, Young People and Vulnerable Adults Protection Policy  
**Resolved**, proposed Cllr S O'Brien, seconded Cllr D Brockway to approve the above policy. Unanimously agreed.
- 23/072 Public Issues**  
Members of the public and councillors can raise matters of concern.  
None.
- 23/073 Planning**  
a) To receive a planning report on applications and decisions  
See attached for agreed comments.
- 23/074 Reports from Working Parties and Committees**  
a) Kimpton Allotment Working Party

To receive a report. Noted, see attached.

**b) Kimpton Bench Working Party – Cllr G Durrant**

To receive a report on activities, see attached.

**c) Environment Working Party**

Parkfield Meadow - To receive a report on the proposals for Parkfield Meadow, results of community consultation and agree expenditure. See attached for details of the scheme.

In compliance with Natural Environment and Rural Communities Act 2006 Act s40, Kimpton Parish Council is supporting this project to further the general conservation and enhancement of biodiversity within the parish. Sue Davies presented a petition signed by 19 residents supporting the proposals with one neighbour objecting. See attached feedback from residents.

Sue suggested that the trees on Parkfield be lifted to create a view through and informed the meeting that paths will be mown. It will be a gradual process of introducing flowers and grasses in accordance with the planned scheme. Several residents have offered help and support.

**Resolved**, proposed Cllr S O'Brien, seconded Cllr D Brockway to approve the development of Parkfield Meadow in accordance with the proposals circulated and to approve expenditure up to £1,000. Unanimously agreed.

**d) Public Spaces and Playgrounds**

Pavilion Refurbishment Project – To review external funding applications, approve specification and appoint contractor.

External Funding Applications:

1. North Herts Council, Community Fund. Southern Rural forum recommended £1,000 and waiting for formal approval process to be completed
2. Hertfordshire County Council, Locality Budget £1,000 has been received
3. Response from National Lottery Community Fund regarding our application for £10,000 is due imminently.
4. Our Expression of Interest application for the Community Ownership Fund was successful and therefore a full grant application to the fund will be submitted by the deadline of Wednesday 12<sup>th</sup> July with input from Colin, Heal Project Manager.

The revised layout of the pavilion removes the changing rooms, showers and referee room. The 'community space' at the east end proposed use as a fitness studio, retain the present kitchen and hall, retain toilets with storage at the west end for community event equipment, see layout attached.

Councillors forwarded some ideas for community uses of the kitchen and hall. The Clerk will have discussions with Kimpton FC and explore opportunities for renting out the kitchen and hall space and the storage space.

**Resolved**, proposed Cllr S O'Brien, seconded Cllr D Brockway to approve the reduced scope pavilion layout and for an application to the Community Ownership Fund to be made. Unanimously agreed.

**23/075**

**Reports to the Council**

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

District Cllr Muncer reported that a North Herts Council decision on planning application 22/02675/FP for Kimpton Grange is due 31st July 2023 once receipt of comments from Hertfordshire County Council as Lead Flood Authority. Cllr Muncer has participated in a 'ride along' with the police and seen at first hand the fly tipping that occurs in the local area.

County Cllr R Thake will request an update from officers regarding the proposed 20mph speed scheme. Cllr Thake will make internal enquiries regarding the agreed pedestrian lighting scheme from Budgens to Wren Close using s106 contribution funding.

**23/076**

**Remembrance Parade**

To receive an update on the application for a road closure and traffic management arrangements

An order has been placed with LTM Design for the Traffic Management on Sunday 12<sup>th</sup> November and a traffic management plan completed, see attached. A Temporary Traffic Regulation Order (TTRO) application to Hertfordshire County Council has been accepted and is with Network Management for review. British Legion (Kimpton Branch) is holding a coffee morning at the Dacre Rooms on Friday 25<sup>th</sup> August and all monies raised will be gifted to Kimpton Parish Council as a contribution towards the above costs.

**23/077**

**Finance**

- a) To authorise payments made in accordance with the budget
- b) To note receipt of income
- c) To receive summary report of receipts and payments against budget
- d) To receive bank reconciliation

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

- e) To consider price quotations, charges and grant requests
  - i) Line marking for football pitch

**Resolved**, proposed Cllr D Brockway, seconded Cllr N Jackman to approve the quote from G Mark for £540 to set out the pitch and remark every 2-3 weeks throughout the 2023/24 season. Unanimously agreed.

**23/078**

**Clerk's Report**

Items for information only

**23/079**

**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 19<sup>th</sup> July 2023

County Cllr R Thake forwarded his apologies.

Christmas Market Working Party Monday 10<sup>th</sup> July, Parish Room, 7.30pm

The meeting was closed by the Chairman at 9.06pm.

**Chairman** .....

**Date** Wednesday 19<sup>th</sup> July 2023