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**Minutes of Kimpton Parish Council Meeting
held on 19th July 2023
Kimpton Memorial Hall at 7.30 pm**

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

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

23/080

Apologies

To receive and accept apologies for absence.

Cllr S Amexheta due to family commitments, Cllr I Pegrum due to work commitments and Cllr N Jackman due to illness. County Cllr R Thake.

23/081

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.

23/082

Minutes

To confirm the Minutes of Kimpton Parish Annual Council Meeting held on Wednesday 28 June 2023 as an accurate record of proceedings.

Resolved, proposed Cllr S O'Brien, seconded Cllr D Brockway that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

23/083

Working Parties

To review membership

This item was deferred to Full Council meeting being held on 20th September 2023.

23/084

Public Issues

Members of the public and councillors can raise matters of concern.

None.

23/085

Planning

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

23/086

Reports from Working Parties and Committees

- a) Kimpton Allotment Working Party
 - i) To receive a report
Noted.
 - ii) To consider the annual rental per square meter for period 1/10/23 to 30/9/24

Resolved proposed Cllr G Durrant, seconded Cllr S O'Brien to approve that there be no increase in the annual rental per square meter of 0.384 sq. mt. for the period 1/10/23 to 30/9/23. Unanimously agreed.

b) Kimpton Bench Working Party – Cllr G Durrant

To receive a report on activities.

Tasks completed by BWP since 28th June 2023:

- Removal of Kimpton Folk Festival signs
- Clearance of brambles, elder and over hanging trees from Church Lane and removal of ton bags of brash
- Cleaning and painting public benches
- Publicity board outside The Boot PH was painted blue
- Signpost at Commons was reset
- Memorial Hall garden and carpark weeded
- Help with NOISE garden clearances
- Repaired and painted Horse Show jump
- Two signs reset at Kimpton Park

There is an issue of safe disposal of brash arising from works around the village. The location must be safe, easily accessible for the BWP trailer and not create an eyesore. Suggested or currently used sites include:

1. Parkfield Sports Ground car park
2. Top of the Recreation Ground
3. Allotments Site
4. Bottom of Coopers Close.

The Council approved a compost bin at Parkfield Sports Ground car park for use by the Bench Working Party for their compostable arisings, alongside the compost bins for Parkfield Meadow.

c) Kimpton Christmas Market – Cllr D Brockway

To receive a report

Cllr Brockway reported on a working party meeting that took place on Monday 10th July when he was appointed Chairman. Roles and responsibilities of working party members were agreed with a suggested timeline and event milestones. There was a recap of the meeting that took place in January between KPC and Kimpton Players followed by a discussion on the introduction of a 'Kimpton Winter Festival' that encompasses the Christmas Market and Kimpton Players Pantomime. Ideas regarding how the new branding could be used on marketing materials such as banners and The Boot community board were debated and will be discussed further. Kimpton Players will be responsible for the bar in the refreshment marquee on The Green raising funds for their replacement Players Hut. Richard Stagg will be applying for the temporary license for the Christmas Market Friday and Saturday activities. Bookings for the craft stalls in the Church and on The Green are going well with £150 received from fees. The layout for the tables and pew tops in the Church has been devised and a hiring agreement confirmed. Commercial food stands of Melt Van, Matthew's Crepes, Buster BBQ and Baxter's Fish and Chips have confirmed attendance. Local musicians will be contacted, and a programme of live music compiled for Saturday. A musical technician is required to set up the sound equipment and support the musicians. Kimpton Village Choir will provide the music for the evening event on Friday 24th November from 6-9pm. A list of Bench Working Party tasks, days/times and manpower required will be drafted and confirmed.

d) Environment Working Party

To review grant application

An application will be submitted for new hedging and supplementary hedging at Parkfield Sports Ground and for Parkfield Meadow.

- e) Pavilion Working Party
Pavilion Refurbishment Project – To review application to Community Ownership Fund, appoint construction contractor and review actions. National Lottery Community Fund has approved our grant application for £10,000 with the funds being transferred shortly.
Resolved proposed Cllr S O'Brien, seconded by Cllr A Firth to approve the re-tender, for reduced scope of works, from Stellar Interiors Ltd of £86,321.45 plus VAT subject to a successful outcome to the Community Ownership Fund grant application. Unanimously approved.

23/087

Reports to the Council

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

Cllr R Muncer reported to the meeting that North Herts Council has joined Hertfordshire County Council in opposing expansion plans at Luton Airport. North Herts Council will be introducing a 3-week bin collection schedule. A Public Enquiry has been announced for the solar farm at Little Wymondley and therefore North Herts Council will delay further reviews into their solar farm policies.

Cllr D Brockway asked if North Herts Council considered drought requirements within their assessment process for submitted planning applications in addition to any potential flooding impacts. Cllr Muncer will make enquiries and feedback.

23/088

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 G Durrant to note/approve agenda items a) to d). Unanimously agreed.

- e) To consider price quotations, charges and grant requests
 - i) To agree Annual RoSPA play area inspections through North Herts Council. Previous year £50.00 per site.

Resolved, proposed Cllr G Durrant, seconded Cllr S O'Brien to approve expenditure for Annual RoSPA Inspections up to £60 per site as available through NHC. Unanimously agreed.

23/089

Clerk's Report

Items for information only

None.

23/090

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 20th September 2023

Allotment Working Party	8 th August, 12 th September
Christmas Market WP	13 th September
Sports Clubs WP	11 th September
Staffing Committee	18 th September

23/091

Exclusion of Press and Public

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of agenda item 23/092 as publicity would be prejudicial to the public interest due to confidential nature of the business to be transacted, namely to consider commercial interests concerning Recreation Ground Pavilion.

Resolved proposed Cllr S O'Brien, seconded Cllr G Durrant to exclude press and public for agenda item 23/091. Unanimously agreed.

23/092

Lease negotiations

To consider terms and conditions

The Clerk was authorised to continue negotiations with potential commercial leaseholders for the refurbished Recreation Pavilion in accordance with the Business Plan dated 11 July 2023.

The meeting closed at 9.05pm

Chairman

Date Wednesday 20th September 2023