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**Minutes of Annual Kimpton Parish Council Meeting
held on 24th May 2023
Kimpton Memorial Hall at 7.30 pm**

Present: Cllr S Amexheta, Cllr D Brockway, Cllr A Firth (Chairman), Cllr G Durrant, Cllr S O'Brien, Cllr I Pegrum,

In attendance: Mrs C Helmn, Parish Clerk, County Cllr R Thake, District Cllr R Muncer and 1 member of the public

- 23/051 Election of Chairman**
To elect a Chairman for the year 2023/24 and sign Declaration of Acceptance of Office
Resolved proposed Cllr S O'Brien, seconded Cllr S Amexheta to appoint Cllr A Firth as Chairman for the year 2023/24. Unanimously agreed. Cllr Firth signed the declaration of acceptance of office.
- 23/052 Election of Vice-Chairman**
To elect a Vice-Chairman for the year 2023/24 and sign Declaration of Acceptance of Office
Resolved proposed Cllr S Amexheta, seconded Cllr S O'Brien to appoint Cllr I Pegrum as Vice-Chairman for the year 2023/24. Unanimously agreed. Cllr I Pegrum signed the declaration of acceptance of office.
- 23/053 Apologies**
To receive and accept apologies for absence.
Cllr C Procter and Cllr N Jackman due to personal commitments.
- 23/054 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.
- 23/055 Minutes**
To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 26th April 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.
- 23/056 KPC Meeting Dates**
To fix dates and venues for Kimpton Parish Council meetings 2023/24
Noted, see attached. Working Party meeting dates and times to be confirmed.

23/057 Appointment of Representatives
To appoint representatives to serve on Committees, outside bodies and working parties and agree terms of reference.
Resolved to approve the representatives as attached.

23/058 Council Documents
To consider, review and agree council policies and documents:

- a) [Child and Vulnerable Adults Protection Policy](#)
- b) [Code of Conduct](#)
- c) [Complaints Procedure](#)
- d) [Data Protection Policy](#)
- e) [Disciplinary and Grievance Arrangements](#)
- f) [Environment Policy](#)
- g) [Equal Opportunities Statement and Policy](#)
- h) [Equality and Diversity Policy](#)
- i) [Financial Regulations](#)
- j) [General Privacy Notice](#)
- k) [General Reserves Policy](#)
- l) Grant Application Form
- m) [Grant Awarding Policy](#)
- n) [Health and Safety Policy](#)
- o) [Pensions Discretion Policy](#)
- p) [Publication Scheme](#)
- q) [Scheme of delegation to Committees and Clerk](#)
- r) [Standing Orders](#)
- s) [Training and Development Policy for Councillors and Officers](#)
- t) [Treasury and Investment Policy](#)

Resolved, proposed Cllr I Pegrum, seconded Cllr S Amexheta to approve the above policies and documents. Unanimously agreed.

23/059 Public Issues
Members of the public and councillors can raise matters of concern.

23/060 Planning

- a) To receive a planning report on applications and decisions
See attached for agreed comments.
- b) North Herts Council - Consultation on a revised Statement of Community Involvement Consultation on a revised draft SCI will take place between Thursday 11 May and Tuesday 27 June 2023 noon.
Noted. North Herts Council consult the Town, Parish and Community Councils within its area and in adjoining local authority areas where appropriate. The council will also encourage the Town and Parish Councils to use their own newsletters, magazines and notice boards to further publicise consultations for the local plan, supplementary planning documents (where relevant) and neighbourhood plans.

23/061 Reports from Working Parties and Committees

- a) Kimpton Allotment Working Party
To receive a report. Noted, see attached.
- b) Kimpton Bench Working Party – Mr B Finch
To receive a report on activities. Noted, see attached.
- c) Public Spaces and Playgrounds
 - i) Replacement of a toddler swing at Wren Close Play Area
Resolved proposed Cllr S O'Brien, seconded Cllr A Firth to approve expenditure of £210 plus VAT for the supply and fit of a replacement Wicksteed toddler swing at Wren Close Play Area. Unanimously approved.
 - ii) Parkfield Sports Ground environment proposals

Cllr D Brockway gave a verbal update on the hedgerow planting proposals as shown in the Countryside Management Services map for areas within Parkfield Sports Ground. The council agreed with the recommendations and to submit an Environment Grant Application to Hertfordshire County Council.

A proposal to introduce a wildflower area at the top of Garden Fields was supported subject to receipt of a layout design and endorsement from the community.

- iii) Pavilion Refurbishment Project – to review external funding applications and actions

Grant applications to the Football Foundation for £25,000 and to the Locality Budget Scheme for £1,000 have been successful. Decisions for grant applications to the National Lottery Community Fund and North Herts Council are due in June.

There is currently a potential shortfall of £36,000. Further approaches for commercial sponsorship will be made and the budget reviewed at the council meeting being held on 28th June.

23/062

Kimpton Remembrance Day Parade

To consider the requirements for a road closure, quote, views of the British Legion (Kimpton Branch) and community engagement

Mrs K Hills, Chairman British Legion (Kimpton Branch) explained that RBL National have clearly instructed branches that they are not to arrange a parade on the public highway. Kimpton Branch are keen to continue to have a parade in its previous format as it gives the village the opportunity to remember our war dead at the war memorial. Very importantly, it promotes Remembrance to the children of the village.

Resolved, proposed Cllr S Amexheta, seconded Cllr A Firth to approve a quote of £700 plus VAT for a traffic management scheme with 2 operatives and 2 vans for Sunday 12th November 10am to 11pm and to apply for a road closure to enable the Remembrance Day Parade to take place. Unanimously approved.

23/063

EV Charging Points in Kimpton

To receive a report on potential future Hertfordshire County Council grant funding for rural areas

HCC is preparing an expression of interest application to Central Government that will be submitted this week. HCC will include top slicing for delivery of charging points in rural areas and are working up a funding allocation model. By the end of June, HCC will know if they have been successful in securing £6million this financial year or next financial year. The team is busy preparing the way forward regarding the implementation of the project and will be producing a business case for early 2024.

23/064

Reports to the Council

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

- a) County Cllr R Thake.

The results of the community consultation show that there is strong support from residents for the introduction of a 20mph speed limit within Kimpton and therefore relevant traffic calming and signage is included in the Highway Locality Budget for 2023/24. However, people have indicated that they do not like the type or number of engineering features, such as speed tables, included in the proposal. Cllr Thake has requested that the engineering features included in the 20mph scheme are reviewed by officers to evaluate the effectiveness of each of the features on traffic speeds. The scheme must be self-policing with speeds under 25mph and officers have data to show the impact of different interventions.

The parish council agreed with the introduction of the minimum junction protection at the following:

- High Street and Lloyd Way
- High Street and Claggy Road
- High Street and Park Lane
- Claggy Road and Commons Lane

These will be included for investigation and consultation within 2024/25 Highway Locality Budget Scheme.

Cllr R Thake will include a speed and volume study at Kimpton Bottom within his Highway Locality Budget.

The parish council support the installation of Glasdon Gateway signs, with the village name and a speed sign, at Kimpton Bottom and Peters Green.

Despite strong representation it was extremely disappointing that Hertfordshire County Council has been unable to accommodate a change in the terms of the lease agreement with Kimpton Pre-School to enable children's parties to take place at weekends.

- b) District Cllr R Muncer. The Local Government Boundary Commission, an independent body, has published its report into the electoral boundaries in North Hertfordshire. It has reviewed North Hertfordshire to make sure councillors will represent about the same number of electors, and that ward arrangements will help the council work effectively. Government will be asked to approve these changes so from May 2024 elections, Kimpton parish will be part of a new two-member ward called 'Codicote and Kimpton'.

23/065

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 I Pegrum to note/approve agenda items a) to d). Unanimously agreed.

- e) To consider price quotations, charges and grant requests
None.

23/066

Clerk's Report

Items for information only

None.

23/067

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 28th June 2023

Cllr I Pegrum, County Cllr R Thake and District Cllr R Muncer tendered their apologies.

- To review the tenders for the Kimpton Pavilion Refurbishment Project

Cllr S Amexheta tendered her apologies for the council meeting being held on Wednesday 19th July.

The meeting was closed by the Chairman at 9.15 pm.

Chairman

Date Wednesday 28th June 2023