

Minutes of Kingston Annual Parish Meeting  
Held at 7.30pm on 16<sup>th</sup> May 2023 in the Village Hall

Present:

Sue Dalgleish, Chair of Kingston Parish Council, Chair of meeting  
Miki Ellar, Councillor, Kingston Parish Council  
Mark Nicholls, Councillor, Kingston Parish Council  
Paul Wheeler, Councillor, Kingston Parish Council  
Paul Wright, Chair, Kingston Village Hall Management Committee  
Tumi Hawkins, District Councillor, Caldecote Ward  
Michael Atkins, County Councillor, Hardwick Division

Members of the public: Jill Coleman, Rachel Hooper, Sarah Wright, Linda Washington

Apologies received from: Julie Conder, Katie Vickers, Peter Reynolds and Donal O'Donnell

Welcome and opening remarks from Sue Dalgleish.

The following reports were presented in summary. Where a discussion followed or questions were asked, brief details of these are given. Full copies of the reports are attached as appendices.

1. Chairman's report written and presented by Sue Dalgleish (see Appendix A)

The chairman welcomed two new Parish Councillors Mark Nicholls and Paul Wheeler. They have quickly become involved in the day to day running of the council and their help is much appreciated. Our Parish Clerk Katie Vickers has recently stepped down and we are currently in the process of recruiting a new parish clerk. We are awaiting an announcement from East West Rail regarding their final route alignment selection which is expected shortly. Consultation continues in respect of Luton Airport expansion however we do not expect any further details until later in the year.

2. District Councillor's report written and presented by Tumi Hawkins (see Appendix B)

Tumi advised that the council had delivered 88 new affordable homes in South Cambridgeshire. It also continues to provide cost of living support to several households and residents in the county in various ways and is active in the administration of the government's scheme to provide assistance for refugees from the war in Ukraine. The council currently has a joint five year housing land supply with Cambridge City totalling 6.2 years which will help prevent speculative development. The council recognises the importance of

small businesses and continues to support growth in this area. The East West Rail Project and Luton Airport expansion were also covered. Further details of these and other initiatives can be found in the attached report. Questions were asked about land supply involving several large airfield developments as part of the allocation to meet the 6.2 year allocated land figure.

3. Transport report written by Julie Conder and presented by Sue Dalglish (see Appendix C).

Our village has experienced many issues this year following the decision by Stagecoach to cut the route of the No 18 bus as it was no longer economic for them. The county council stepped in and agreed that Whippet Coaches Ltd would take over the route. While there were issues earlier in the year with cancellations, the situation appears to be improving and our councillor Julie Conder is in regular contact with Whippet Coaches to help resolve any issues. While Kingston does not have any electronic bus indicator signs, information on bus timetables can be found on:-

<https://twitter.com/GOWhippet> or using a phone App

If anyone has further problems with the bus service please contact the parish council and we will speak with Whippet Coaches to pass on concerns.

4. Open Spaces Report written and presented by Mark Nicholls (see Appendix D)

The topic of potholes was discussed - we continue to monitor these on a regular basis and report issues to Cambridgeshire County Council on a regular basis. The ROSPA safety report on the village playground was also discussed - it is anticipated that the parish council may face an increase in maintenance costs in coming years in respect of some items of playground equipment. Thanks were given to Katherine Stalham and her group of volunteers who have helped re-decorate the village telephone box.

Quotations will be obtained to ascertain the costs involved to level the phone box in the longer term.

An application has been made for a 20MPH speed limit within the village – this is a competitive process so we will find out in due course if our application has been successful. Julie and Paul will attend an upcoming council meeting to try and obtain a schedule for the repair of several reported issues - blocked drains in the village, in particular Field Road where water often collects and makes walking difficult and also potholes throughout the village. Jill Coleman raised the issue of a broken drain cover in the lay-by on church lane that requires attention.

5. Clerk's Report written and presented by Sue Dalglish (see Appendix E & F)

The Financial Statement for the Parish Council as at 31 March 2023 was presented and a few areas were highlighted. The cost of grass and hedge cutting has reduced this year as there was an error in the year 21/22 where an additional invoice was submitted – this resulted in a credit for the current year 22/23 which has therefore reduced costs. Footpath lighting costs have reduced in the year 22/23 as the council managed to secure a fixed cost tariff however this contract will be due for renewal shortly and it is expected that footpath lighting cost will increase next year. Clerks costs increased this year as two monthly salary payments had been delayed from the 21/22 year in respect of Mimi Wheeler and we also had a two-month period in May and June 2022 when we employed two clerks to cover training and a handover of the role. In January 2023 the National Clerical Pay Agreement was implemented which resulted in an increase in salaries which were backdated to April 2022. We are currently also looking to recruit a new parish clerk.

The parish council made three grants to the community this year – there were two payments to the PCC in respect of churchyard maintenance costs as one related to a later payment for the year 2021/22 and a grant to the village hall committee as a contribution towards of the purchase and installation costs of the new projector and sound system. Village asset maintenance costs were lower this year however these are expected to increase next year as we anticipate increased maintenance costs associated with playground equipment. Thanks were also given to James Clear and Peter Stokes for their work repairing the gate in the village orchard which helped save the parish council approximately 500.00 – their help and assistance was much appreciated. It was reported that current parish council account balances are healthy.

6. Village Hall Management Committee Report prepared and delivered by Paul Wright (see Appendix G)

Paul highlighted the achievement of CIO status for the village hall which is the Charity commission and ACRE's preferred method of governance for community halls. He thanked Chris Reid and Louise Beaton for their help and support achieving this. The village hall has three new committee members this year bringing the total committee to ten which is wonderful. He also wanted to thank the numerous people who act as friends of the village hall for all their help and support. It was reported that bookings were steady and at a good level. The village hall committee has put a lot of effort this year into energy saving methods to help reduce costs with items such as timers, LED lighting and the heating system remotely controlled by a phone app to ensure it is not left running at a higher temperature by mistake. Further details are covered in the report marked Appendix G.

7. Kingston Poor Land Charity report prepared by Peter Reynolds and presented by Sue Dalgleish (see Appendix H)

It was reported that income fluctuated slightly over recent years as the charity transitioned from their old tenant to their new tenant. The charity is now in a good financial situation having secured a new tenant for their land. The income figure for the year 2022/23 was 3008.15 which is a substantial increase from past years when they had the previous tenant. Payments made during 2022/23 totalled 1942.00 which also included legal fees of 720.00. In the year 2022/23 the charity made payments totally 1200.00 to households in the village and expects to make several more payments in future years. Total funds in the charity's bank account as at 31 March 2023 were 8532.70. The increase in income for the charity following the change of tenancy has enabled them to make larger, more useful payments to those in need. Full details can be seen in Appendix H.

8. Parochial Church Council report – written by Peter Reynolds presented by Sue Dalgleish. (Appendix I)

The PCC has had a successful year of fund raising with an amount of 8263.00 raised up until 31 December 2022. Several very successful concerts have been held in the church in the past year along with many celebrations of national events such as the service for the Platinum Jubilee in June 2022, a special service of commemoration and thanksgiving for HM the Queen on 18 September 2022 and a peel of bells for the proclamation of King Charles III.

Preparations in respect of the repair and replacement of the church roof have been proceeding well. Fundraising had achieved a figure of 134,738.00 as at 28 March 2023 leaving a figure of 6343.00 to be reached before the project will be fully funded. It is anticipated that fundraising efforts will continue over the coming months. An inspection by the Bat Conservation Trust for Natural England has confirmed that work on the church roof is only permissible between March-April or August -October. The PCC has therefore agreed that, based on the level of fundraising that has been achieved, work will start on 1 September 2023 subject to an inspection of fabric by the architect.

Church finances continue to be healthy – full details are shown in Appendix I.

9. County Councillor's report written and presented by Michael Atkins (Appendix J).

Michael discussed the support that the council provides for children and families in the way of vouchers during school holidays for those eligible for

free school meals and the provision of warm hubs over winter which have been very successful. The topic of 20mph speed zones and the bid process was discussed - it was thought that this scheme will prove to be popular.

The topic of the Cambridge Congestion Charge was also discussed and included the issues that the village has recently faced with the No 18 bus service which has caused inconvenience for many. The question of the mayor's 1 per cent precept charge to fund the bus service as an interim measure was also raised as people wanted to ask about future plans once the current provision has expired to ensure that the village continues to be served by a regular bus service.

The topics of pot holes and blocked drains were also discussed with questions raised by many in the audience. In particular flooding in Field Road was highlighted as this often makes using the road difficult for pedestrians trying to access their properties after a period of heavy rain as most drains in the area are blocked.

#### 10. Open Forum

No further questions.

The meeting finished at 21:11pm

Signed.....

Date.....

## Appendix A

### Chairman's Report for Kingston Annual Parish Meeting

16 May 2023

It has been a busy year again for the Parish Council. Several issues have continued to develop over the past year including plans relating to the East West Rail project on which we expect to have an update about the final route selection in the near future. The parish council continues to be represented at regular local group meetings with other representatives from the area – the last meeting was held on the 24<sup>th</sup> April 2023 at Haslingfield Village Hall.

There has been continued consultation in respect of the proposed Luton Airport expansion plans however further information regarding an update on progress is not expected till later in the year.

We have recently welcomed Mark Nicholls and Paul Wheeler as new Parish Councillors. They have quickly become involved in the day to day running of the parish council and their experience and contributions are very much appreciated.

We have received a few planning applications within the last year and these have mostly related to individual properties. Full details of all planning applications can be found on the South Cambridgeshire Planning Website pages.

I would like to thank Miki Ellar for her work as editor of the Parish Magazine. It is a very useful way for us to help communicate with everyone in the village. The parish council also uses our village website to post details of current events and copies of the minutes of parish meetings which may be of interest. These can be accessed by keying <https://kingstonvillage.org.uk>

The village has faced a challenging time in recent months in respect of transport following the decision by Stagecoach to discontinue their provision of the No 18 bus route. Julie Conder, our parish councillor is actively involved in monitoring the situation and is in regular contact with Whippet Coaches to resolve some of the issues we have faced. Further details will be provided in her report.

I would like to thank my fellow Councillors for their time and support over the last year and also for the help of our Parish Clerk, Katie Vickers.

Sue Dagleish  
Chairman  
Kingston Parish Council

# South Cambridgeshire District Council – Caldecote Ward Councillor's Annual Report –April 2023

Caldecote Ward comprising the Parishes of Bourn, Caldecote, Childerley,  
Kingston, Little Gransden & Longstowe



## 1. Introduction

I want to thank all the Parish Councils for their support throughout the past municipal year as life resumed some semblance of normalcy after the Coronavirus (Covid19). This report covers the last 12 months of activities by the District Council and Councillors which I hope will be useful for you.

## 2. Governance

**District Council** – The District Council is in LibDem administration. Following two by-elections comprises 36 LibDems, 9 Conservatives and 1 Independent councillor.

We continued to build upon our ambitious 5-year business plan for 2019 to 2024 in the four key priority areas we identified:

- **Growing local businesses and economies** – We will support businesses of all sizes, to help create new jobs and opportunities near to where people live.
- **Housing that is affordable for everyone to live in** – We will build vibrant communities in locations where people have good access to facilities and transport links, so they can genuinely afford to lead a happy and healthy life.
- **Being green to our core** – We will create a cleaner, greener and zero-carbon future for our communities.
- **A modern and caring Council** – We will provide our customers with high-quality services, strive to reduce costs, build on what we are good at to generate our own income and make decisions in a transparent, open and inclusive way.

## 3. Housing and Planning

### Housing

Following are some of our achievements on housing issues:

- Delivered 88 new affordable homes (acquired and/or built). Prior to 2018 when we came into administration, delivery was 30 or less per year.
- Produced an Asset Management Plan. This will improve the energy efficiency of existing Council housing to reduce carbon impact and running costs.
- Implemented new maintenance contract for all council housing stock. This should improve the service that Council tenants receive.
- Adopted an Empty Homes Strategy to enable empty homes be brought back into use.
- We have installed solar Photovoltaic Systems on 60 Properties. Actions on target to be completed 2022-23.
- We continue to support the liaison meetings in Cottenham, Sawston, Hardwick, Caldecote (which I chair), Swavesey and Barrington. Also supported and community forums in Northstowe, Waterbeach, North-West Cambridge, Cambridge East, North-East Cambridge and Bourn Airfield and Cambourne (which I chair).
- Approved a work programme for insulation measures over the next four years to narrow the gap on the zero-carbon target.

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## Homes for Ukraine

- Very active in the local administration of the government's Home for Ukraine scheme.
- We have issued a weekly community update for hosts and, recently, one for guests
- South Cambridgeshire has remained one of the local authorities with the highest number of Ukrainian arrivals showing high level of hospitality in the district.
- As of year ending March 2023, 408 hosts have welcomed 787 Ukrainian guests into their homes, 914 DBS checks have been completed and 405 welfare visits made.
- We are helping some to find a new host, apply for social housing, or to rent privately.
- The council is still looking for potential hosts, so those who can help, please contact [duty.communities@scams.gov.uk](mailto:duty.communities@scams.gov.uk)

## Planning

- We continue the work on the joint local plan with Cambridge City that will determine how our district is developed over the period 2020-2041.
- Produced First Proposals in 2021 for the emerging plan identifying jobs/housing needs, proposed new sites to build on and new policies. It proposed for both Councils areas adding 11,640 to those in current local plan, on 19 new sites and only 384 homes proposed to be in 5 villages. There are already 33,500 allocated in current adopted local plans 2018 for the period 2011-2031.
- In 2022, we produced a report assessing feedback provided by local people from The First Proposals. This is informing the next steps in the Local Plan process as discussed in a series of 5 meetings of the Joint Local Plan Advisory Committee which I chair.
- We continue to monitor the economic growth in Greater Cambridge, and this year reported the update on jobs growth and housing need require additional 8,000 homes. But emphasised that the needs cannot be met unless the water supply issue is resolved by Cambridge Water and Anglian Water. So no further sites have yet been identified beyond what was in the First Proposals
- We adopted three (3) more Neighbourhood plans giving the communities a say in how their area grows in future, bringing total so far to eight (8).
- We have adopted a new joint Compliance Policy (formerly Enforcement) and created e-form for reporting potential planning breaches.
- The Greater Cambridge Shared Planning Service (GCSPS) has been commended finalists and won industry awards, including for Community Engagement and Youth Engagement. The GCSPS also won £250K from Government to further develop our online community engagement process.
- The joint Five Year Housing Land Supply with Cambridge City is 6.2 years. Housing trajectory shows house building going well and more anticipated to be delivered than set in the local plan 2018 for the period 2011 to 2031.

## 4. Growing local businesses and economies

The economy of South Cambs is dependent on small businesses, so

- We implemented a new and improved policy to support the street trading sector across South Cambridgeshire. This policy will ensure high levels of safety compliance and enable the sector to thrive through the introduction of flexible trading models.
- Supported some existing markets to grow and helped to set up new street markets for example in Northstowe;



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- Created an SCDC specific operational/implementation plan based on the Nov 2021 refreshed Cambridgeshire and Peterborough Combined Authority (CPCA) Employment and Skill Strategy.
  - Provided business support advice to over 100 businesses.
  - Completed a feasibility study looking at how South Cambs Hall could be used to provide workspace for businesses, including start-ups.
  - Established an up-to-date list of Business Premises for start-ups.

## **5. A Modern and Caring Council**

Being a modern council means we have had to do a lot of work to bring databases and processes up to date, and continue to transform how the council works to meet with the times.

- Complete and analyse a staff satisfaction survey.
- Introduced hybrid working arrangements further increasing our attractiveness as an employer.
- Introduced a modular management skills program for middle managers.
- Completed a survey of all council tenants to better understand their priorities and to be able to compare satisfaction with other organisations.
- Refresh caravan site licencing policy, fees and charges. The new policy will ensure that caravan sites are inspected periodically and that residents have suitable housing provision. Actions on target to be completed 2022-23:
- Use the Council's Community Led Plan toolkit to support local communities identify, plan and address the issues they identify in their communities.
- Support 150 new clients through the housing department's visiting support service.
- Spend £500,000 in total in the form of disabled facilities grant and repairs grant to allow people to live independently and safely in their homes.
- Prevent homelessness for at least 50% of the people who approach us who are at risk of becoming homeless throughout the year and offer support to those who are homeless.
- Continue the proactive working relationship with the job centre in delivering mentoring circles plus upskilling and cross training initiatives throughout the year.
- 100% compliance with landlord safety checks to council housing including, electrical safety, gas installations and where appropriate fire risk assessments and water safety tests.

### **Cost of Living support**

The cost-of-living crisis affects everyone and SCDC has been supporting residents through the winter.

- We supplied more than 300 residents who are 'just about managing' with free electric blankets and slow cookers - low-cost methods of staying warm and cooking food.
- Extra funding was provided to support an extra 100 eligible families with housing costs through Discretionary Housing Payments, Discretionary Council Tax discounts and a Warm Hubs programme.
- A further £200,000 has recently been allocated for further support.
- Amongst other initiatives, a series of roadshows are planned, giving cost-of-living talks designed to highlight the support available to the most vulnerable.
- We plan to evolve the successful Warm Hubs into Community Wellbeing Hubs, offering more services.

### **Financial Accounts**

- We updated the system for use in recording the Council's accounts (from spreadsheets we inherited in 2018)

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- We introduced a single data base system for the councils register of assets (from the spreadsheets we inherited)
  - As the council had not met its audit targets for the preceding four years in 2018, upgrading we had to do took time and effort, but great progress now.
  - Approved accounts for 2019/20 are awaiting audit by the Auditors and for 2020/21 have been finished waiting for the 2019/20 to be signed off by EY. Work has started on 2021/22, but we paused till two previous accounts get signed off.

## **6. Green To Our Core**

The achievements include but are not limited to

- Provided equipment and information kits to minimise waste and separate recycling at community events.
- Reviewed the impact and outcomes of the existing food waste collection trial and the future of the scheme including budget requirements.
- 2 electric refuse collection vehicles to replace the diesel versions have been received. • Annual Statutory Status report for air quality has been submitted to DEFRA and accepted. Actions on target to be completed 2022-23:
- Review community rooms and other small sites to identify and deliver opportunities for carbon reduction.
- Develop planning policies consistent with zero carbon by 2050 for adoption in the Greater Cambridge Local Plan, in partnership with Cambridge City Council.
- Identify and deliver opportunities to invest in publicly accessible electric vehicle charge points in priority locations in the district, working with partners - pilot installations of fast EV Chargers at Sheltered Housing Schemes for public use, and install one rapid charger for public use.
- Identify and deliver new opportunities to plant trees, establish wildflower strips and in other ways enhance nature on our own estate, in consultation with residents.
- Work to ensure that development in South Cambridgeshire contributes to the goal of doubling nature by developing planning policies for adoption in the Greater Cambridge Local Plan, and by adopting a new Biodiversity Supplementary Planning Document in partnership with Cambridge City Council.
- Work with partners to develop landscape-scale habitat creation projects.
- Deliver '6 Free Trees' initiative to increase the amount of tree cover of parish council land, enhancing biodiversity and carbon capture.
- Define and implement required improvements at the depot to prepare for further electric refuse collection vehicle (eRCV) charging. Page 94 Appendix A: Draft 2023-24 Business Plan Action Plan

We are going to

- Install solar-powered EV charging at our Waterbeach depot
- Install EV charging at South Cambs Hall and in sheltered housing schemes.

## **7. Community Issues**

I continue to assist residents with issues either as individuals or a community group on issues including housing, planning, waste collection, benefits, grants application support.

### **Luton Airport Airspace Deployment AD6**

I continue to assist residents who are being affected by the AD6 flight path changes.

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- I support RELAS campaign group
  - I was interviewed on BBC Radio Cambridgeshire in July 2022 and you can read about it on my blog at <https://bit.ly/AD6onBBCRad>.
  - The SCDC Leader Cllr Smith secured quarterly meetings with Luton Airport for updates
  - I also met with and chaired a meeting with Head of Luton Airport Operation – Noise enquiries, a Community Noise Executive - LLA Noise Enquiries together with two co-founders of RELAS in mid August.
  - I also supported the RELAS public meeting held in February which had record attendance.
  - The Post Implementation Review (PIR) period has now been extended by 3 months from May to end of September 2023
  - I encourage those being disturbed to continue to complain to Luton during this post implementation period (PIR) and join the RELAS facebook group, or offer any expertise they have to the campaign. It is very important because Luton Airport have a separate Development Consent Order planning application with the Planning Inspectorate. They want to expand capacity from 18million to 32 million passengers per year. If AD6 is permanent, the airspace over our villages will become very noisy.

## 8. Casework

If you need my assistance at any time in the interim, I am always available to you, so please contact me in one of the usual ways, details in the box below. If you are on facebook, I strongly recommend liking my page at <https://www.facebook.com/itsCouncillorTumi/> to get information and updates quickly.

*Tumi*

Tumi Hawkins  
30 April 2023

<b>Email me @:</b>	<a href="mailto:tumi@tumihawkins.org.uk">tumi@tumihawkins.org.uk</a>
<b>Read my blog at:</b>	<a href="http://www.TumiHawkins.org.uk">http://www.TumiHawkins.org.uk</a>
<b>Twitter:</b>	<a href="#">@CouncillorTumi</a>
<b>Facebook</b>	<a href="#">@itsCouncillorTumi</a>
<b>LinkedIn</b>	<a href="#">TumiHawkins</a>
<b>Call me on:</b>	07802 323269

## Appendix C

### Kingston Number 18 Bus Service

Our village bus service has been subject to ups and downs over the past year. Although the Parish Council has no power and no say on the decisions made to provide the service, I have done my best to “make noise” on behalf of Kingston and to hold the service providers to account.

It was a shock when last summer we learnt that Stagecoach, who had been running the number 18 service for many years, decided to cut the route as they said it was not economic for them. Suddenly many routes in the county were under threat, but fortunately the County Council was able to step in and agree with our other local bus provider Whippet Coaches Ltd to take over the running of the route.

Perhaps though because of a lack of resources – Whippet admitted to me that they did not have enough drivers - the initial provision was traumatic for people who had no choice but to rely on the bus for transport. The number of daily services was cut, and we found that even those that were supposed to run were frequently cancelled, or the driver skipped Kingston (whether this was because of unfamiliarity with the correct route, or because they were trying to save time when the bus was running late, is not entirely clear).

Fortunately some of the timings that were cut have been restored in the March 2023 review of services and the timetable update. The current timetable is available on the Whippet website <https://www.go-whippet.co.uk/routes-timetables/local-routes/> The service reliability has also improved, although it is still far from perfect. There is an ongoing government initiative to encourage bus use with the provision of £2 single fares: this has been running from January, and will continue until the end of June.

Communication is key when planning to use the bus, but unfortunately Kingston does not have any electronic bus indicators at our bus stops, so it can be hard to know when the next bus is due. On the plus side, Whippet has a Twitter feed which is useful to give advance warning of problems and cancellations. <https://twitter.com/GoWhippet> There is also an app “MyBusTrip” for use on Android and Apple mobile phones which gives “real-time information” on the location of buses on the route (not entirely reliable I have found, but it gives an indication); similar information is available through the website <http://www.cambridgeshirebus.info/>

I will continue to monitor the bus service in Kingston, so please do let me know of your experiences using it, both good and bad. And do try it out – I believe it is important that we support the service and keep up the pressure to make it as customer friendly as possible.

*Julie Conder*

*Kingston Parish Councillor 5<sup>th</sup> May 2023*

## Appendix D

### Open Spaces Report for the Annual Parish Meeting, May 2023

#### *Rights of Way*

There are few issues to report. Paths are passable and have dried out after our wet spring. One issue on Footpath 11 near Armshold Farm, relating to the crossing of the feeder ditch, has been posted on the County Council's Highways reporting tool and is under investigation. Collectively, we might note, and welcome, the consideration shown by residents when walking these paths. Some have taken the trouble to collect litter while out and about, and most owners dutifully deal with whatever their dogs produce along the trail.

#### *Potholes*

Cold weather over winter has produced the usual crop of potholes and crumbling road surfaces. These have for the most part been reported via the Council's online site, and at the time of writing several have been addressed, especially those along the B1046. Most of the outstanding issues are in Church Lane.

#### *The Telephone Box*

Mobilised by Katherine Stalham, a team of volunteers has transformed the phone box. The new coats of red (and gold) paint are very smart and the Parish Council greatly appreciates the work put in to this end. We are researching costs involved in lifting and levelling the box, and will consider the feasibility of this operation in due course.

#### *The Playground*

Volunteers have kindly kept the weeds in check, and undertaken several running repairs, while the Parish Council has arranged for more bark to be placed around the tunnel slide. The upcoming annual safety inspection will highlight maintenance work required over the next twelve months. We anticipate that, in the short to medium term, significant expenditure may be required to address one or two issues relating to the tunnel.

#### *Speed Limits*

Parishes have been invited to bid this year for funding to set up 20mph zones, and Kingston has submitted an application in what seems likely to be a competitive process, covering all roads within the current 30mph limit.

#### *Village Work Day*

The Parish Council hope to organize another Work Day over the summer, focusing on litter collection and a general tidy up.

4 May 2023

## Appendix E

### KINGSTON PARISH COUNCIL - FINANCIAL STATEMENT FOR THE YEAR 2022/23

2022/23 £		2021/22 £
<b>INCOME</b>		
10,860	Precept	10,311
306	Grasscutting	305
35	Kingston Oil Club	60
151	Interest earned	9
60	Allotment rent	60
540	VAT reclaim for previous year	0
<b>11,952</b>	<b>Total</b>	<b>10,745</b>
<b>EXPENDITURE</b>		
418	Insurance	377
65	Audit fees	60
2,185	Grass and hedge cutting (contract)	2,911
2,963	Clerk's salary	1,732
150	Footpath lighting	331
431	Subscriptions	223
2,385	Grants	0
1,288	Village Hall improvement project	1,288
285	Asset maintenance	559
734	Parish magazine	700
598	Miscellaneous	512
501	VAT (reclaimable)	710
<b>12,003</b>	<b>Total</b>	<b>9,403</b>
<b>INCOME MINUS EXPENDITURE</b>		
<b>-51</b>		<b>1,342</b>
<b>BANK BALANCE AT 31 Mar</b>		
<b>18,630</b>		<b>18,681</b>
<b>-51</b>	<b>Change last year to this year</b>	<b>1,342</b>

## Appendix F

### Kingston Annual Parish Meeting 16 May 2023

#### Clerk's Report

I have attached a summary of income and expenditure for the year 2022/23, and will now highlight a few items from this.

#### 1. Grass and Hedge cutting

Stuart Buchan Landscapes have again provided a satisfactory service so have been allocated as our contractors this year. We continue to receive a payment from the County Council for cutting of grass verges within the village, and from Mrs Heyman for cutting an area of grass owned by her adjoining Field Row. The overall total yearly cost has reduced from the 2021/22 figure as there was, in error, an additional monthly charge made last year. A credit was therefore agreed and carried forward to the current financial year which resulted in the monthly charge for grass cutting for one month being reduced to a figure of 24.73.

#### 2. Grants

Two grants were made to the Parochial Church Council of 850.00 for churchyard maintenance in the financial year 2022/23 – this represented grass cutting account invoices for the years 2021/22 and 2022/23. An amount of 734.00 was also made in respect of Parish Magazine costs.

A grant of 685.00 was paid to the Village Hall Management Committee as a contribution towards the Projector and Sound System Project for the village hall. This money came from South Cambridgeshire District Council and was the remainder of S106 money arising from two past developments in the parish.

#### 3. Communication

The Parish Council uses the magazine to disseminate information to residents. The magazine continues to be delivered to all households in the parish free of charge. Miki Ellar acts as our editor and does a wonderful job collating information each month about local events being held throughout the parish.

#### 4. Bank Balances

Our total bank balances as at the end of the year stood at 18630.00. This is slight decrease of 51.00 on last year's figure of 18681.00 and represents a healthy reserve.



## 5. Audit of accounts

Our formalities for the audit for the 2022/23 financial year are complete. The internal auditor has completed his report. Anybody may request to inspect the Parish Council accounts and other documentation. Results of the audit are published in the usual way.

Parish Clerk

## Appendix G

### KINGSTON VILLAGE HALL MANAGEMENT COMMITTEE CHAIRMAN'S REPORT TO THE KINGSTON PARISH ANNUAL MEETING 16 MAY 2023

The great achievement of the year has been our adoption of CIO status, which is the Charity Commission's and ACRES's preferred method of governance for community halls. Importantly, it absolves individual trustees of legal and financial liability. We are grateful to Chris Reid for seeing us through the process and for Louise Beaton's and ACRES's expert guidance.

John Easy, Jill Coleman and Neil Campbell have left the committee, but remain as "friends" (joining Miki Ellar, Heather Ginn and Janet Clear) and we are grateful for all the work they have put in. We are very pleased to welcome back Mark Stalham as a committee member, and Louise Gaffney and Brett Barnes as new members. These three bring our total committee to ten. However, the committee is top heavy in terms of age and so we need to encourage more from the middle and younger generations to join as members or friends, and take over as people retire.

Bookings have remained steady with regular users and a number of private events. We advertise on two halls for hire websites which produce a useful number of bookings. We are about to make leaflet drops to local businesses to advertise our suitability for conferences etc.

With the installation of WiFi and projector and screen (with S106 funding), erection of the fire screen around the oil tank, repairs to the leaning oil tank fence and a new main door handle, we can honestly say our refurbishment is complete.

Cromwell Fire have carried out their annual inspection of extinguishers and alarms. Peter Stokes carried out his regular annual inspection, including the emergency lighting check, resulting in various recommendations for action which have since been implemented.

We have put much effort into energy saving over the winter, with a timer on the hot water controls and LED lights in the large hall. The heating is now controlled remotely by a phone app..

We gambled on a temporary dip in the cost of oil in August to fill our tank to the brim and we still have a quarter of a tank remaining. Our electricity price is fixed until August, so we have had our energy costs under control.

With Covid restrictions being phased out in the past year, our coffee mornings and pub evenings are back to normal. We must thank Miki, Jill and other helpers for the coffee morning, and all the committee and the Easys for the pub evening with pizzas.

The Christmas Fair raised over a £1010, which was a magnificent achievement. We must thank Suzy and her the hardworking team of stallholders: Miki, Pat, Peter, Neil and Jill.

Katherine Stalham took on the organisation of the quiz, which was great success as a social event and fund-raiser. Pat Draper and several of the committee successfully enlisted enthusiastic volunteers to organise September's BBQ, and we expect the same for the coming June one. This is as it should be, as we exist to facilitate social events through efficient management of the hall; as distinct from being a social committee. The village must be made aware that this is a wonderful facility, and they should take advantage of it and not just wait for others to organise events.

So, I would like to thank the whole committee for their support over the past year and, in particular, Chris Reid as treasurer and Peter Stokes as unofficial clerk of works.

Paul Wright

## Appendix H

### Kingston Pools' Land Charity

#### Annual Report 2023

Since our last report for 2022 was submitted only a few months ago (October 2022) there are not so many changes to report this time.

Our new tenant has settled in and is making regular rental payments to the Charity.

Income and expenditure for the last four years is as follows:

	<b>Deposits</b>	<b>Payments</b>
1/4/19 to 31/3/20	£809.21	£520.00
1/4/20 to 31/3/21	£2.27	£600.00
1/4/21 to 31/3/22	£6613.73	£6690.40
1/4/22 to 31/3/23	£3008.15	£1942.00

As we explained in our report for 2022 the unusual fluctuations are due to the transition from our old tenant to our new tenant. The figures for 2019/20 showed the last full year with our old tenant. The low income for 2020/21 is the transition year between the old tenant and the new tenant. The rental arrears from the old tenant were collected the following year as part of the final agreement between all parties. The large income for 2021/22 includes these arrears, some new rental payments and a deposit of £3000 we are holding on behalf of the new tenant. The large expenditure in 2021/22 includes legal fees (£6410). The figures for 2022/23 show our first full year with our new tenant.

If the deposits for 2019/20 (£809.21) are compared with those for 2022/23 (£3008.15) you will notice a substantial increase in the Charity's income. This is due to the increase in the rent we are receiving.

The payments we made in 2022/23 (£1942.00) have also increased since 2019/20 (£520.00). This is partly due to a final payment of some legal fees (£720.00) but is also due to the larger payments we are now able to make to people in need in the village. In 2022/23 we made payments totalling £1200 to 8 families in need. We expect to make further large payments in future years once we have built up our reserve funds.

The total funds in the bank at 31<sup>st</sup> March 2023 was £8532.70.

In summary the increase in income for the Charity has enabled us to make larger, more useful, payments to people in need and to start to rebuild our reserve funds.

The Charity, as always, is ready to help (in confidence) anyone in the village who needs financial help.

Donal O'Donnell & Peter Reynolds  
Trustees  
May 2023

## Appendix I

### ANNUAL REPORT OF THE PROCEEDINGS OF THE PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF ALL SAINTS AND SAINT ANDREW, KINGSTON – MARCH 2022 – 2023

#### 1. Statement required under the Parochial Church Councils (Powers) Measure 1956

The Parochial Church Council agrees to cooperate with the Team Rector in charge of the Papworth Team Ministry (Team East) in promoting in the parish of Kingston the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

#### 2. Members of the Council who have served during the current financial year

Rev Nigel di Castiglione (Team Rector)

Rev S Day (Team Vicar)

Mrs K Forsythe (Churchwarden, Treasurer)

Mr P Reynolds (Secretary)

Mrs L Steele

Mrs C Allison

Mr E T Smith (Churchwarden)

**Parochial Church Council Meetings** were held three times, on 24.05.22, 11.10.22 and 31.01.23

#### 3. The following were the principal matters dealt with by the PCC March 2021 – March 2022:

- (i) Fund raising to 31.12.22 total £8,263, including Auction of Promises on 17.06.02, raised £6,500. Carol singing raised £850.
- (ii) Five concerts: Ermine Street Wind Band 22.05.22 (raised £1,229); Mulberry Klezmer Band 28.10.22 (£330); three concerts by Harcamlow Music: Henrik Persson 'Music for the viol' 17.10.22 (£427); 'Folly and Melancholy' baroque trios 25.11.22 (£262); Cambridge String Quartet 'Late, Last Least' 10.02.23 (£215). PCC provided refreshments.
- (iii) Collections donated to charities: £101 (£332 in 2021).
- (iv) Maintaining public worship: two services - Holy Communion and Family Worship - each month. Harvest Festival 16.10.22; Remembrance Service 13.11.22; Christmas Carol Service 17.12.22, and Nativity Play 18.12.22 and Christmas Eve crib service.
- (v) Three funeral/memorial services with interments in the churchyard: Marjorie Hewish 27.06.22, David Heath 08.07.22, Michael Black 13.07.22. One memorial service: Pat Maloney 06.07.22.
- (vi) Baptism of Isobel Charles 19.02.23.
- (vii) Commemoration of national events: peal of bells 02.06.22, flower festival in church (01.06.22-05.06.22) and special service for HM the Queen's Platinum Jubilee (05.06.22); special service of commemoration and thanksgiving for HM the Queen on 18.09.22; peal of bells for proclamation of King Charles III 11.09.22. Planning commenced for coronation of King Charles in May 2023.
- (viii) Two extraordinary public meetings to discuss future of the church in Kingston and of the PCC: Vision for the Future 12.05.22 in church and Emergency Church Meeting in Village Hall 02.03.23.

- (ix) Annual inspection of fabric; fire extinguisher inspection by Morgan Fire Protection 28.02.23; and boiler inspection and repairs December 2022-January 2023 (Huttie and Terry Edwards of Telmech).
- (x) Repairs to church tower (Edward Steel): cost £1,250 to date. Work remains to be completed.
- (xi) Inspection of church by Bat Conservation Trust for Natural England 19.06.22. Letter and report from English Nature 07.10.22 confirming works to church roof only permissible March-April or August-October.
- (xii) Nave ceiling, south aisle roof and south clerestory window repairs: new quotation received from Bakers of Danbury 23.01.23: £121,911 including VAT. Architects' fees remain estimated at £12,900 including VAT. PCC third party contribution for Amey Cespa £6,270. Total cost £141,081.
- (xiii) Grant applications for fabric repairs: FCC Communities Fund unsuccessful. Four successful applications: Amey Cespa Communities Fund, £57,000 promised; The Benefact Trust (formerly All Churches Trust), £3,000 received; The Prince of Wales Charitable foundation, £3,000 received; Garfield Weston, £8,000 received. The Jack Patson Trust application remains outstanding. Total funding secured to date, including PCC contribution and VAT reclaim £134,738. Sum outstanding as of 28.03.23 £6,343. PCC resolved to go ahead with start date for works 01.09.23, subject to inspection of fabric by architect and possible revision of specification.
- (xiv) Theft of silver chalice and paten (by Thomas Buttell, c1570), and of brass alms dish from church safe during week before 02.10.22. Press release 04.11.22; Cambridgeshire Constabulary public appeal 08.11.22; registration of theft with Art Loss Register 18.11.22. Notification of Ecclesiastical Insurance. (Crime reference number 35/71217/22. Ecclesiastical Insurance claim number 441411.)
- (xv) Exploration of commissioning new chalice and paten from Bishopsland Educational Trust. Safe also to be replaced.
- (xvi) Discussion with Parish Council concerning grants for publishing Parish and Church Magazine and for maintenance of churchyard. Acceptance of offer from Stuart Dagleish to make donations for three years to cover difference between actual cost of maintenance and the grant from the Parish Council (£850 in 2022).
- (xvii) Appointments of new PCC Treasurer, Kay Forsythe to replace Sue Chase, and of new PCC Secretary, Peter Reynolds.

#### 4. Finances to 31.12.2022

The main funding for the church has been donations by standing orders and income from the Endowment Fund. Grants were received from the Parish Council towards the upkeep of the churchyard and to subsidise the Parish and Church Magazine. Income for the year to December 31<sup>st</sup> 2020 for the General Purposes Account was £25,891 (£22,465 in 2021); and expenditure £24,850 (£21,043 in 2021), with an excess of income over expenditure of £1,041 (£1,422 in 2021). Dividends from the Endowment Fund to 31.12.22 were £2,544 (£2,357 in 2021). Gift Aid tax refunds on donations amounted to £2,180 (£3,961 in 2021).

#### Balances

Fund	31.12.2022	31.12.2021	31.12.2020	31.12.2019	31.12.2018
General	£9,651	£8,610	£7,188	£12,818	£3,807
Restoration	£45,694	£26,029	£18,419	£22,776	£20,970

Todd Fund	£796	£786	£777	£767	£757
Endowment	£57,043	£63,740	£57,021	£59,995	£50,280

The Parish Ministry Share was increased from £6,700 in 2021 to £6,758 in 2022.  
Kingston's Team Share remained unchanged at £1,860.

5. **The Electoral Roll** in March 2023 numbers 20.

**6. Attendance at services**

Average Sunday attendances

Service	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
H. C.	5	5	6	7	6	5	6	6	5	5	4
E. P.	7	7	6	6	3	3	3	3	0	0	0
F. S.	16	13	13	14	10	10	10	10	11	5	5

Attendance at the major festivals

Festival	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Easter	26	31	49	33	39	23	42	38	0	25	30
Harvest	43	16	21	26	17	32	27	21	20	12	12
Carol Service	38	75	31	[52]	[45]	36	35	35	0	15	15
Christmas Eve + Day	42	46	30	47	41	20	35	20	16	3	17
<b>Total</b>	<b>149</b>	<b>168</b>	<b>131</b>	<b>158</b>	<b>142</b>	<b>111</b>	<b>139</b>	<b>114</b>	<b>36</b>	<b>55</b>	<b>74</b>

Attendance at Holy Communion and at Family Service was stable but remains very low.  
The Christmas Eve crib service was much better attended than the Christmas Day Service in 2021. The figures for Harvest and the Carol Service were unchanged between 2021 and 2022.

Churchwarden Torrie Smith  
Churchwarden and Treasurer Kay Forsythe  
Secretary Peter Reynolds

Signed.....Chairperson

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# Appendix J

## County Councillor Report Cllr Michael Atkins, Hardwick Division Annual Report April 2023

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### Council composition

The composition of the Council has changed following: the sad death of Cllr Derek Giles; Cllr Doug Dew changing parties; and the resignations of Cllrs Cox Condrón and D. Schumann. Updated numbers are as follows:

- Conservatives 26
- Liberal Democrat 22
- Labour 8
- Independents 3

By-elections will be held on May 4<sup>th</sup> for the two vacant seats.

During this time I have served as a substitute member of the Children and Young People committee, and will take up a new role in April as vice-chair of that committee. I have also represented the council on the Combined Authority's Overview and Scrutiny Committee, and on the Fire Authority.

### Council Finances

The high rates of inflation in the last year, and the turmoil of the Liz Truss / Kwasi Kwarteng mini budget, increased the costs of providing council services and therefore widened the budget gap. The Council increased its portion of Council Tax in February, by 4.99% in total—2.99% for general services, and 2% for adult social care.

### Adults and Health

National changes in health and care decision-making took place during the year, with the creation of local Integrated Care Systems spanning health and social care. Cambridgeshire & Peterborough created a joint Health & Wellbeing Board to replace the previous separate Cambridgeshire & Peterborough Boards.

This year has exposed the vulnerability of NHS services nationally and also locally. A BBC investigation last summer of dental provision in the UK revealed that no dental practice in Cambridgeshire was accepting new adult patients. Large numbers of patients are having to travel far afield, or pay money they cannot afford for private treatment.

### Children and Young People

Funding of vouchers over the school holidays for families eligible for free school meals has continued, as has the Holiday Activity & Food programme for the children of eligible families. The cost of living crisis has seen many Cambridgeshire families reliant on such schemes.



The Council was praised by Ofsted for the work of senior leaders in Children's Services in responding to the challenge of Covid, and for maintaining continuity during structural change,

The council is still seeking residents who would like to make a difference to the life of a child or young person by becoming a foster carer.

In a piece of good news for Cambridgeshire, the council and the Government reached agreement on the 'safety valve' process to resolve the escalating deficit in the cost of Special Educational Needs and Disabilities education. The deficit was expected to grow to over £90m by 2025/26 if left unchecked, and the council was not permitted to divert funding from other sources to fill the gap. Cambridgeshire has been awarded £49m which will be used to create 463 new special school places, with a further £11.3m in capital funding to support new SEND provision on mainstream school sites. Cambridgeshire has historically received less funding per child for education than other areas.

## Communities, Social Mobility & Inclusion

COSMIC (Communities, Social Mobility & Inclusion Committee) has continued to oversee the Household Support Fund, which supports people experiencing immediate financial hardship to pay for food, household energy or other essential items. An increasing number of families are struggling financially at the moment. COSMIC agreed to use some of the money from the fund to give a 'payment holiday' to pensioners in arrears with their water bills.

A Warm Hubs programme over the winter was funded by the NHS and administered by Cambridgeshire ACRE with fantastic support from local parishes. I was pleased to visit the Comberton hub alongside other district councillors and the South Cambridgeshire CEO last winter.

A review of the mobile library service resulted in a number of improvements, including more stops, more fuel-efficient routes, and local storage of vehicles. Cambridgeshire's Library@home volunteers were one of three voluntary organisations in the county to be given the Queen's Award for Voluntary Service—the highest award a local voluntary group can receive in the UK.

The Government is introducing a requirement for photographic ID for voters at elections. This starts with the elections in May, and will cost up to £180m over ten years, despite cases of voter identity fraud at polling stations being almost non-existent. The County Council is working with the Districts (who administer elections) to provide support.

## Environment

The Council awarded the first spending from its Just Transition fund, including £2m for a business case for the first phase of the Council's plan for Cambridgeshire to reach Net Zero carbon by 2045. £2m was also awarded for flood work and nature restoration.

The County Council is working with district councils on energy retrofits in homes with poor energy efficiency.

The waste disposal contract with Thalia (formerly Amey) at Waterbeach has taken considerable amounts of council time. In addition to the odour emission works required by the Environment Agency, the new year saw new enforcement by the Environment Agency of rules on 'persistent organic pollutants in waste upholstered domestic seating'. This led to a week of the council being unable to accept unwanted sofas, futons, gaming chairs, upholstered dining seats, and other similar items. These must now be incinerated not landfilled. In addition to this, discussions are also ongoing with Defra regarding proposals to introduce weekly food waste collections.

The first households in Swaffham Prior are now receiving renewable energy from the new energy centre. Interest in this project has been considerable. Other energy projects, including the new heat system at Comberton Village College, are continuing to progress. In conjunction with iChoose the council ran another round of Solar Together, the group buying scheme for homeowners wanting to invest in solar panels and battery storage.

The Examination into the planning application by Sunnica for the large solar farm between Burwell and Red Lodge began in autumn 2022.

Anglian Water and Cambridge Water announced in the autumn their preferred location for a new reservoir in the Fens, north of Chatteris, to come onstream in the late 2030s. A planning application will come in due course and progress through a number of stages. It will be a decision for the Secretary of State through the Planning Inspectorate, as with other major infrastructure schemes.

The council has published an interim Tree Strategy, which it will revise once it has baseline information about what trees the council has, where they are, and how the council can expand and improve its tree assets.

We agreed a motion to the Full Council calling for managed divestment by the council's Pension Fund from fossil fuels.

The county council plans to fit street lighting with energy-efficient LEDs. The council spends £3.3m a year on energy for street lights, and this sum will pay back in under six years.

## Transport and Highways

The condition of Cambridgeshire's roads and pavements remains a serious challenge. This situation has been building for many years in which the council's approach was one of 'managed decline'. However, recent extreme weather has speeded up that decline very significantly. The peaty soil under the road surface has shrunk in hot dry weather, and expanded in wet weather, causing the surface to crater and split. Adding more tarmac to level the surface simply increases the weight and makes matters worse. The severity and extent of the problem is far beyond the maintenance budget of the council, so simply 'freeing up some money' is not an option. The council has been actively engaging with the Department for Transport to seek their support and funding.

The freezing spell over winter caused many road and pavement surface defects, and failure of pothole repairs. Because of the widespread extent, many were treated with temporary repairs which suffered in the further temperature fluctuations. Residents should continue to log potholes on the reportit website, and our local highways team are working hard to assess these and prioritise for treatment. The council now has three 'dragon patchers' (all-in-one pothole machines) working round the clock and further reviews will hopefully improve the quality of repairs carried out by our contractors and the level of service provided.

The council used a data interpretation and modelling tool to identify a 'Safe and Dry' programme of 115 locations where work was needed to improve flood resilience, and work began on the first fifty of these locations. The council is also undertaking a two-year programme to clean and plot all gullies and surface drainage features to improve highways drainage management into the future.

The new funding pot for 20mph schemes has attracted a large amount of interest and I am expecting bids to be submitted from several of our parishes.

In September 2022 Stagecoach gave six weeks' notice of its intention to withdraw from a large number of bus routes. The Combined Authority pulled together a tender process at very short notice, and was able to find new providers for most of those routes, though there have been

changes in frequency and extent of several of them. Additional funding was diverted to support these routes, and the Mayor has decided to levy a precept which will be added to the council tax to ensure the stability of these services for a further year.

## Major Infrastructure (inc. GCP)

**STZ:** In autumn the Greater Cambridge Partnership (GCP) consulted on its proposals for improved bus provision and active travel in the Cambridge area, which it proposed to fund through a charge for driving in a 'Sustainable Travel Zone' between 7:00AM and 7:00PM on weekdays. The results of the consultation will be published later this year. I am particularly keen to see the results and understand how our widely-held desire for better bus services can be best brought about.

**C2C:** The Council has approved the submission of a Transport and Works Act order to the Secretary of State for this scheme. This followed extensive debate in the chamber, including contributions from members of the public and parish councils. I'm very grateful to everyone who made the trip to Alconbury to make their voices heard. I supported an amendment to delay approval of the scheme to enable a comparison between it and the CPPF on-road route, but sadly this was not supported by a majority of councillors. I subsequently supported the progression of the scheme to this next stage. My speeches explaining my decisions are available on my facebook page (below), and the debate as a whole can be watched on youtube at this link: <https://www.youtube.com/watch?v=iwbAi8Q9e5Q> from around the 32m mark. We expect that the secretary of state will hold a public inquiry into the scheme before making their decision. If you wish to show your support for the on-road option, you can get in touch with Cambridge Past Present and Future (CPPF) who are spearheading this work via <https://www.cambridgeppf.org/appeal/save-the-coton-green-corridor>

Progress continues to be made on the Greenways cycle schemes, including an improved surface on the M11 bridge part of the Comberton scheme. I am expecting accelerated delivery of these over the next two years, subject to resolving remaining concerns e.g. in Grantchester.

The whole year has passed without any further substantive details about the East-West Rail scheme, although the Westminster government has recommitted to the delivery of this project. An announcement on the final route is expected in May.

## Contact Details

Councillors and residents are welcome to contact me on any issue which is concerning them:

Clr Michael I. Atkins  
[matkinslibdem@gmail.com](mailto:matkinslibdem@gmail.com)  
<https://www.facebook.com/cllrMichaelatkins>  
07968 264637