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**Minutes of Kimpton Parish Council Meeting
held on 20th September 2023
Kimpton Memorial Hall at 7.30 pm**

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

In attendance: Mrs C Helmn, Parish Clerk, District Cllr R Muncer, and 3 members of the public

23/093

Apologies

To receive and accept apologies for absence.
Cllr A Firth due to illness and Cllr N Jackman due to work. County Cllr R Thake.

23/094

Interests

- a) To receive declarations of interest from councillors on items on the agenda
Cllr S Amexheta for Planning Application Number 23/01892/S73, Tallents Farm.
- b) To receive written requests for dispensations for declarable interests; and
None.
- c) To grant any requests for dispensation as appropriate
None.

23/095

Councillor resignation and Co-option

As David Brockway will be leaving Kimpton, he has resigned from Kimpton Parish Council

To review applications for the vacancy of Kimpton Parish Councillor
None received. Councillors suggested promoting the vacancies on Kimpton Village Facebook page, in KPC ebulletin, on notice boards and by word of mouth.

23/096

Minutes

To confirm the Minutes of Kimpton Parish Annual Council Meeting held on Wednesday 19 July 2023 as an accurate record of proceedings.

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

23/097

Public Issues

Members of the public and councillors can raise matters of concern.
A resident was concerned about fireworks going off causing distress to pets.
Lighting scheme from Budgens to Wren Close is scheduled to commence on 30th October 2023 and is estimated to be completed within two weeks.
Cllr Muncer will liaise with County Cllr Richard Thake regarding the introduction of the Kimpton 20mph traffic speed scheme.

23/098

Planning

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

- b) To consider projects to submit to North Herts Council for s106 contribution in relation to Kimpton Grange planning application.
Councillors are keen to proceed with the offer from the owners of transferring woodland and parkland to Kimpton Parish Council for the provision of a Natural Green Space for the benefit of the community. The council requested a definitive plan of the land to be gifted to be used in the calculations for open space maintenance, as detailed in North Herts Council Developer Contributions Supplementary Planning Document Appendix B e.g.
- | | | |
|----------------------|--------|----------------|
| Existing Woodland | 1 HA | £18,914.65 pa. |
| Existing Mature Tree | 1 Tree | £150 pa |
- An equipped play area to be provided by the developer within the nature reserve.
The commuted management sum for the nature reserve and play area would be payable for a period not less than 20 years, as set out in the Developer Contributions Supplementary Planning Document 8.4.27.

23/099

Reports from Working Parties and Committees

- a) Kimpton Allotment Working Party
To receive a report. Noted.
Annual rental payments are being received with two tenants terminating their tenancy agreement. We have one person on the waiting list, a new Kimpton resident moving into the village in December, who will be offered a plot. The Clerk will hold a site meeting with the grounds contractor to discuss the site maintenance including the perimeter path cutting, hedge cutting, clearance of vacant plots, removal of self-seeded walnut trees and maintenance of allotment paths.
- b) Kimpton Bench Working Party – Cllr G Durrant
To receive a report on activities. Noted.
- c) Kimpton Christmas Market
To receive a report. Noted.
- d) Pavilion Working Party
To receive a report
A revised full planning application has been submitted to North Herts Council for the new exterior entrance door into the changing room intended to enable muddy boots to be worn only within this area of the pavilion. There is no fee for the amended planning application.
After discussions by the Project Manager with the prospective licensees, Stellar Interiors are submitting a revised quote for the final layout and alterations.
A license agreement for the prospective licensees is being drafted.
- e) Sports Clubs Working Party
To receive a report. Noted.
- f) Staffing Committee
As not all Councillors on the Staffing Committee were able to attend a physical meeting in the Parish Room, it was decided to hold a working group meeting with virtual attendance by two councillors. Notes of the discussion have been drafted, see attached. Noted.

23/100

Reports to the Council

To receive reports from representatives on outside bodies, local authorities and agencies.
District Councillor R Muncer – when planning applications are considered by the officers, water shortage is reviewed as part of the energy sustainability of the development.
During door to door conversations with electors in the parish, many people raised the issue of illegal parking at road junctions and asked for yellow lines to be added, although these are unlikely to be enforced by the authorities. The

Southern Rural Area Forum is meeting on Thursday 21st September with a focus on Luton Airport plans for expansion.
Herts Police will be attending the Dacre Rooms coffee morning on Friday 22nd September.

23/101

Council Documents

To review and agree

a) Financial and Management Risk Assessment

Resolved proposed Cllr I Pegrum, seconded Cllr S O'Brien to approve the Financial and Management Risk Assessment 1st April 2023 to 31st March 2024. Unanimously approved.

23/102

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) Kimpton Players Grant Application.
Item deferred.

ii) Kimpton Pre-School Grant Application
The Treasurer of Kimpton Pre-School informed the meeting that the £2,400 had already been raised by parents and that further fund-raising events were being planned. Pupil numbers are low creating a shortfall of £5,000. Questions were invited from the council.
Resolved, proposed Cllr I Pegrum, seconded Cllr S O'Brien to approve a grant of £2,000. Unanimously approved.

iii) Internal Auditor 2023/2024
Resolved, proposed Cllr I Pegrum, seconded Cllr S O'Brien to approve the quote from IAC of £395 plus VAT. Unanimously agreed.

iv) Tree maintenance at Parkfield Sports Ground
Resolved, proposed Cllr S O'Brien, seconded Cllr I Pegrum to approve the quote dated 14th September 2023, from Andrews of Kimpton of £650 plus VAT. Unanimously agreed.

v) Hedge Schedule 2023
Hedge maintenance for Parkfield Sports Ground, Recreation Ground, allotments and Wren Close play area.
This item was deferred for further quotes to be obtained.

23/103

Clerk's Report

Items for information only

None.

23/104

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 25th October 2023 in Kimpton Memorial Hall at 7.30pm.

Christmas Market WP	9 th October	7.30pm Parish Room
Financial Control	16 th October	7.30pm Parish Room

The meeting closed at 8.45pm.

Chairman

Date Wednesday 25th October 2023