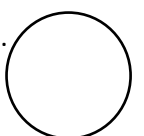


KINGS WALDEN PARISH COUNCIL

Minutes of the meeting of the Kings Walden Parish Council held in the via Zoom Video Conferencing on Tuesday 16th June 2020 at 7.30 pm

Present: Councillors: Amanda King, Jon Chamberlin., Joe Graziano, Liz Thurlby, David Bennett, Paul Harman, one member of the public and the clerk, Tom Brindley.

- 1.1 (Agenda 1) apologies for absence** None
- 1.2 (Agenda 2) Chairman's remarks**
1. Members were reminded of the council's code of conduct and the requirement to make Declarations of Pecuniary Interest.
- 1.3 (Agenda 3) Chairman remains in post until May 2021**
- Members noted that, in accordance with the Local Authorities and Police and Crime Panels (coronavirus) (Flexibility of Local Authority and Police and Crime Panel meetings) (England and Wales) Regulations 2020, the chairman and all other council appointments would remain in place until May 2021 and that council was not required to hold an Annual Parish Council meeting.
- 1.4 (Agenda 4) Public participation** None
- 1.5 (Agenda 5) To adopt the minutes of the parish council meeting 17th March 2020**
- The minutes were adopted and the chairman was authorised to sign.
- 1.6 (Agenda 6) Matters arising from March meeting not appearing on the agenda.** None
- 1.7 (Agenda 7) Dissolution of Emergency Powers Committee**
1. Members noted that the need for the Emergency Powers Committee had ceased as council could now meet online. The committee had never met.
 2. Members **RESOLVED** to dissolve the Emergency Powers Committee.
- 1.8 (Agenda 8) Annual Governance and Accountability Review**
1. Internal auditor report. Members noted the internal auditor had signed off the accounts without comment.
 2. Governance review. Members considered the eight applicable statements in the Annual Governance Statement 2019/20. Members **RESOLVED** to approve the Annual Governance Statement 2019/20.
 3. Accounting Statements. Members reviewed the Accounting Statements 2019/20. Members **RESOLVED** to approve the Accounting Statements 2019/20.
 4. Appointment of Internal Auditor. Members **RESOLVED** to appoint Karen Murphy FCA as internal auditor for 2020/21.
- 1.9 (Agenda 9) Recreation ground Fees and Licences**
1. Members reviewed the fees and **RESOLVED** to keep the fees the same as for 2019/20.
 2. After debate, members **RESOLVED** to grant a licence to Someries Youth Football for three junior pitches on Saturdays.
 3. After debate, members **RESOLVED** not to grant a licence to Stopsley Football club, as the ground could not take an adult pitch in addition to the junior pitches and the anticipated amount of cars would exceed the capacity of the car park.
 4. Members **RESOLVED** to issue a licence to the Breachwood Green Cricket Club, but to waive the fee, as the club was maintaining the pitch but not playing.
 5. Members noted that the school had not responded to the invitation to apply for a licence to use the recreation ground for school sports, but continued to use and mark a pitch and running tracks.
- 1.10 (Agenda 10) Finance**
1. Payments made were noted.
 2. The clerk presented a revised budget. Members reviewed the budget and noted that adjustments were made to increase spend on tree work and noise monitoring equipment. The clerk was asked to reinstate the money for Ley Green recreation ground enhancements.
 3. Members noted that the revised budget forecasted a free reserve of £4,500 at 31st March 2021.



KINGS WALDEN PARISH COUNCIL

4. Members **RESOLVED** to adopt the revised budget, as amended.

1.11 (Agenda 11) Ley Green Tree Work

Members **RESOLVED** to accept the quote from Honey Tree Surgeons.

1.12 (Agenda 12) Tree Stump

1. Members considered retaining the stump of the field maple in front of the village hall and creating a carved sculpture. A local carver had reviewed the stump and advised it best suited an owl.
2. Members **RESOLVED** to invite a local woodcarver to create a sculpture of an owl, subject to a satisfactory quote.

1.13 (Agenda 13) Planning

1. 7 Mill Way, Breachwood Green. Members had no objection to the development.
2. The clerk presented an updated planning report showing recent Local Planning Authority decisions.

1.14 (Agenda 14) Clerk's report

1. The clerk presented a report on ongoing work.
2. Tree work at Breachwood Green continued. The work could not be completed until UK Power Networks could disconnect power from an overhead line.
3. Noise Monitoring
 - a. The clerk had obtained a quotation from Cirrus Research for noise monitoring equipment. The price was higher than budget. Members agreed that it was important to only purchase equipment which gave data that would be accepted by aviation authorities.
 - b. Members requested the clerk to seek formal quotes for the purchase of professional grade monitoring equipment and to include some training on set-up, operation and data analysis.
 - c. The clerk was asked to seek grants towards the purchase of noise monitoring equipment.
4. **Bus shelter.** The clerk had requested a local contractor to quote to replace the cedar shingles on the Oxford Road bus shelter.
5. **Youth Hut Doors.** The clerk had requested a local contractor to quote to rehang the doors to avoid conflict with the entrance to the play area.
6. **Council Logo.** The planned competition had not been launched as the Breachwood Times was not published. Members agreed to advertise a competition on local social media.
7. **Breachwood Green (BWG) Society.** Members noted the sad death of Lis Greet, who had chaired the BWG Society for many years. The future of the BWG Society was uncertain. Members noted that this impacted on the London Luton Airport Consultative Committee and Breachwood Green litter picking.

1.15 (Agenda 15) Matters for future consideration

Members were asked to table items for the July meeting by 30th June.

1.16 (Agenda 16) To exclude the press and public

Members **RESOLVED** to exclude the press and public due to the commercial nature of the business to be discussed.

1.17 (Agenda 17) Commercially sensitive matters

Members discussed commercially sensitive matters and gave the clerk guidance on how to proceed.

The meeting closed at 20:55 p.m.

Next Meetings:

Parish Council, Tuesday 15th July 2020 19:30 by Zoom Parish Council, Tuesday 15th September 2020 19:30

Signed Chairman _____ Date _____

Payments to 16th June 2020

Payments

<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Uncleared</i>	<i>Total</i>	<i>Parks</i>	<i>Staff</i>	<i>Admin</i>	<i>Salary</i>	<i>Youth Club</i>
26/05/2019	Carter Jonas	Ley Green rec 2019	0.00	50.00	0.00	50.00			
01/04/2020	HAPTC	Subscription	0.00	506.71	0.00		506.71		
01/04/2020	Todeka	Office Svcs	0.00	90.00	15.00		75.00		
01/04/2020	DCK	Payroll Admin	0.00	30.00	5.00		25.00		
18/04/2020	Zen	Youth Hut BB	0.00	42.00	7.00				35.00
18/04/2020	Open Spaces	Ley Green survey	0.00	654.00	109.00	545.00			
20/04/2020	Carter Jonas	Ley Green rec 2020	0.00	0.00	50.00				
04/05/2020	R Dawes	Grounds Maint	0.00	924.00	154.00	620.00			
11/05/2020	Todeka	Office Svcs	0.00	90.00	15.00		75.00		
11/05/2020	R Dawes	Grounds Maint	0.00	250.00	41.67	208.33			
11/05/2020	Came & Co	Insurance	0.00	1242.03	0.00		1242.03		
12/05/2020	JC Agriculture	Grounds Maint	0.00	679.97		566.64			
18/05/2020	Scottish Power	Electricity	0.00	141.29	23.55				
18/05/2020	Zen	Broadband	0.00	42.00	7.00				35.00
20/05/2020	ICO	ICO Annual Fee	0.00	40.00	0.00		40.00		
20/05/2020	K Murphy	Audit	0.00	150.00	0.00		150.00		
05/06/2020	R Dawes	Grounds Maint	0.00	250.00	41.67	208.33			
08/06/2020	Honey Tree Surgeons	Tree maintenance	0.00	600.00	100.00	500.00			
16/06/2020	Todeka	Office Svcs	0.00	90.00	15.00		75.00		
16/06/2020	T H Brindley	Expenses	1.26	66.95	1.26		65.69		
08/06/2020	DCK	Payroll admin	0.00	42.00	7.00		35.00		
08/06/2020	Payroll	Payroll	0.00	1675.70				1675.70	
11/06/2020	DCK	Payroll admin	42.00	42.00	7.00		35.00		