

Kingston Parish Council
Minutes of Meeting held at 8.00pm on 9 July 2014

Present:

Tim Fitzjohn, Chairman (TF)
Julie Conder (JCo)
James Clear (JCI)
Trish Dunlop (TD)
Keith Tan (KT)
Peter Stokes, Clerk
Tumi Hawkins (SCDC)
Stephen Frost (CCC)

1. Apologies

1.1. None

2. Minutes of last meeting

2.1. Agreed

3. Matters Arising

3.1. **7.1 Cycleway between Kingston and Toft - finance:** Stephen Frost was absent so this could not be discussed.

3.2. **7.1 Cycleway between Kingston and Toft – feedback from residents:** Jon Murphy has said he is in favour of a footpath.

4. Correspondence

4.1. **Email from CCC** re new Bikebus service to be introduced on 27 July. Buses will run on Sundays and Bank Holidays only on a route between Cambridge and Gamblingay (in both directions) passing through Orwell, Wimpole Estate, and Arrington. Each bus will tow a trailer enabling passengers to load a bike. Details to be passed to JCo for an item on the website/Facebook. Item to be put in August magazine. **Action: JCO, Clerk.**

5. County Councillor's report

5.1. No report

6. District Councillor's report

6.1. See Appendix A (sent after the meeting)

7. Village Hall upgrade project

7.1. Grant applications have been made to Biffa and Amey-Cespa.

8. Open Spaces report

8.1. No report

9. Clerk's report

9.1. Bi-monthly report: this was circulated previously, see Appendix B.

9.2. Invoices for payment:

9.2.1. Expenses TF (printing costs Community Plan) £185.00: agreed for payment

9.2.2. Buchan's Landscapes grasscutting £434.69: agreed for payment

9.2.3. SCDC election costs £75.00: agreed for payment

- 9.2.4. LCR magazine subscription £17.00: agreed for payment
 - 9.2.5. Peter Stokes clerk's salary for June £74.18: agreed for payment
 - 9.2.6. HMRC PAYE for June £18.40: agreed for payment
 - 9.2.7. Peter Stokes clerk's salary for July £73.98: agreed for payment
 - 9.2.8. HMRC PAYE for July £18.60: agreed for payment
 - 9.2.9. Peter Stokes Clerk's salary for August £74.18: agreed for payment
 - 9.2.10. HMRC PAYE for August £18.40: agreed for payment
 - 9.2.11. Kingston Village Hire charges for 2013 £128.00: agreed for payment
- 9.3. **Parish Council banking:** agreed to open accounts with Unity Trust Bank, in view of increased assurances regarding their probity and safety, and the difficulties encountered when trying to open an account with Lloyds Bank. Accounts to be set up so that:
- 9.3.1. All 5 members and the Clerk have access to telephone and internet banking, including ability to set up transactions
 - 9.3.2. All members but not the Clerk are signatories
 - 9.3.3. Any two signatories required to authorise an external transaction, one signatory required to authorise an internal transaction (i.e. a transfer between accounts).
- Action: Clerk.**
- 9.4. **Local Highways Improvements 2014 bid:** agreed to re-submit last year's bid. It was also agreed to investigate whether our chances of success would be improved by splitting our bid into two separate bids. **Action: Clerk.**
- 9.5. **Parish Council insurance:** in response to a query from TF, the Clerk has been pursuing cover for members' and employees' indemnity with the insurers. The insurers have responded but misunderstood the question: they have offered cover, not previously included, to indemnify the council for losses arising through malpractice, fraud or error by a member (previously provided only for an employee) at no additional charge. While this additional cover is welcome it is not was requested. TF to provide suitable wording so that the Clerk can clarify with the insurers exactly what is required. **Action: TF, Clerk.**

10. Planning

10.1. **S/1290/14/FL infill building to farm buildings South Sea Farm, Bourn Road**

- 10.1.1. JCI declared an interest in this application as he is the applicant. He took no part in the subsequent discussion.
- 10.1.2. It was agreed by TF and the Clerk to respond 'no recommendation' on 27/06/2014 under Standing Order 13.3. The earlier decision was confirmed.

10.2. **S/1349/14/LB demolition of garage and erection of annexe at House on the Green, Bourn Road:** agreed to approve this application providing there is a condition requiring that the annexe is used only as ancillary accommodation to the main building and not as a separate dwelling. The applicants have indicated (ref their letter to SCDC dd 6 June 2014) that they would be willing to accept such a condition.

10.3. **S/1452/14/FL single storey breakfast room extension to kitchen at The Old Rectory, Rectory Lane**

- 10.3.1. TF and JCo declared interests in this application as they both live close to the site, with gardens overlooking the site. Neither of these councillors took part in the subsequent discussion.
- 10.3.2. It was agreed that the parish council would respond 'no recommendation'.

11. **Date of next meeting:** 18 September 2014 (changed from 11 September)

Meeting ended at 21:30

Signed.....

Date.....

South Cambridgeshire District Councillor's Monthly Report

July 2014

1. SCDC Administrative Structure for 2014-15

The cabinet structure for SCDC has changed slightly. There are still 8 cabinet members with the following portfolios: Housing, Finance & Staffing, Environmental Services, Corporate Services, Northstowe, Economic Development, Planning & Localism, and the Leader. Planning was formerly split into Planning Policy, and Planning Development Control, however, that has now changed. All planning, both development control and policy is now with Cllr Pippa Corney, whilst Cllr Nick Wright has Economic Development.

2. Parish Planning Forum

The next **Parish Planning Forum** will be held on **Mon 21st July 6.30-8pm at South Cambs Hall, Cambourne**. This is the first of two forums that are held each year to discuss planning matters. The meetings which are chaired by Cllr Pippa Corney, Planning Portfolio holder, provide an opportunity for parish councillors and clerks to raise planning topics and issues facing them and discuss them with the Portfolio Holder and officers.

Agenda topics for the July meeting include: Solar Farms, an update on the Local Plan, Planning Training for Parish Councils, advice from our Tree Service, and an opportunity to ask general planning questions.

Please note that the second Parish Planning Forum will be held on **8th December 6.30-8pm at South Cambs Hall, Cambourne**, so please put it in your diaries.

3. Strategic Partnerships with Hunts Council and Cambridge City

SCDC cabinet will be considering formalising shared Building Control Services with Huntingdonshire District Council, and Legal and ICT services with Cambridge City Council. Discussions have been ongoing since the “unplanned” announcement in May.

Cabinet is meeting on 10th July, and the paper they will be considering says that “shared services through a strategic partnership could improve resilience, provide specialist skills and deliver efficiency savings of up to 15% to help protect residents from the full force of national cuts to funding”. Now is code for job losses and fewer staff carrying heavier work loads as we have seen in recent months. This ofcourse leads to longer waiting times for residents to have their issues seen to. The matter should go to full council after it has done its round at Cabinet.

4. SCDC Business Workshops

REMINDER: The business workshops from the South Cambridgeshire Business Support Service will be starting up again in March 2014. These are half-day workshops are run by Exemplas on behalf of the council, to help those running or thinking of starting a business in the district and cover subjects focusing on the specific needs of local businesses, including business planning, recruitment and websites and social media. Each workshop costs £10 +VAT, and anyone interested in attending can reserve a place by telephone 0844 346 0755 (Monday to Friday 8.30am to 5.30pm) and pay by credit or debit card. Full details can be found by visiting www.exemplas.com/southcambs

5. Tour de France - 7th July 2014 – How to watch, Where not to drive

All details pertaining to the July 7th visit of the Tour de France in Cambridge and South Cambridgeshire – from Parkers Piece through the medieval city, down Trumpington Road, out through Shelfords, Sawston, Hinxton and into Saffron Walden – can be found at <http://www.cambridgeshire.gov.uk/>.

The race starts at 12.15pm on Gonville Place, but there will all kinds of activities on Parkers Piece from 8.30am. There will also be a carnival procession starting at 10.15am which will follow the race route. An information leaflet by the stakeholders can be found at <http://tinyurl.com/oe5t9qn>.

6. Nominations for Queens Birthday Honours 2015

The Department for Communities and Local Government are inviting nominations for the Queen's Birthday 2015 Honours List.

Details on how to complete a nomination form are available from the Local Government Association website at <http://www.local.gov.uk/local-government-honours>

Help and advice on the process is available from Jennifer Ryan jennifer.ryan@communities.gsi.gov.uk . The deadline for nominations is 5pm on Monday 4 August 2014 and the nominations need to be sent to Julian Matthews julian.matthews@communities.gsi.gov.uk.

7. Superfast Broadband

REMINDER- BT Infinity: Infinity installation is complete in Highfields Caldecote and superfast broadband is available to all the village. Anyone who is having difficulty ordering the service should contact me directly as I have an arrangement in place to forward these issues to BT Openreach Project Manager to resolve.

Connecting Cambridgeshire – Fantastic progress being made with 125 cabinets going live by end of June. On schedule for the cabinets going live by end of September 2014, including those for Comberton Exchange.

8. Casework

Your Councillor is here to help you. Please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services (housing, planning, benefits, council tax, bin collection etc). I can be contacted by phone, email or via my website. I hope I can help but even if I can't, then it's highly likely that I know someone who can!

9. Councillor Drop-in surgery

This normally takes place on the first Thursday of every month, 7pm – 8pm at the Caldecote Village Hall and first Monday of every month, 6pm – 7pm at the Toft People's Hall. However I will be taking a break for the months of July, August and September, and will re-start in October. However, if you need my assistance, I am always available to you, so please contact me in one of the usual ways.

10. Dates for your diary

7 th July 2014	5pm	End of CIL Charging Schedule Consultation
7 th July 2014	12.15pm	Tour de France
10 th July 2014	6pm	Cabinet
21 st July 2014	6.30-8pm	South Cambs Hall
24 th July 2014	2pm	Full Council
31 st July 2014	5pm	Deadline for submissions, Community Right to Challenge
4 th August 2014	5pm	Deadline for nominations for Queens Birthday Honours 2015
6 th August 2014	10am	Planning Committee

Tumi

Tumi Hawkins
3-July 2014

Email me @:	tumi@tumihawkins.org.uk
Follow on twitter:	http://twitter.com/CouncillorTumi
Facebook share:	http://www.facebook.com/itsCouncillorTumi
Link on LinkedIn	http://www.linkedin.com/in/tumihawkins
Read my blog at:	http://www.TumiHawkins.org.uk
Call me on:	01954 210840

Appendix B

Financial report 9 July 2014

N.B. All figures exclude VAT

Item	Budget 2014-15 £	Expenditure YTD £	Budget minus expenditure YTD £	
Grass and Hedge cutting	1872	87	1785	
Insurance	677	677	0	no more invoices expected
Clerk's salary	1111	185	926	
Grants (section 137)	650	0	650	
Village Hall upgrade	16155	0	16155	
Audit fees	145	40	105	
Village asset maintenance	500	74	426	
Subscriptions	180	84	95	
Parish Magazine	470	0	470	
Footpath lighting	114	71	43	
Miscellaneous and expenses	260	30	230	
Income other than precept	-20154	0	-20154	
Total	1979	1248		

Bank balances	Current account:	2164	
	Deposit account:	5593	1st instalment of precept received