

## KNEBWORTH PARISH COUNCIL

**MINUTES** of the Extra Ordinary Meeting of Knebworth Parish Council held on Wednesday 26<sup>th</sup> June 2024 at Knebworth Village Hall at 8.00 p.m.

Present: Councillors Roger Willcocks (Chairman), Colin Stringer,  
James Cameron, Paul Ward

In attendance: Jodee White (Clerk)

No	Item	Action
1.	<p><b>Apologies</b></p> <p>Apologies for absence were received and approved from Cllrs Farr, Hemmingway, Godfrey, Cosson, Nash, Hurwitz, Jobling, Charter.</p>	
2.	<p><b>Declarations of Interest</b></p> <p>There were no declarations of interest declared.</p>	
3.	<p><b>To receive and approve quotes</b></p> <p><i>1<sup>st</sup> Floor Station Pub Windows</i></p> <p>The three quotations in appendices 1,2 &amp; 3 were reviewed.</p> <p>It was proposed by Cllr by Cllr Ward and seconded by Cllr Stringer and <b>Resolved:</b> to accept the quotation from Windows by Choice (Quote No. PES0201243) dated 17 June 2024 for £7016 for windows and £2940 for scaffolding including VAT.</p> <p>Cllr Willcocks advised that there will be some making good to be done following installation of the windows which will be in addition to any costs of the windows.</p> <p><i>Lighting at the Village Hall</i></p> <p>Two quotes were circulated prior to the meeting.</p> <p>It was proposed by Cllr Stringer and seconded by Cllr Ward and <b>Resolved:</b> to accept the quote from Prime Audio Visual and Lighting Solutions dated 19 June 2024 2024 (proposal number GGATG254) at a cost of 22,009 excluding VAT and commissioning fee.</p> <p>A quotation for electrical works to install an armoured cable required for installation of the lights to take place was reviewed.</p> <p>It was proposed by Cllr Ward and seconded by Cllr Stringer and <b>Resolved:</b> to accept the quote from Peter Wright Electrical dated 24 June 2024 for material cost £985.55 and labour cost £1100.00 plus VAT.</p> <p>Queries were raised about what is the manufacturers and installation warranties were and the Clerk will query this.</p> <p>There is £20,000 in earmarked reserves in for the Village Hall lights. The additional cost will need to be achieved by a virement of the budget that will need ratification as a Parish Council meeting.</p>	<b>Clerk</b>
4.	<p><b>To review the Parish Council banking arrangements.</b></p> <p>Cllr Stringer and the Clerk have reviewed options for a new high interest deposit account for the Parish Council.</p> <p>Details of the options were distributed in an email and spreadsheet on the 14<sup>th</sup> of June 2024 and discussed in detail at this meeting.</p> <p>It was proposed by Cllr Stringer and seconded by Cllr Ward and</p>	

	<p><b>Resolved:</b> to open a Redwood 1-year fixed Business savings bond account and to place £85k from the Unity Trust fund deposit account in it.</p> <p>The other requested decisions were discussed and agreed to be deferred until around October time when the second part of the precept payment is due in; hence the Barclays accounts will stay for now and the Barclays Treasury account can be reviewed and discussed again around October time.</p>	
--	---	--

The meeting closed at 09.30pm

**Chairman:** \_\_\_\_\_

**Date:** \_\_\_\_\_