



**Minutes of Kimpton Parish Council Meeting  
held on 24<sup>th</sup> April 2024  
Kimpton Memorial Hall at 7.30 pm**

**Present:** Cllr A Firth, Cllr S Amexheta, Cllr S Davies, Cllr G Durrant, Cllr S O'Brien  
**In attendance:** Mrs C Helmn, Parish Clerk, County Cllr R Thake and 2 members of the public.

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**24/045 Apologies**

To receive and accept apologies for absence.  
Cllr N Jackman and Cllr I Pegrum due to work commitments.  
District Cllr R Muncer.

**24/046 Interests**

- a) To receive declarations of interest from councillors on items on the agenda  
Cllr S Amexheta declared an interest in agenda item 24/054 as previous tenant of the land.
- b) To receive written requests for dispensations for declarable interests; and
- c) To grant any requests for dispensation as appropriate

**24/047 Minutes**

To confirm the Minutes of Kimpton Parish Council Meeting held on Wednesday 27<sup>th</sup> March as an accurate record of proceedings.  
**Resolved**, proposed Cllr S Amexheta, seconded Cllr G Durrant that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

**24/048 Public Issues**

Members of the public and councillors can raise matters of concern.  
Significant potholes around Peters Green are causing a hazard to motorists and cyclists.

**24/049 Planning**

To receive a planning report on applications and decisions  
24/00797/FP Land at 51 Beech Way  
Kimpton Parish Council considered that the proposal of an additional 3-bedroom detached dwelling at this location is out of keeping with the area. The dwelling is not set back from the road, as are other properties in Beech Road, and is overdevelopment of the site.  
KPC recommend refusal.  
Kimpton Parish Council had no comment to make on other current planning applications received, see attached.

**24/050 Reports from Working Parties and Committees**

- a) Allotments.  
Due to inclement weather only one allotment tenant showed up for the April working party meeting and therefore matters were deferred until May.
- b) Kimpton Bench Working Party – Cllr G Durrant  
To receive a report on activities. Noted, see attached.

- c) Pavilion Refurbishment – Colin Heal, Project Manager  
To receive a report on the refurbishment project  
A snagging list has been created and is being reviewed with Stellar Developments Ltd.

**24/051 Reports to the Council**

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

Hitchin Rural Police Report. Noted, see attached.

**24/052 Recreation Ground**

To consider the draft management plan

See attached. Kimpton Bench Working Party has kindly agreed to undertake some of the maintenance items.

**Resolved**, proposed Cllr A Firth, seconded Cllr S Amexheta to approve an application for a T bar at the entrance to the Recreation Ground. Unanimously agreed.

**24/053 Defibrillator**

To review location of a defibrillator at Blackmore End, review fund raising and agree council expenditure

See report attached. £1,455.34 was raised through contributions from residents at Blackmore End and forwarded as a donation to Kimpton Parish Council.

County Cllr R Thake offered to support this initiative through his Locality Budget. Parish Clerk to apply for £200.

Quote £1,896 for Lifeline with Rotaid cabinet plus £275 installation cost.

cPAD Hosting agreement to be completed between Stephen Dorey (the host) and Community Heartbeat Trust jointly with Kimpton Parish Council (the cPAD scheme).

**Resolved** proposed Cllr S Amexheta, seconded by S O'Brien to approve the supply and installation of this defibrillator. Clerk to liaise with Cllr S Davies regarding in person training by Community Heartbeat Trust. Unanimously agreed.

**24/054 Public Right of Way**

To consider the request for an application to be made for the addition of a path from High Street to Public Bridlepath 34 to the right of way network

Mr T James presented compelling reasoning for a public right of way to be established on the east side of 'Ron Hyde Gap' as this path has been used continuously for more than 20 years. Councillors considered that there is sufficient evidence from residents to support an application to be made to Hertfordshire County Council, Rights of Way. Clerk to action.

**24/055 Groundwater levels**

To review Kimpton Local Action Groundwater Plan and actions by Hertfordshire County Council, North Herts Council, Environment Agency and Thames Water Multi-agency meetings are taking place weekly to review the groundwater levels of the Lilley Bottom borehole and Claggy Road sump.

**24/056 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. Decision on style was deferred.

ii) Sport Clubs rentals for 2024/25

**Resolved**, proposed Cllr S Davies, seconded Cllr S O'Brien to approve a 5% increase in sport club's rentals and continue with a casual football match fee of £70. Unanimously agreed.

- f) To review the Internal Audit Summary and Year End Internal Audit Observations  
Noted with the following comments:  
Kimpton Parish Council to adopt the new national template Financial Regulations when released in May 2024.  
Internal controls to be reviewed at the Annual Council Meeting on 22<sup>nd</sup> May 2024.  
Clerk has received the insurance policy schedule direct from Zurich with their online access now rectified.  
Current bank balances have fallen due to payments being made for the pavilion refurbishment project.  
A reinstatement cost valuation for the refurbished pavilion will be undertaken for insurance purposes.  
The External Auditor report will be reviewed by the council on receipt.  
The level of reserves and justification agreed during the budget discussion will be included in the council minutes.  
Allotment fees, casual football match fee and Christmas Market stall fees have been added to [www.kimptonpc.org.uk](http://www.kimptonpc.org.uk)  
Year-end bank reconciliations reviewed.
- g) To receive the Internal Auditor Report 2023/24  
The internal auditor report was accepted. No 'non-compliances' were identified that would give rise to a negative response on the statutory Annual Internal Audit Report.
- h) To approve the Kimpton Parish Council Statement of Accounts 2023/24  
**Resolved**, proposed Cllr S O'Brien, seconded Cllr S Amexheta to approve the Kimpton Parish Council Statement of Accounts year ending 31 March 2024. Unanimously agreed.
- i) To approve AGAR Section 1 Annual Governance Statement 2023/24  
**Resolved**, proposed Cllr S O'Brien, seconded Cllr A Firth to approve Annual Governance and Accounting Report, Section 1 year ending 31 March 2024. Unanimously agreed.
- j) To approve AGAR Section 2 Accounting Statements 2023/24  
**Resolved**, proposed Cllr S O'Brien, seconded Cllr A Firth to approve Annual Governance and Accounting Report, Section 2 year ending 31 March 2024. Unanimously agreed.

**24/057 Clerk's Report**  
Items for information only  
None.

**24/058 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 22<sup>nd</sup> May 2024 and receive suggestions for the agenda.  
To note that the Annual Parish Meeting for the electorate will be held on Wednesday 22<sup>nd</sup> May at approximately 9pm.

There being no further business, the meeting was closed at 9:10pm.

**Chairman .....**

**Date Wednesday 22<sup>nd</sup> May 2024**