

KNEBworth PARISH COUNCIL

MINUTES of the Meeting of the Parish Council held on the 5 December 2018 in the Knebworth Village Hall at 8.30 p.m.

Present: Councillors Roger Willcocks (Chairman), Adrienne Charter, Philip Farr, Jeremy Godfrey, Jenny Harrison, Steve Hemingway, Lisa Nash, Colin Stringer, Chris Trowbridge and Paul Ward

In attendance: the Clerk

1. Apologies

Apologies for absence were received from Mrs Conybeare and Mr Jobling.

2. Chairman's announcements

Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under the Code of Conduct, can speak on the item, but must leave the room before the debate and vote.

3. Public Participation

There was no public participation.

4. Minutes

Subject to item 6.1 to read 'to agree to cover costs up to £35,000.'

Proposed by Mr Charter, seconded by Mr Godfrey and

Resolved: that the minutes of the meeting of the Parish Council held on 7 November 2018 approved as a true record and signed by the Chairman.

5. To Note the Minutes of the Committee Meetings

The Council noted the minutes of the committee meetings:

Planning Committee Meeting held on 7 November 2018

6. Parish Paths Leaflet

Mr Stringer apprised the Council on the working party's work on the parish walks leaflet.

Proposed by Mr Farr, seconded by Mr Ward and

Resolved to approve the walks leaflet and production of 2500 copies.

7. Local Plan

NHDC has published the main modifications on which it will consult in January. The proposed revisions for Knebworth are minor with the proposed number of dwellings still over 736. Mr Griffiths, planning consultant, was appointed to prepare The Parish Council's original response to the Local Plan; a response to the main modifications would cost up to £500.

Proposed by Mr Farr, seconded by Mrs Nash and

Resolved: to appoint Mr Griffiths to draft a response to the modifications with Mr Ward.

8. Clerk's Report

8.1 The clerk attended the NHDC meeting which discussed the proposed high level parking strategy. NHDC intend to produce more detailed policies below this document. It proposes the following to address commuter parking:

- i. using underutilised car park spaces.
- ii. Expanding CPZs and provide on street commuter parking in appropriate locations where residents have off-street parking.
- ii. NHDC will work with station operators to provide more parking around stations.

8.2 The Station Pub appeal started on 4 December and is due to last four days.

8.3 HMRC is making Tax digital and will require VAT returns to be submitted electronically.

8.4 The McCarthy and Stone contractor has been offloading across the highway. This has been reported to NHDC.

Finance

9. Accounts

9.1 To approve the List of Payments 1 November 2018 to 30 November 2018

Proposed by Mr Ward, seconded by Mr Stringer and

Resolved: that the list of accounts paid during Accounts Period 8 2018/19 be approved.

9.2 To approve quotes

9.2.1 A quote has been obtained to clean the pavilion at £125 per week. It was agreed to employ the Good Cleaning Company in the interim. The pavilion cleaner vacancy is to be advertised in the New Year.

9.2.2 A quote has been received to use wireless transmitters to provide power to the tennis Club floodlights to allow CCTV cameras to be fitted at a cost of £6000 plus VAT.

Proposed by Mrs Harrison, seconded by Mr Farr and

Resolved: to accept the quote subject to the Tennis Club approval.

10. Office Equipment

Proposed by Mr Hemingway seconded by Mr Ward and

Resolved: to lease an A3 multi-function photocopier over give years at a cost of £108 per quarter.

The current copier, which is five years old, is to be transferred to the village hall office.

11. Exclusion of the press and public

Resolved: That under Section 100A (4) of the Local Government Act 1972, the Public and Press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A of the said Act.

12. Wage Review

Proposed by Mr Ward, seconded by Mr Farr and

Resolved: to increase wages by 2.5% with effect from 1 April 2019.

Proposed by Mrs Harrison, seconded by Mr Stringer and

Resolved: to pay the Christmas Bonus groundsman £40, village hall cleaner £30, pavilion cleaner £20 and admin assistant £40.

13. Budget 2019/20

Proposed by Mr Hemingway, seconded by Mr Trowbridge and

Resolved: to set the precept for 2019/20 at £148,460.

The next Parish Council meeting is scheduled for 9 January 2019.

There being no other business the meeting closed at 10.15 p.m.

Chairman _____

Date _____