

# KNEBWORTH PARISH COUNCIL

**MINUTES** of Meeting of the Parish Council held on the 6 July 2022 at Knebworth Village Hall at 8.00 p.m.

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Present: Councillors Roger Willcocks (Chairman), Charlotte Cosson, Jeremy Godfrey, Steve Hemingway, Praba Kugathasan, Colin Stringer and Paul Ward

In attendance: The Clerk and one member of the public

## 1. Apologies

Apologies for absence were received from Mrs Charter, Mrs Nash and Messrs Farr and Jobling.

## 2. Declaration of Interest

Mr Stringer stated that he had an interest in 11.4.

## 3. Public Participation

Mr Smith, Chair of Knebworth Twinning Association, sought permission from the Council to display the Twinning Charter in the Station Pub.

## 4. Minutes

Proposed by Mr Godfrey, seconded by Mr Ward and

**Resolved:** that the minutes of the meeting of the Parish Council held on 15 June 2022 be approved as a true record and signed by the Chairman.

## 5. To Note the minutes of Committee Meetings

To note the minutes of the Planning Committee held on 15 June 2022

To note minutes of the Annual Parish Meeting held on 4 May 2022

## 6. Matters Arising from Previous Meeting

### 6.1 Policy Review- Complaints Policy

Proposed by Mr Stringer, seconded by Mr Hemingway and

**Resolved:** to adopt the amended complaints handling policy

### 6.2 CCTV

In the absence of Mr Jobling this was left in abeyance.

### 6.3 Review of NHDC ward boundaries

Mr Kugathasan stated that the presentation highlighted the requirement to ensure that district councillors represented a similar number of the electorate across the district. The boundary commission is prepared to test different scenarios.

## 7. Remembrance Service

It was agreed that the Parish Council would support the Royal British Legion in organising the Remembrance Service and to set aside £500 to cover signage, traffic management and other sundries.

## 8. Christmas Lights

Proposed by Mr Godfrey, seconded by Mrs Cosson and

**Resolved:** to accept the quote from Lamps & Tubes install and remove the lights on the High Street, extend the lights to the Post Office and to purchase replacement lights.

## 9. Twinning Association Charter

The Council discussed the charter being hung in the Station Pub.

Proposed by Mr Ward, seconded by Mrs Cosson and

**Resolved:** subject to the landlord's agreement and possible reduction in the size of the Charter, the Parish Council had no objection to the KTA charter being displayed in the pub.

## 10. Clerk's Report

10.1 A resident has reported that the developer of 14 Oakfields Avenue arranged for the substantial beech tree to be removed, although it was the subject to a TPO.

10.2 Damage in the recreation ground has been reported to the police.

10.3 A resident from Old Knebworth has requested that a speed camera (SID) be installed on Park Lane. The SID from outside the village hall has been removed from the parish. The Clerk is to contact CC Thake.

10.4 There is no further information on the provision of free car parking at St Martins Road car park. The Clerk is to contact the local district councillors.

## 11. Finance

11.1 To review and approve management accounts

Proposed by Mrs Cosson, seconded by Mr Hemingway

**Resolved:** to approve the management accounts to 30 June 2022

11.2 To approve accounts paid

Proposed by Mrs Cosson, seconded by Mr Godfrey and

**Resolved:** to approve the accounts paid to 30 June 2022

11.3 To review the bank reconciliation

Proposed by Mrs Cosson, seconded by Mr Godfrey and

**Resolved;** to approve the bank reconciliation to 30 June 2022

11.4 To consider quotes

Proposed by Mr Godfrey, seconded by Mr Kugathasan and

**Resolved:** to approve payment of £50 per annum for provision of water to the new tank on the southern boundary of the allotment site.

Proposed by Mr Godfrey, seconded by Mr Hemingway and  
**Resolved;** to accept the Frank Cooper quote to cut Norton Green Common in September.

11.5 To agree direct debits

Proposed by Mr Hemingway, seconded by Mrs Cosson and  
**Resolved:** to set up direct debits for bin collection, HMRC payments, premises licence and rent.

**12. Exclusion of members of the public and press**

Proposed by Mr Hemingway, seconded by Mr Ward and  
**Resolved:** that under Section 100A (2) of the Local Government Act 1972, the Public and Press be excluded from the meeting in view of the nature of the business being transacted.

**13. Station Pub**

The Council agreed that a ventilation system with least impact on the pub should be explored, which might require planning permission. The Clerk is obtaining quotes for replacement windows.

**14. Development**

The Council discussed the impact of development on the B197 corridor and potential changes to the road system in Knebworth. Herts CC is reliant on Local Transport Plan 4 which focuses on people using public or other sustainable transport rather than cars.

Low Traffic Neighbourhoods were discussed. The Council is trying to obtain information on other semi-rural villages where this type of highway control has been successfully implemented.

**15. Exclusion of members of the public and press**

Proposed by Mr Hemingway, seconded by Mrs Cosson and  
**Resolved;** Having completed the confidential business, that members of the public and press could return to the meeting.

**16. Any Other Business**

16.1 The Council agreed to hold a village litter pick in September.

16.2 Fly tipping was reported on the bridleway to Woolmer Green. The Clerk is to report it to Network Rail.

There being no other business the meeting closed at 9.45pm.

Chairman \_\_\_\_\_

Date \_\_\_\_\_