

# KNEBWORTH PARISH COUNCIL

**MINUTES** of Meeting of the Parish Council held on the 11 January 2023 at Knebworth Village Hall at 8.00 p.m.

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

In attendance: Claire Graham, Clerk

1. **Apologies**

Apologies for absence were received from Mrs Charter, Mrs Nash and Mr Kugathsan.

2. **Declaration of Interest**

None

3. **Public Participation**

None.

4. **Minutes**

Proposed by Mr Ward seconded by Mrs Cosson and

**Resolved:** that the minutes of the meeting of the Parish Council held on 14 December 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 14 December 2022.

6. **Comunications**

Proposed by Mrs Cosson, seconded by Mr Hemingway and

**Resolved:** to remain in the pension pooling scheme.

7. **Community Licence**

Proposed by Mr Farr, seconded by Mr Stringer and

**Resolved;** to apply for a variation on the Village Hall premises licence to remove the mandatory requirement for a designated premises supervisor.

8. **Double Yellow Lines**

Mrs Cosson declared that she had a non pecuniary interest because she lives on Gun Lane.

HCC is proposing to extend the double yellow lines in Gun Lane and Park Lane on safety grounds.

The proposed lines on Gun Lane would remove parking which currently slows traffic but there are concerns about the diminished visibility caused by sun glare for traffic travelling south, although there have been no recorded accidents at this location.

The proposal on Park Lane will remove all parking from the station to beyond Deards Wood with removal of some double yellow lines between Deards Wood and Deards End Lane to replace parking lost by the new lines.

The Council is concerned about the potential increase in speed of traffic with the introduction of the lines. However it welcomes the equivalent parking spaces being reinstated further west on Park Lane.

## 9. Clerk's Report

9.1 The fences at Lytton Fields and the Recreation Grounds have been installed. There has been some concern over the size of the gaps at the base of the fence in Lytton Fields. The Clerk is to see if this can be addressed.

9.2 The public toilets had to be closed before Christmas due to a water leak. The Clerk is arranging a plumber to undertake the repair.

9.3 NHDC is arranging a meeting with HCC and Parish Councillors to discuss the traffic impact of development on Knebworth. Cllrs Willcocks, Ward, Godfrey and Charter are to attend.

9.4 Messrs Willcocks and Ward attended a presentation by Govia to NHDC. Due to delays in the East Coast timetable and reduced passenger numbers fast trains will not return for the foreseeable future. The outcome for the bid for accessible access at the station will be known this year, however funding will not be available until 2024. The representative from Govia agreed to meet the Council to look at the potential extension of the underpass.

9.5 The clerk has engaged a contractor to cover the Village Hall cleaner's absence due to ill health.

## 10. Finance

10.1 To review management accounts to 31 December 2023

This was deferred until the next meeting.

10.2 To approve accounts paid

Proposed by Mr Ward, seconded by Mr Hemingway and

**Resolved:** to approve the accounts paid to 31 December 2022

10.3 To approve quotes

The Council approved the hourly rate for the Village Hall cleaning contractor.

10.4 To approve bank reconciliation

Proposed by Mrs Cosson, seconded by Mr Hemingway and

**Resolved:** to approve the bank reconciliation to 31 December 2022

**11. 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.

**12. Station Pub**

The Council reviewed and approved the report and its recommendations.

It agreed that the Acquisition Working Party should review the future use of the Coach House prior to commencing lease negotiations.

**13. Staff**

It was agreed to make a job offer on the recommendation of the staffing committee.

Proposed by Mr Hemingway, seconded by Mr Stringer and

**Resolved** to set aside up to £2,000 for HR services.

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

Proposed by Mr Stringer, seconded by Mr Hemingway and

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

**15. Budget 2023/24**

Proposed by Mr Farr, seconded by Mrs Cosson and

**Resolved:** to approve the Parish Council budget for 2023/24.

Proposed by Mr Farr, seconded by Mrs Cosson and

**Resolved:** to set the precept for 2023/24 at £176,000 including the CTRS grant.

**16. Any Other Business**

There being no other business the meeting closed at 9.59pm.

Chairman \_\_\_\_\_

Date \_\_\_\_\_