

KNEBWORTH PARISH COUNCIL

MINUTES of Meeting of the Parish Council held on the 14 December 2022 at Knebworth Village Hall at 8.00 p.m.

Present: Councillors Roger Willcocks (Chairman), Adrienne Charter, Charlotte Cosson, Steve Hemingway, Praba Kugathasan, Lisa Nash, Paul Ward and Colin Stringer

In attendance: Claire Graham, Clerk and three members of the public

1. **Apologies**

Apologies for absence were received from Messrs Farr, Godfrey and Jobling.

2. **Declaration of Interest**

None

3. **Public Participation**

None.

4. **Minutes**

Proposed by Mr Ward seconded by Mr Stringer and

Resolved: that the minutes of the meeting of the Parish Council held on 9 November 2022 be approved as a true record and signed by the Chairman.

5. **To Note the minutes of Committee Meetings**

The Council noted the minutes of the Planning Committee held on 9 November 2022 and the Amenities Committee meeting held on 16 November 2022.

6. **Communications**

Proposed by Mrs Charter, seconded by Mr Hemingway and

Resolved: to enter into a mobile phone contract with Vodafone at a cost up to £30 per month.

7. **Neighbourhood Plan**

Locality has awarded a grant to employ a planning consultant to review the plan. An application for technical support to review up to 15 policies removed by the examiner, has also been approved. There were delays in approval of the Aecom support because the review is being undertaken so soon after adoption which is unusual.

Proposed by Mr Hemingway, seconded by Mr Stringer and

Resolved; to approve the terms of reference for the Neighbourhood Plan steering committee.

8. Grants

Mr Ward informed the Council that his wife was part of the Knebworth Scout and Guide group. He did not take part in the discussion or vote for the grant for the group.

Proposed by Mr Stringer, seconded by Mrs Charter and

Resolved: to award Knebworth Community Library £150 to provide a warm hub.

Proposed By Mrs Cosson, seconded by Mrs Charter and

Resolved: to award Knebworth Scout & Guide group £429.13 to cover the cost and installation of a new cooker in the Scout hut.

9. School Speed Limit

HCC's Speed Management Strategy supports the introduction of advisory 20mph limits outside schools where the environment is suitable

The Parish Council agreed that it would accept CC Thake's support for the introduction of 20mph outside Knebworth Primary School and Knebworth Pre-School.

10. Clerk's Report

10.1 Councillors have been invited to the Southern Rural Committee meeting to be held on 20 December 2022.

10.2 The Odyssey S173 planning application to relocate the parking provision is to be held on 15 December. The Council had no objections and is seeking s106 funds towards improvements of the village hall lights.

10.3 A section of Christmas lights on the High Street are not working due to the lack of power which has not yet been resolved. Some of the mistletoe and festoon lighting on the tree may need replacing next year due damage caused by squirrels.

10.4 The Chairman has been invited to the Carol Service at St Marys Church.

11. Finance

11.1 To produce and approve budget for 2022/23

This was deferred until the next meeting.

Mrs Nash left the meeting.

11.2 To approve accounts paid

Proposed by Mr Hemingway, seconded by Mr Stringer and

Resolved: to approve the accounts paid to 30 November 2022

11.3 To approve quotes

The lighting contractor has produced the testing certificates for the Christmas lights, which have been accepted for previous years. Additional testing is now required by Ringway, which cannot be undertaken until mid-January. The Council agreed to review the quote once the frequency for testing has been provided.

11.4 To approve bank reconciliation

Proposed by Mrs Cosson, seconded by Mr Hemingway and

Resolved: to approve the bank reconciliation to 30 November 2022

12. Exclusion of members of the public and press

Proposed by Mr Hemingway, seconded by Mr Stringer 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.

All members of the public left the room.

13. Station Pub

The Council reviewed and approved the report and its recommendations.

The windows and doors are due to be installed mid-January.

The Council agreed to dispose of the banquet seating and chairs left by the previous owner.

14. Staff

The staffing committee has started interviewing candidates.

Proposed by Mr Willcocks, seconded by Mr Hemingway and

Resolved to provide Christmas bonus' to the groundsman £50, administrative assistant £50 and cleaners £25.

15. Exclusion of members of the public and press

Proposed by Mr Hemingway, seconded by Mr Stringer and

Resolved: having completed the confidential business, that members of the public and press could return to the meeting.

16. Any Other Business

There being no other business the meeting closed at 9.55pm.

Chairman _____

Date _____