

**Kingston Parish Council**  
**Minutes of Meeting held at 8.00pm on 14 January 2010**

**Present:**

Simon Draper, Chairman  
Tim Fitzjohn  
Julie Conder  
Robin Martlew, SCDC  
Peter Stokes, Clerk

**1. Apologies**

Helen Underwood, Mike Warren, Fiona Whelan.

It was noticed that since the timing of meetings has been moved from the 3rd Thursday in the month to the 2nd Thursday, this may be causing a problem for those members with children who need to attend parents' evenings. The timing of meetings will therefore be discussed at the next meeting, in case the dates need to be changed. Since all members need to be present for this discussion to be productive, it was agreed the Clerk will confirm that all members can attend the next meeting, and if not, it will be changed to a date when all members can attend. **Action: Clerk.**

**2. Minutes of last meeting**

Accepted.

**3. Matters Arising**

- 3.1. **3.1 Kingston Play Area:** The Clerk provided an update on this project. Bad weather may delay the start of work at the site.
- 3.2. **3.2 Cranes Lane allotments:** SCDC have responded to say that although they are willing to remove the 'uplift in value' condition they are not willing to share KPC's legal costs. Agreed that KPC does not wish to proceed with the purchase at this time. No further action.
- 3.3. **3.5 Health and Safety policy:** no further progress. **Action: Clerk.**
- 3.4. **3.5 Risk assessments:** no further progress. **Action: Clerk.**
- 3.5. **3.6 Internal Auditor:** Valerie Seekings draft appointment letter approved. **Action: Clerk.**
- 3.6. **3.6 Hedge at Mr and Mrs Venn's property:** no further progress. **Action: Clerk.**
- 3.7. **4.2 Village Orchard:** two areas to be grassed. Simon Draper agreed to seed the areas. **Action: SD.**
- 3.8. **4.3 Tree Warden:** no volunteers. No further action.
- 3.9. **SCDC Chairman's delegation procedure:** Cllr Martlew reported that the procedure has been changed, and parish council representatives will have better access to Planning Committee meetings involving contentious or disputed applications, but the attendance of parish council representatives will require the approval of the District Councillor for the parish concerned.
- 3.10. **Field Road green:** no further progress. **Action: Clerk.**
- 3.11. **Footpaths not reinstated:** no further progress. **Action TF.**
- 3.12. **9.2 Gap in hedge at recreation ground:** a right of way passes through this gap so it cannot be closed. Agreed that a gate will be installed instead. Clerk to get specifications and prices. **Action: Clerk.**

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#### 4. Correspondence

- 4.1. **Mobile fish and chip shop:** emails have been received from B. Prince who is planning to start a mobile fish and chip shop, which will visit Kingston. The Clerk has already advised B. Prince that a) there are no particular preferred days to visit Kingston and b) the best place to park would be on the village hall car park. Agreed no objections or further action.
- 4.2. **Request for a £200 grant for liquor licence from VHMC:** not discussed – to be discussed at next meeting.
- 4.3. **Request to keep beehives on the orchard:** Mrs Lee Steele asks if she could keep beehives on the orchard. Agreed that this would not be permitted as the orchard is a public area, and the presence of bees may intimidate or pose a danger to visitors. Clerk to advise Mrs Steele. **Action: Clerk.**
- 4.4. **Workshop on litterpick events:** SCDC wants to support community events to improve local environments, and is to hold a 'Community Clear Up workshop' in February. Agreed that the Chairman would approach Helen Underwood to see if she is willing to organise a litterpick this year. Clerk to forward to Helen the information from SCDC. **Action: SD, Clerk.**
- 4.5. **Consultation on HGV issues:** no issues for Kingston.
- 4.6. **Consultation on transport plan:** Chairman will read the documents and report back. **Action: SD.**
- 4.7. **Grant for PCC:** the PCC has requested the usual annual grant of £570 for upkeep of the churchyard. Agreed. **Action: Clerk.**
- 4.8. **Cost of footpath lighting:** letter from CCC advising that the maintenance and energy for 2009/2010 will be £240.65, and will be invoiced in January.
- 4.9. **Children's centres:** letter from CCC giving details of centres throughout the county. Parents may access services at any of these. Details of nearby centres to be published in the parish magazine and the website. **Action: Clerk.**
- 4.10. **Tree issues:** letter from Peter Reynolds on several matters:
  - 4.10.1. There are four trees on the orchard which are growing into overhead power lines which should be pollarded. Agreed the Clerk to contact the owner of the powerlines to request this action. **Action: Clerk**
  - 4.10.2. There are some other tasks which should be done in the next 2 or 3 months, e.g. pruning fruit trees and removing ivy. Agreed KPC will organise a working party for April. KPC also intends to organise an 'event' on the Orchard in June, similar to the one in June 2009. **Action: Clerk.**
  - 4.10.3. Peter Reynolds has a number of willow seedlings and requests permission to plant a group of about 8 of them, suitably spaced, at the western end of the Swards. This item was not discussed – to be discussed at the next meeting.  
Agreed that the Clerk would reply to Peter Reynolds on all these matters. **Action: Clerk.**
- 4.11. **Letter from Andrew Lansley MP** asking if we had any comments on the provision of youth facilities in Kingston. Agreed that the Clerk would reply expressing concern over the withdrawal of some Citi4 bus services which affect youths living in Kingston. **Action: Clerk.**
- 4.12. **Email from Trudy Newman-Hart, PCSO:** advising that she has left the police force for another position.
- 4.13. **Email from Linda Browne, Community Liaison Support Assistant:** Linda's remit is to visit parishes to spread the word about services offered by SCDC. She is

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looking for a suitable event to attend in Kingston. Agreed that she will be invited to speak at the Annual Parish Meeting on 20 May. **Action: Clerk.**

**5. County Councillor's report**

- 5.1. The development of 97 houses in Caldecote goes to the Planning Committee at SCDC on 3rd Feb. Cllr Whelan will be representing Caldecote PC's disagreement with the proposal.
- 5.2. Next week the County Council will be discussing a second Secondary School, operated by CVC, to be built in Cambourne. Whilst Cllr Whelan happy it's being discussed, she sees no evidence of any money to build it with. She remains concerned at the number of places that will available vs the number required in the coming few years.
- 5.3. 6th form at CVC. There are still many concerns about the current and future parking arrangements at the school, and the travel plan which does not appear to be very robust. Cllr Whelan has had several meetings with the planners at SCDC, Cllrs Martlew and Harangozo, and residents of Comberton in recent weeks. The Application goes to the Planning Committee on Feb 3<sup>rd</sup>.
- 5.4. Gritting Bins. Villages appear to be 50:50 split over whether to purchase them or not. Some have declined as they are worried about possible legal liability. Others prefer to put them in but leave the spreading of grit up to villagers on an informal and ad hoc basis.

**6. District Councillor's report**

There has been some criticism of some of CCC's activities such as its failure to repair potholes adequately or promptly. Cllr Martlew points out that the county budget has been cut by central government to fund its own initiatives despite increasing costs for the county due to inflation and population increases, so that after making what efficiency savings it can, CCC has no option but to reduce services.

**7. 2010/11 grass cutting contract**

Stuart Buchan has offered to renew the contract at a 3% increase. Agreed that the maximum increase that is acceptable is 0.3%, the increase in RPI in the 12 months ending November 2009 (source: Office for National Statistics). **Action: Clerk.**

**8. 2010/11 budget and precept**

The following sums were agreed for the 2010/11 budget:

- 8.1. Increases of 0.3% (RPI increase 12 months to Nov 09) for grass and hedge cutting, Clerk's salary and grants.
- 8.2. 5% increase for insurance (suggested by TF).
- 8.3. £175 for audit fees, including £50 for the internal audit.
- 8.4. £250 for village asset maintenance, including the new gate at the recreation ground (see minute 3.12).
- 8.5. £150 for subscriptions.
- 8.6. £212 for parish magazine costs.
- 8.7. 3% increase for footpath lighting costs.
- 8.8. £163 for miscellaneous/expenses.
- 8.9. A nominal £9 for deposit account interest.
- 8.10. The number of band D equivalent houses assumed to be in Kingston for the 2009/10 budget was 111.9. The equivalent figure for 2010/11 is 114.2, an increase

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of 1.020554%. It was therefore agreed to increase the precept by 1.020554% giving a precept for 2010/11 of £6515. This should result in no increase of the parish council component of council tax for Kingston residents. See Appendix A for the final agreed budget and precept calculation. **Action: Clerk.**

**9. Clerk's report**

- 9.1. The bi-monthly report was circulated before the meeting – see Appendix B.
- 9.2. Invoices for payment: SLCC subscription £44.00, Cambridgeshire ACRE subscription: £25.00, parish magazine £212.31. All agreed for payment. **Action: Clerk.**

**10. Planning Applications**

- 10.1. S/1792/09/F extensions and alterations at Bridgefield (revised design): already responded 'no comment' as agreed by Clerk and Chairman. Agreed no comment.
- 10.2. S/1622/09/F change of use from agricultural barn/stable to office/domestic use at Kingston Pastures Cottage: no response by KPC.
- 10.3. S/1624/09/LB alterations and conversion of barn/stable to office/domestic use at Kingston Pastures Cottage: no response by KPC.
- 10.4. C/11/40/056 fell a tree at Orchard House. Agreed no comment.

**11. Items for next meeting**

None

**12. Date of next meeting**

11 March 2010.

Meeting ended at 10.20 pm

Signed.....

Date.....

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Appendix A

**Financial report: 14 January 2010**

N.B. All figures exclude VAT

Item	Budget 2009-10 £	Expenditure YTD £	Budget minus expenditure YTD £	Comments
Grass and Hedge cutting	1710.00	1721.29	-11.29	CCC contribution deducted. Fasnacloich contribution not yet received.
Insurance	752.00	515.33	236.67	No further payments expected
Clerk's salary	957.00	0.00	957.00	
Grants (section 137)	571.00	0.00	571.00	Excl grant (£570) requested by PCC
Audit fee	140.00	120.00	20.00	No further payments expected
Village asset maintenance	250.00	0.00	250.00	
Subscriptions	170.00	77.08	92.92	CPALC and NALC. Excl £25 invoiced by Cambs ACRE.
Parish Magazine	261.00	0.00	261.00	Excl £212 invoiced by PCC for 2008
Footpath lighting	240.00	0.00	240.00	£240.65 to be invoiced in January
Miscellaneous and expenses	175.00	162.83	12.17	£70 Land Registry, £70 village hall rental 2008,
Income other than precept	-130.00	-34.39	-95.61	Land registry refund, interest
To reserves	1288.00			
<b>Total</b>	<b>6384.00</b>	<b>2562.14</b>	<b>3821.86</b>	

<b>Bank balances</b>	Current account:	247.47	
	Deposit account:	11309.99	Reserves
		12500.00	50% Play Pathfinder grant
		23809.99	Total

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Appendix B

**Final budget 20010 - 11**

N.B. All figures exclude VAT

Item	Budget 2009-10 £	Estimated Expenditure 2009-10 £	Proposed budget 2010-11 £	Comments
Grass and Hedge cutting	1710	1710	1715	+3%. Contract price - CCC contribution - Fasnacloich contribution
Insurance	752	515	541	Reduction was achieved by switching insurer. 5% increase assumed
Clerk's salary	957	957	960	+0.3%
Grants (section 137)	571	570	587	+3%
Audit fee	140	120	175	includes internal audit £50
Village asset maintenance	250	0	250	includes new gate at rec. ground
Subscriptions	170	146	150	
Parish Magazine	261	212	212	
Footpath lighting	240	240	247	+3%
Miscellaneous and expenses	175	163	163	
Income other than precept	-130	-34	-9	
To reserves	1288		1524	
<b>Total/precept</b>	<b>6384</b>		<b>6515</b>	+1.020554% to balance increase in no. of equiv band D houses

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