

Kingston Parish Council
Minutes of Meeting held at 8.00pm on 10 March 2015

Present:

Tim Fitzjohn, Chairman (TF)
Julie Conder (JCo)
James Clear (JCI)
Trish Dunlop (TD)
Keith Tan (KT)
Peter Stokes, Clerk

1. Apologies

1.1. Tumi Hawkins

2. Minutes of last meeting

2.1. Minute 11.1: '*TD dissenting...*' to be amended to '*TD abstaining...*'. Otherwise minutes accepted.

3. Matters Arising

3.1. **3.1 Cycleway between Kingston and Toft:** Stephen Frost not present. Agreed to contact Stephen Frost to ask him for an update. **Action: Clerk.**

3.2. **3.3 Broadband in Kingston:** TF has emailed Noelle Godfrey, Programme Director - Connecting Cambridgeshire, Cambridgeshire County Council, to complain about poor broadband speed in Kingston and to request that funding is found to bring fibre broadband into the village. He has received a reply which promises nothing, but the possible prospect of improved broadband speed for 'phase 2' of the programme. It was agreed that KPC needs to continue to agitate for improved broadband. TF to write item for the magazine to update village residents. **Action: TF.**

3.3. **4.2 Sustainable Parishes Energy Partnership:** Katherine Stalham has agreed to continue to be the Kingston rep for this initiative.

3.4. **9.4 Standard clauses in responses to planning application consultation:** the list of standard clauses obtained from Caldecote was helpful. Agreed to make a checklist of all clauses we are likely to need, and to use this to decide which of them to incorporate into any KPC response to a planning application consultation. **Action: Clerk.**

4. Correspondence

4.1. **Email from Toft Parish Council** asking for KPC agreement to Toft's application for funding from the Ramblers' Association to replace a stile on a footpath between Kingston and Toft with a kissing gate, to aid access by people with mobility problems. The stile is in Kingston parish. TF and TD have both visited the site, and TF has contacted Toft PC to say KPC has no objection. Toft has applied for funding to the Ramblers Association, who have offered to supply the gate if Toft PC will install it. The matter is to be discussed at the next Toft Parish Council meeting.

4.2. **Letter from Kingston PCC** thanking KPC for various grants.

4.3. **Email from SCDC** enquiring if there is any progress on updating the Kingston Community Plan. TF has replied. Agreed to put discuss in September 2015 meeting. **Action: Clerk.**

4.4. **Letter from Joan Reynolds** thanking KPC for nominating her for a 'Village Hero' award.

5. County Councillor's report

5.1. No report

6. District Councillor's report

6.1. No report

7. Village Hall upgrade project

7.1. Building work started 1 week late following a last-minute hitch with Biffa funding, quickly resolved. Agreed that Peter Stokes, in his capacity of Parish Clerk and Project Manager, would ask the contractors to inform him at the earliest opportunity of any problems encountered by the contractors which require a decision, or which might incur a cost or time overrun, in order that he can take any prompt action, obtain an authorised decision, or inform other persons as required. **Action: Clerk.**

8. Open Spaces report

8.1. The workday on 31 January was very successful, with much useful work done clearing ivy etc in the Orchard, and creating a dish drain and unblocking the drain under the drive of Willow Cottage in Crane' Lane.

8.2. A workday will be organised on 18 April to repair damaged verges in the village.
Action: Clerk.

9. Update on issues from building works in Crane's Lane

9.1. This matter was discussed further following an informal meeting with the householders. It was felt that the issues have been addressed, and the parish council will keep the situation under review.

10. Clerk's report

10.1. **Bi-monthly report** (circulated before meeting, see Appendix A): two items (magazine grant and village hall upgrade grant) have been mis-posted. Also the total balance in the deposit account is incorrectly shown. Report to be corrected and re-circulated.
Action: Clerk.

10.2. **Invoices for payment:** none

10.3. **Grass and hedge cutting for 2015:** Buchan's Landscapes have quoted £2208.24+ VAT which includes an amount for an additional hedge at the allotments. This represents an increase of 1.4% over last year. It was agreed to accept this quotation.

10.4. **Local Highways Improvement project for 2015/16:** we have been informed that we have been successful in our bid. More detailed information awaited.

10.5. **Orchard tea part and PCC event at church:** the date for this has already been set at 18 July, and the PCC have agreed to hold the church gift day, together with a teddy bear parachute jump from the church tower, on the same day. It was agreed that the tea event would run from 3.00pm – approx. 5.30pm. JCI will speak to Janet about organising the cream tea including seeking volunteers to make scones etc. It was agreed that KPC will cover costs of tea, milk, cream, jam etc. The Clerk will ask Mark Stalham if a bar can be organised. **Action: JCI, Clerk.**

10.6. **Parish Council archives:** at present the locally-held parish council archives are in the Clerk's garage, but cannot stay there. It is hoped that secure space will be allocated in one of the new storage cupboards in the village hall. In the meantime it was agreed that the Clerk will establish what archives need to be kept, either as a legal requirement or for record purposes, and discard any not required. **Action: Clerk.**

10.7. **Insurance:** the Clerk has requested a quote from Aon Insurance, but has not yet received a response.

11. Planning

- 11.1. **S/2971/14/FL double garage at Wychwood, Crane's Lane:** permission has been granted.
- 11.2. **S/0321/15/FL change of use for Kingston Studio, Church Lane:** this has already been discussed and it was agreed to object to the application on the grounds that there is no undertaking to provide off-road parking. As Church Lane is narrow and not straight at this point, and is on a bus route, it was felt that on-road parking would result in verge damage and obstruction. It was a particular concern that the Planning Officer appears to believe that on-road parking would not be a problem, and also suggested that the village hall car park could be used for parking residents' cars. The Clerk has already responded to SCDC. Neighbouring householders have contacted KPC with similar concerns, which they have addressed direct to SCDC Planning Department.

12. Date of next meeting: 12 May 2015

Meeting ended at 21:50.

Signed.....

Date.....

Appendix A

Financial report 3 March 2015

N.B. All figures exclude VAT

Item	Budget 2014-15 £	Expenditure YTD £	Budget minus expenditure YTD £	
Grass and Hedge cutting	1872	1870	2	
Insurance	677	677	0	no more invoices expected
Clerk's salary	1111	1018	92	
Grants (section 137)	650	933	-284	
Village Hall upgrade	16155	14555	1600	
Audit fees	145	140	5	
Village asset maintenance	500	353	147	
Subscriptions	180	166	13	
Parish Magazine	470	470	0	
Footpath lighting	114	222	-108	
Miscellaneous and expenses	260	751	-491	
Income other than precept	-20154	-25465	5311	Includes S106 payment for Summerhill and loan from PWLB
Total	1979	-4309		
Bank balances	Current account:	603		
	Deposit account:	16689		