



**Minutes of Kimpton Parish Council Meeting
held on 27th March 2024
Kimpton Memorial Hall at 7.30 pm**

Present: Cllr A Firth, Cllr S Amexheta, Cllr S Davies, Cllr G Durrant, Cllr N Jackman, Cllr S O'Brien, Cllr I Pegrum

In attendance: Mrs C Helmn, Parish Clerk, and no members of the public.

- 24/028 Apologies**
To receive and accept apologies for absence.
District Councillor Ralph Muncer and County Cllr R Thake.
- 24/029 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.
- 24/030 Co-option**
To review applications for the vacancy of Kimpton Parish Councillor
Resolved, proposed Cllr A Firth, seconded Cllr G Durrant to co-opt Simon Davies. Unanimously agreed. Cllr S Davies duly signed the Declaration of Acceptance of Office and was welcomed to the council.
- 24/031 Minutes**
To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 21st February as an accurate record of proceedings.
Resolved, proposed Cllr G Durrant, 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.
- 24/032 Public Issues**
Members of the public and councillors can raise matters of concern.
None.
- 24/033 Planning**
To receive a planning report on applications and decisions
Kimpton Parish Council had no comment to make on current planning applications received.
- 24/034 Reports from Working Parties and Committees**
a) Allotments
All plots are taken for 2023/24.
b) Kimpton Bench Working Party – Cllr G Durrant
To receive a report on activities. Noted.
c) Pavilion Refurbishment – Colin Heal, Project Manager

- i) To receive a report on the refurbishment project
The Project Manager has drafted a snagging list for Stellar Developments Ltd and will be monitoring its completion. Interim Certificate 3 has been authorised and will be paid on 2nd April. We are extremely grateful to Jarvis Construction for providing materials and labour to complete the external painting of the pavilion. Works will commence on Tuesday 2nd April and will take 7-10 days. imPROfit are setting up this weekend and will be fully operating week commencing 8th April.
The tenants will be fitting out the coffee shop during April and will commence operating in May.
 - ii) To consider arrangements for end of project and budget
Invitations have been issued with 12 acceptances to date.
Resolved, proposed Cllr S O'Brien, seconded Cllr A Firth to approve expenditure up to £200 for refreshments. Unanimously agreed.
 - iii) To consider a monthly plan for internet connection
EE WiFi £30 per month unlimited business plan
Resolved, proposed Cllr I Pegrum, seconded Cllr S O'Brien to approve the expenditure for WiFi in The Pavilion. Unanimously agreed.
 - iv) To agree expenditure for a baby changing unit, partition wall cladding and splashbacks for sinks and hand driers and other essential fixtures
Resolved, proposed Cllr I Pegrum, seconded by Cllr S O'Brien to approve expenditure up to £1,100. Unanimously agreed.
- d) Public Spaces and Playgrounds
- i) Inspection Reports for Recreation Ground and Wren's Close. Noted.

24/035

Reports to the Council

To receive reports from representatives on outside bodies, local authorities and agencies.
None.

24/036

Hedgehog Highway Project

To review and consider council support.
After discussion on the national project, it was agreed that our local needs are served by Hornbean Wood Hedgehog Sanctuary in Harpenden that rehabilitates wild hedgehogs and orphaned baby hoglets that are sick, injured, or underweight. It also offers comprehensive advice to residents on how to support and look after hedgehogs.

24/037

Recreation Ground

- a) To consider the results of community consultation on installing fencing around the children's playground and agree actions.
There were 41 responses with many providing supporting comments.
Fence in the play area at the Recreation Ground:
Yes 26
No 15
The council adopted the results of the survey with consideration being given to the rural open location and the appropriate materials for a fence. The Parish Clerk will research RoSPA guidelines for a wood fencing with a hedge to provide an adequate barrier that is compliant with the regulations.
- b) To consider use of grass matting for vehicle parking at the top of the ground
Although the rubber product was thought to be appropriate for the area, the council agreed that they wished to review all aspects of the Recreation Ground before committing expenditure for this aspect. This matter will be included in further reports for consideration.
- c) To consider use of tarmac on the access road
This was agreed in principle subject to prices being offered.

- 24/038 Bus Shelter Artwork Display**
To review artwork supplied by Kimpton JMI School for display in the bus shelter located outside the school.
Resolved Permission was granted by Kimpton Parish Council for the bus shelter to be used for this purpose. Unanimously agreed.
- 24/039 Defibrillator**
To review location of a defibrillator at Blackmore End and agree actions.
See attached report. Noted.
- 24/040 Groundwater levels**
To review Kimpton Local Action Groundwater Plan and actions by Hertfordshire County Council, North Herts Council, Environment Agency and Thames Water
Weekly multi-agency meetings have been held, organised by Hertfordshire County Council. North Herts Council are taking daily readings of the groundwater levels recorded in the Claggy Road sump and the Environment Agency record levels in the Lilley Bottom Borehole. These are being mapped against previous years to build up a database for future reference. Hertfordshire Highways will be cleaning out the surface water drainage system in Claggy Road, from Claggy Cottage to the High Street, High Street from Lloyd Way, Park Lane, Dacre Crescent, Parkfield Crescent and Hitchin Road. Notes of meetings attached.
- 24/041 Community Events**
To consider granting permission for use of The Green, Recreation Ground and Garden Fields for Kimpton May Festival, Kimpton Folk Festival and Kimpton Christmas Market.
Resolved, proposed Cllr A Firth, seconded Cllr S Amexheta to approve the use of council land for these community events. Unanimously agreed.
- 24/042 Finance**
a) To authorise payments made in accordance with the budget
b) To note receipts
c) To receive summary report of receipts and payments against budget
d) To receive bank reconciliation
Resolved, proposed Cllr A Firth, seconded Cllr S O'Brien to authorise, note and receive the above a) to d). Unanimously agreed.
e) To consider price quotations, charges and grant requests
i) Road speed sign at Kimpton Bottom.
This matter to be an agenda item for the KPC meeting being held on Wednesday 24th April.
ii) Repair to cricket outfield. This item was deferred.
iii) Grass maintenance schedule 2024
Resolved, proposed Cllr A Firth, seconded Cllr S O'Brien to approve the grass maintenance schedule, see attached. Unanimously agreed.
f) To approve regular payments for 2024/25 in accordance with the budget
Resolved, proposed Cllr A Firth, seconded Cllr S O'Brien to approve regular payments as detailed in the attached schedule. Unanimously agreed.
g) To approve the dates for the Period for the Exercise of Public Rights of Monday 3rd June to Friday 12th July 2024 and to confirm the date the Notice is to be published on the Council's website.
Resolved to approve the dates above. Unanimously agreed.
h) To note that Kimpton Parish Council has been selected for intermediate review by PKF Littlejohn for the 2023/24 reporting year. Noted.
- 24/043 Clerk's Report**
Items for information only
None.

24/044

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 24th April 2024 and receive suggestions for the agenda

- Road speed signs

There being no further business, the meeting was closed at 9:15pm.

Chairman

Date Wednesday 24th April 2024