

# Kingston Parish Council

## Minutes of Annual Parish Meeting held at 8.00pm on 19 May 2016

### **Present:**

James Clear, Vice-Chairman of Kingston Parish Council, Chair of meeting

Julie Conder, Keith Tan, Councillors, Kingston Parish Council

Peter Stokes, Clerk to Kingston Parish Council

Tumi Hawkins, Councillor, South Cambridgeshire District Council

**Members of the public:** Janet Clear, Irene Heyman, Joan Reynolds, Donal O'Donnell, Suzy Stokes, Miki Ellar, Mark Stalham, Jill Coleman, Kay Forsythe, Gwen Owen Robinson, Hartmut Kuhlmann, Heather Ginn.

The following reports were presented. 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**

- 1.1. James Clear described the main features of a Neighbourhood Plan, and said that Kingston residents needed to decide whether or not Kingston wants one. Jill Coleman, Miki Ellar and a number of other villagers expressed support for the adoption of a plan. The parish council intends to publish some information on Neighbourhood Plans in a future issue of the parish magazine, inviting villagers to register their views.
- 1.2. Julie Conder highlighted the latest developments in the provision of faster broadband for Kingston. At a recent meeting with BT and Connecting Cambridgeshire, the parish council was informed that Kingston village will receive the new service by 'Fibre To The Premises', i.e. there will be no cabinet in the village, and households that sign up for the new fast broadband service will have a fibre cable leading directly to their house. This is good news, as it is the best way of delivering broadband. We were told that most houses in the village will have the new service available by the end of 2016 with the remainder having it available by June 2017. It will be necessary for households to contact their service provider to arrange to be connected. Houses outside the village (Old Wimpole Road, Kingston Wood Manor) cannot be served by this solution and will probably have to wait longer for fast broadband.
- 1.3. A vote of thanks was proposed for Julie Conder in recognition of her efforts to secure faster broadband for Kingston.

### **2. Financial report**

- 2.1. Heather Ginn asked a question about 'S106 money'. Peter Stokes explained that this refers to Section 106 of the Town and Country Planning Act 1990. Under this section agreements are reached between a planning authority and a land developer so that (in the most common form of S106 agreements) the developer pays a levy which is given to the local community to spend on a community facility such as a playground or school. Kingston Parish Council has received two such payments in recent times, totalling £6824, one in respect of the development at Summerhill, and the other for a new house built in Kingston Wood Manor. The Parish Council has already agreed in principle to commit some of this sum to a grant to the VHMC for improvement of the area outside the village hall.
- 2.2. Tumi Hawkins confirmed that the S106 procedure has been replaced by the Community Infrastructure Levy.

### **3. District Councillor's report**

### **4. Open Spaces report**

## **5. Village Hall report**

- 5.1. Mark Stalham, Chairman of the Village Hall Committee summarised the main priorities for Phase 2 of the improvement project: new floor for the old hall, repairs to the east window, insulation, electrical work and replacement of radiators, all in the old hall.
- 5.2. The current plan is to divide the work into separate projects for contractors, each separately funded and managed by the Village Hall Committee. We have already been told by two of the largest grant providers for Phase 1 that we can apply for further grants one year after completion of the work already funded, i.e. around September 2016.

## **6. Parochial Church Council report**

- 6.1. Nigel di Castiglione has now been instituted into the Papworth Team, Alexandra Clarke left at the end of February and Stephen Day is now our Team Vicar.
- 6.2. An Endowment Trust Fund has been set up. The field on Toft Road, previously owned by the Churchwardens, has been sold and the money has been used to start the Fund. Many further donations have been received. The Income generated from the Fund can be used to help finance the increasing Church costs. It is hoped that the Fund can be increased by donations and the aim is, over a long period of time, to reach £100,000 thus securing a future for the Church.
- 6.3. Forthcoming fundraising events: 'Open Garden' at Kingston Wood Manor on 12th June, church fete on 9th July.
- 6.4. Todd Fund: Mrs I Heyman asked how this Fund came about and why she has to pay a small amount to this each year. Janet Clear and Joan Reynolds were not sure how this came about and could only tell Mrs I Heyman that the money can be used for Kingston Children's Religious education.

## **7. Kingston Poor Land Charity report**

## **8. Open Forum**

- 8.1. Miki Ellar asked what activities were going on in the Beechdale premises of Kingston Barns. There was no clear information available from those present at the meeting but it was noted that planning permission had been granted some time ago for the conversion of the Barns to short term holiday lettings.
- 8.2. Keith Tan asked for more information on the proposed new speed bumps. Peter Stokes explained that the intention is to install two speed bumps at entrances to the village, one on Church Lane and one on Tinker's Lane. They will be the flat-topped type. It is hoped that these will help to reduce speeding through the village.
- 8.3. There was a general discussion on other measures that were available to reduce speeding, such as the 'Speedwatch' scheme. There was some support for this, and it may be advisable to investigate the degree of support throughout the village for establishing 'Speedwatch' in Kingston.
- 8.4. Heather Ginn mentioned that she has seen a number of near misses with buses, horses and skip lorries near her house. In particular she felt that buses drive too fast through the village and suggested a letter to the bus company might help.

The meeting finished at 21:45.

Signed.....

Date.....

## **Appendix A**

### **Chairman's report May 2016**

This has been a quiet year for the Parish Council. As usual we have met six times since the last Annual Parish meeting.

During the year the renovations, Phase 1, of the village hall were completed with the hall reopened. Once again the Parish Council would like to thank the Village Hall Committee team for their hard work in fund raising and managing the build. I know they are considering the remainder of the work Phase 2 and would be grateful for any offers of help.

The majority of the village is in a protected conservation zone with little scope for development. We seem to be surrounded by encroaching development, Cambourne continues to expand, Bourn Airfield development looks like it will go ahead and there is further development at Highfields Caldecote. The planners all say they are including green spaces to encourage a village feel but I feel that in a few years a small new town will have appeared along the A428.

After consultation Kingston Parish Council developed a Parish Plan a few years ago. This is our wish and expression of how the community might develop over the next few years. Unfortunately this does have any legal effect and in terms of planning is only a document for consideration.

The Parish Council has just started to consider a Neighbourhood Plan. This would be a document with legal force with the power to help us shape the development and growth of our Parish.

Preparing a Neighbourhood plan is a major task for a small Parish such as Kingston and we will be considering if there is the desire for a plan and if so how we might go about this.

It may be that the 'Kingston' view coincides with the current South Cambs Local Plan that shows no development other than infill within the village envelope. However this might not address the need for local lower cost housing or other issues that might arise.

### **Good News**

We have been keeping up the pressure on Connecting Cambridge, thank you Julie, on getting High Speed Broadband to Kingston. There has been a technical review and the outcome is that we will be getting the option of fibre-based broadband direct to each house giving very high possible speeds. Currently it is expected that this will be available to approximately half the houses in the village by the end of the year and the remainder by summer next year. Unfortunately the outlying houses at Kingston Manor Farm and Old Wimpole Road will not get this upgrade as they are

connected to different telephone 'cabinets' and will be upgraded later with no date currently available.

As well as thanking my co councillors and Peter our Clerk for their help over the year I would like to thank everybody who helps to organise the various events that take place during the year. These keep the village alive and hopefully with the new Village Hall facility there will be more opportunities.

Tim FitzJohn  
Chairman Kingston Parish Council

## **Appendix B**

### **Kingston Parish Council Annual Parish Meeting 19 May 2016 Clerk's Report**

I have attached a summary of income and expenditure for the year 2015/16, and will now highlight a few items from this.

#### **1. Grass and Hedgecutting**

Stuart Buchan Landscapes have provided satisfactory performance so after agreeing to keep their price at the same level as last year, i.e. no increase, they are again 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.

#### **2. Permissive path**

By kind permission of the landowners, the permissive footpath alongside the old railway bridge between Kingston and Toft continues to be open for pedestrians, equestrians and cyclists. The maintenance of this path including clearing of brambles is now paid for by the Parish Council as part of the grass and hedge cutting contract.

#### **3. Grants**

A payment of £2,000 was made to AmeyCespa, one of the grant providers for the village hall project, as the agreed 10% contribution from a third party. Since the Parish Council had already paid this sum to the Village Hall Management Committee last year as part of the agreed £20,000 grant, the management committee repaid £2,000 to the Parish Council, balancing the payment to AmeyCespa.

Grants were also made to the Parochial Church Council of £717 for graveyard maintenance, and £470 towards Parish Magazine costs. The magazine continues to be delivered to all households in the parish free of charge.

#### **4. Insurance**

The Parish Council has now changed its insurers to Aon UK Ltd as the previous insurers were unable to include councillor and employee indemnity. In changing, a better price was obtained resulting in a saving of £278. This price will be held firm for 5 years under an agreement between Aon and the Parish Council.

#### **5. S106 Money**

A further sum of S106 money (£1502) has been paid to Kingston Parish Council in respect of a new house built at Woodside Cottages, Kingston Wood.

#### **6. Bank Balances**

Our total bank balances at the end of the year stood at £20213, rather higher than usual due mainly to the S106 money.

The internal audit for the 2015/6 accounts has been completed without problems and the Parish Council has approved the accounts. The Annual Return has been sent to the external auditors. We do not expect any difficulties with this, and when the result of the audit is received it will be published in the usual way.

Peter Stokes  
Parish Clerk

**KINGSTON PARISH COUNCIL - FINANCIAL STATEMENT FOR THE YEAR 2015/16**

| <b>2014/15</b><br>£             |  | <b>2015/16</b><br>£ |
|---------------------------------|--|---------------------|
| <b>INCOME</b>                   |  |                     |
| 8605.00                         | Precept  | 8605.00             |
| 303.55                          | Grasscutting   | 303.55              |
| 0.00                            | Rebate from Kingston Oil Club  | 50.00               |
| 7.78                            | Interest earned  | 20.81               |
| 60.00                           | Allotment rent   | 45.00               |
| 5321.75                         | S106 payment from SCDC   | 1502.93             |
| 19975.00                        | Loan to finance grant to VHMC  | 0.00                |
| 1575.99                         | VAT reclaim for previous year (NB: 2014/15 was for two previous years) | 496.45              |
| 105.37                          | Cheque from KVHMC  | 2000.00             |
| <b>35954.44</b>                 | <b>Total</b>   | <b>13023.74</b>     |
| <b>EXPENDITURE</b>              |  |                     |
| 677.13                          | Insurance  | 399.12              |
| 140.00                          | Audit fees   | 240.00              |
| 2173.44                         | Grass and hedge cutting (contract)                                     | 2246.74             |
| 1018.38                         | Clerk's salary   | 1202.74             |
| 222.22                          | Footpath lighting  | 161.80              |
| 166.04                          | Subscriptions  | 224.40              |
| 933.26                          | Grants   | 660.00              |
| 14555.00                        | Village Hall improvement project                                       | 3156.66             |
| 352.69                          | Asset maintenance  | 349.93              |
| 470.00                          | Parish magazine  | 470.00              |
| 751.26                          | Miscellaneous  | 426.38              |
| 492.49                          | VAT (reclaimable)  | 504.16              |
| <b>21951.91</b>                 | <b>Total</b>   | <b>10041.93</b>     |
| <b>INCOME MINUS EXPENDITURE</b> |  |                     |
| <b>14002.53</b>                 |  | <b>2981.81</b>      |
| <b>BANK BALANCE AT 31 Mar</b>   |  |                     |
| 17232.14                        |  | 20213.95            |
|                                 | <b>Change last year to this year</b>                                   | <b>2981.81</b>      |

### 1. General

The makeup of South Cambridgeshire District Council (SCDC) for the 2015/16 municipal year, was: Conservatives 38, Liberal Democrats 11, Independents 7, Labour 1. Following the elections on 5<sup>th</sup> May, this changed to Conservatives 36, Liberal Democrats 14, Independents 6, Labour 1

I served as Opposition Spokesperson for the Economic Development Portfolio, member of Advisory Group for Ermine Street Ltd (SCDC as a private landlord).

At Parish level, I have worked with the Parish councils on District related issues as planning, environmental health (drainage/flooding), and held councillor drop-in surgeries where residents could come and discuss any issues or problems that they had or needed assistance to help resolve. I have also assisted local groups in their application for funding for a number of local projects. I also continue to be your Broadband Champion.

I want to thank all three Parish Councils for their support. I will continue to work together with you to get the best outcomes possible for all our villages on all matters to do with SCDC.

### 2. Planning

#### 2.1 Draft Local Development Plan (LDP) 2011-2031

The Draft LDP rumbled into controversy when on 20 May 2015, the Government Planning Inspector issued a letter suspending the Public Examination of the Plan. The suspension was primarily on 3 grounds:

1. The Council did not provide sufficient evidence to support the need for 33,000 new houses in South Cambridgeshire and the City.
2. The Council provided insufficient evidence to support the level of protection being given to the Green Belt around the City.
3. There was insufficient evidence to support the selection of large strategic sites for development of many thousands of houses along the A428 and the A10, as opposed to more sustainable locations around the City, mainly on the grounds that the roads will not cope and that the City Deal money is not guaranteed.

The Councils asked the Inspector to consider issuing a view on the principle of the Joint Housing Trajectory being taken, to try to mitigate the problem of the 5-year housing land supply shortage situation the Council found itself in following the loss of the two Waterbeach appeals. However, the Inspector did not consider it was appropriate – so the District continues to be subject to lots of speculative applications.

The Council undertook further work to address the issues that the Inspector raised, but these, seem to be superficial. The Council submitted the results of the additional work in March 2016. On the basis of this, the Public Examination will resume on 7<sup>th</sup> June 2016.

#### 2.2 Speculative Developments

The Council is still considered to be short on the provision of a 5-year housing land supply, therefore the District continues to be subject to lots of speculative applications. It is unclear how much of the 1300 shortfall has been made up in the last year.

#### 2.3 Caldecote – Application for 140 Houses by Gladmans

The Council received a planning application from Gladmans for developing a site on the north end of Caldecote to build 140 houses. Considering the village currently has 600 houses, the 140 will add just under 25% to the village size if given approval. Most consider this level of development as not sustainable for a Group Village with no shop, doctor's surgery, bus transport through the village, and primary school at capacity. The application is to go to planning committee in June 2016 for determination.

#### 2.5 Toft – Application for up to 90 Dwellings Bennell Farm

The Council received an outline application for the development of Bennell Farm for up to 90 houses, car park and football pitch. The site is one of those being considered for development in the draft Local Development Plan. As such I consider it premature that it is being submitted now whilst the LDP is

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suspended. The outline plan proposes to build some 3 storey houses, which I consider to be inappropriate in this location, as do most if not everyone (except the Applicants). There are significant infrastructure issues to be addressed if the plan is given approval, including drainage and sewerage, doctor's surgery capacity and traffic. By contrast, the application includes provision for facilities that the Parish does not need or want!

The application is going to be determined at Planning Committee meeting on 11<sup>th</sup> May 2016. We need to bear in mind that the Council is keen to reduce the shortfall in its 5-year housing land supply!!

## **2.4 Northstowe**

Work has now started on the build out of Northstowe!! Bloor Homes will be the first housebuilder on site as they build the first 92 houses on part of Phase 1. The affordable housing element for the whole of Northstowe is just 20%, a figure arrived on the basis of viability – the developers Gallagher claim the cost of infrastructure was much higher than envisaged.

Further information on the development can be found at [www.Northstowe.com](http://www.Northstowe.com).

## **3. Finance**

The Central Government grant was reduced from £2.65 million in 2014/15 to £1,806 million for 2015/16 to , to provide the usual services to the communities. The Council has had to cut costs drastically, share services and generating income to replace the shortfall. Its investment in housing company (Ermine Street) has helped in mitigating some of the shortfall. The reduction is expected to continue over the coming years and in fact has reduced to £0.92 million for 2016/17.

Estimated expenditure for the 2016/17 year is £17,821,580. We hope to get £5.265 million in New Homes Bonus and a couple of other smaller grants. To balance the books the council needs to raise circa £7.852million from Council Tax!

### **3.1 Council Tax**

The SCDC element of the council tax for 2015/16 was **£125.31 for a Band D**. For the new municipal year 2016/17, it has increased again by 4% to **£130.31**, an increase of £5 on the previous year.

The council tax figures for each village are:

|           | <b>Parish Precept</b> | <b>SCDC</b> | <b>Cambs County</b> | <b>Cambs Police</b> | <b>Cambs Fire</b> | <b>Total</b> |
|-----------|-----------------------|-------------|---------------------|---------------------|-------------------|--------------|
| Caldecote | £66.66                | £130.31     | £1167.12            | £183.15             | £65.52            | £1746.11     |
| Kingston  | £48.37                | £130.31     | £1167.12            | £183.15             | £65.52            | £1618.65     |
| Toft      | £41.24                | £130.31     | £1167.12            | £183.15             | £65.52            | £1607.96     |

The previous figures were: Caldecote £99.99 (reduction of £33.33), Kingston £73.80 (reduction of £25.43), Toft £73.53 (reduction of £32.29), County £1144.26 (increase of £22.86), Police including Crime Commissioner £181.35 (increase of £1.8) and Fire is £64.26 (increase of £1.26).

### **3.2 New Homes Bonus**

SCDC projected to receive £5.265 million for 2016/17. This is monies from government given to high growth areas to help with delivering new facilities and infrastructure, and is determined by the number of net new homes built in the municipal year.

This funding is expected to be used to help plug the gap in the Council's shortfall in funding from Central Government

## **4. Economic Development**

SCDC continues to say that South Cambridgeshire is open for business, and that it will continue to support local businesses and assist businesses to move to the area.

### **4.1 Business Workshops**

The council once again successfully ran the now annual Business Support Service, this time through a new company called Nwes which claims to be the UK's largest not-for-profit Enterprise Agency

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## **5. Housing**

The Chancellor of the Exchequer introduced a number of new housing related measures that will cause difficulties for Councils going forward. A major change is that Councils with housing stock must not increase rents, infact should reduce rents by 1% each year. This means that for SCDC, its plans for house building is now in jeopardy as the business case it had a year ago is predicated on increasing rents!

Further to this, the Government has decreed that when any of our high value properties become void, we must sell ..... that applies to most of our housing stock!

The government has also extended Right to Buy to Housing Associations, which means that their business model is no longer viable, resulting in reduced number of houses for rent.

Furthermore, the Chancellor has removed from private landlords the ability to offset their legitimate costs of borrowing against profits, and will be taxed on turnover. This has already resulted in some landlords selling their properties, reducing the number of properties available to rent. In addition, some are increasing rents to compensate for the increased costs. Invariably this is a tax on tenants, as its them that will be affected by this drive by the Government to give first time buyers a leg up on the housing market – to the detriment of renters.

### **5.1 Ermine Street Ltd**

Ermine Street Ltd continues to grow – it is the company designed to generate income for the Council as it acts as a landlord in the private sector.

Following the success of the initial £7m pilot project, the Council approved a further loan of £100million to the company to expand its operation. The Council expects Ermine Street to generate up to £600,000 in the next year and expects to be able to reinvest this revenue in the services it provides to the residents in the District.

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## **6. Greater Cambridge City Deal (GCCD)**

### **6.1 Better Bus Journeys**

The Greater Cambridge City Deal aims to facilitate the continued growth of the Cambridge sub region, by investing in infrastructure, housing and skills. The focus of the first year of the GCCD has been on creating the High Quality Public Transport (HQPT) scheme along the A428/A1303 corridor.

The County carried out public consultations on the options for the scheme to be delivered in two stages. Stage/Option 1 which is expected to run till 2020, will be the section running from Madingley Mulch to the City. Stage/Option 2 (running to 2030) is the westward section from Madingley Mulch to Caxton Gibbet roundabout.

Madingley Mulch to Cambridge: Option 1A-£18m (a bus route on existing section from M11-Madingley Mulch-Central), Option 1B-£20m (part along A1303 and part skirting American Cemetery-North), Option 1C-£67m (South of Coton in the Countryside, including new bridge over M11-South).

Cambourne to Madingley Mulch: Option 2A-nominal (along dual carriageway A428-North), Option 2B-£11m (along old A428), Option 2C-£26m (South of Highfields Caldecote and Hardwick to Bourn Airfield-South)

The full report can be found at [www.gccitydeal.co.uk](http://www.gccitydeal.co.uk) . Further work is scheduled for Sept 2016 and more consultation in 2017. Upshot is that the GCCD will not meet the timetable of spending the first tranche of funds within the first year of allocation.

## **7.0 Council Governance**

**Boundary Changes:** The Boundary Commission wants SCDC to reduce the number of Councillors and rationalise Ward boundaries. The recommendation is that we move to all out elections every

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4 years and the number of councillors drops from 57 to 45. It is the expectation of the Boundary Commission that when a review takes place numbers go down in response to greater efficiencies and also to reduce costs. There is a proposal for the new ward boundaries and it is expected that Toft will be put with Hardwick, whilst Kingston and Caldecote will be aligned with Bourn and Longstowe. We expect further consultation to take place before these are finalised.

South Cambs currently has 105 Parishes with more on the way – the Haslingfield part of Trumpington Meadows, Northstowe and West Cambourne likely to be next.

## 7. Broadband

### 7.1 Caldecote

I continue to receive messages from residents who are being told by BT that they cannot order Infinity because the cabinet in the village is not being upgraded. This is complete and utter rubbish.

BT's database is messed up, and no one seems to be able to put it right. I re-iterate once again that superfast fibre optic broadband is available in Highfields Caldecote and Childerley. We have Fibre To The Premises (FTTP) which we won as part of the Race to Infinity. I suggest that those who are having difficulty ordering infinity tell the BT operative exactly that to begin with.

Although I established a procedure with BT Openreach to get such issues resolved, that arrangement has now ceased. If there are significant numbers still having problems, then I may consider trying to re-open this arrangement, but as its now 5 years since the Race to Infinity ended, I cannot guarantee such an arrangement can be achieved again.

### 7.2 Toft, Kingston and Old Caldecote (Connecting Cambridgeshire Project)

The Comberton exchange which serves Old Caldecote, Kingston and Toft was upgraded during the year. Residents of Toft now have superfast broadband available to them and are well served by two fibre cabinets along the High Street.

Unfortunately, Old Caldecote and Kingston, being furthest away from the cabinets at Toft, still do not have fibre broadband available. A solution has been found for Kingston, but we await the solution for Old Caldecote.

## 8. Councillor Drop-in surgery/Case Work

I have been holding and will continue to hold drop-in surgeries on the first Monday of each month at Toft People's Hall from 6pm to 7pm, and on the first Thursday of each month, at the Caldecote Village Hall from 7pm to 7.50pm. This is so that residents can come and have a chat with me about any issues they wish to raise or is bothering them or want me to help them with at SCDC.

Thank you to those who have dropped and I hope to see many more people over the coming year.

Please feel free to bookmark my website <http://www.tumihawkins.org.uk> so that you can read in more detail about some of the issues that I've reported on here, and of course for information in the coming months.

My contact details are as shown below.

*Tumi*

Tumi Hawkins  
9-May-2016

|                           |   |
|---------------------------|---|
| <b>Email me @:</b>        | tumi@tumihawkins.org.uk   |
| <b>Follow on twitter:</b> | <a href="http://twitter.com/CouncillorTumi">http://twitter.com/CouncillorTumi</a>                 |
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| <b>Link on LinkedIn</b>   | <a href="http://www.linkedin.com/in/tumihawkins">http://www.linkedin.com/in/tumihawkins</a>       |
| <b>Read my blog at:</b>   | <a href="http://www.TumiHawkins.org.uk">http://www.TumiHawkins.org.uk</a>                         |
| <b>Call me on:</b>        | 01954 210840  |

## **Appendix D**

### **Annual Parish Meeting held on 19<sup>th</sup> May at 8pm in the Village Hall**

### **Report from the Open Spaces Officer**

The Role of the Open Spaces Officer is to deal with any problems relating to the land owned by the Parish Council or for which it is responsible for, which are – The Village Orchard, The Recreation Ground, The Village Green, The Village Allotments and The Swards.

The Village Orchard was the venue for the Summer Tea Party last July (in conjunction with the Church Gift Day) and this event was enjoyed by many Villagers. The Orchard has benefited from the number of Work Days carried out over the past few years.

Peter Stoke and his Team carried out some important remedial work to the Drainage in Cranes Lane recently and this may become a regular routine. It is important to remind Villagers that they are responsible for keeping ditches at the front of their Properties, open and operative. Help can always be arranged if needed.

A Litter Pick was held recently and thanks are due to all who took part. It is quite astonishing what can be found in the ditches and verges of the Village. This year a Toilet, two Hand Basins and a Car Windscreen were among the exhibits found. It is sad that even a few days after the Litter Pick rubbish can again be seen on the roadsides.

Although there was a work day last year to repair the Grass Verges throughout the Village, these have unfortunately taken quite a battering over the winter due to the increasing traffic and bad weather. Sadly, this may be something we have to live with.

The Recreation Ground is generally in good order though a Work Day may be needed to carry out the usual minor Maintenance Work.

The Allotments are now all let and under cultivation.

No role has been found for The Sward and this continues as a Habitat area for the Wildlife.

James Clear  
Kingston Parish Council  
Open Spaces Officer.

## **Appendix E**

### **Kingston Village Hall Management Committee – Report for the Kingston Annual Parish Meeting, May 2016**

The Village Hall Management Committee has again this year has been run by a dedicated core of nine people but after a recruitment drive we gained another Committee member, Ron Leslie. However, an increasing number of other villagers, some new, others long-standing, regularly help with social events. ‘Virtual’ meetings and email enable us to keep meetings to a minimum and this should be stressed when trying to attract new members.

#### **Events**

The Village Hall was closed for refurbishment and building work from February to October 2015, so there were no indoor events held at the Village Hall. Over 80 people attended the Grand Opening of Phase One on 17<sup>th</sup> October. Our local ‘BBC Sports Personality’, newsreader and presenter Jonathan Park, after rushing back from presenting the news in Norwich, performed the opening ceremony. Residents enjoyed a buffet meal and drinks in the company of village friends to celebrate the opening. The food was prepared and cooked by members of the community using the new kitchen facilities. Three representatives of funding bodies were present and enjoyed the hospitality and were very impressed with the results of the building work, as were the villagers.

The Committee and helpers ran the very successful annual Village BBQ, Village Fete, Christmas Bring-and-Buy Sale, Children’s Christmas Party and very competitive Quiz ‘n’ Chips evening. Pub Nights have begun to offer food and using the new range cooker to heat up frozen and fresh pizzas has encouraged attendance. A Bangers and Mash evening was also run very successfully by Pat and Suzy. The Kingston Blues Band ran a ‘jamming’ session which was a great evening and a good fund-raiser. Despite the weather being so nice last weekend, the Games Night was still well-attended. The International Evening will have to compete with Eurovision next week! Nevertheless, the social function element of the Hall is being fulfilled and we can be proud of that.

#### **Phase 1 Renovation**

We now have a warm, light, clean, up-to-date small hall and kitchen, which is great for the community. Owing to the 2-month overrun on the building work, I was able to force Butlers into paying the £2,000 of liquidated damages that were written into the contract. These were used to install a fire alarm system that the Hall legally required. Snagging issues, such as incorrectly-positioned light switches and leaking radiator pipes are still ongoing, much to our disappointment, but we are still holding back 5% as a final payment, which we will release once we are happy the issues have been resolved by the builders. Our village handyman, Barry Marsh, built an enclosure for the oil tank and the car park and disabled parking bay have been resurfaced, making the outside area look much tidier as a consequence.

#### **Phase 2 Renovation**

There is a need to proceed with Phase 2 as soon as funds are available, since the floor and the east window in particular are in need of urgent renovation. The Committee would like to retain the character of the old Hall but ensure that it is sound insulated from the party wall with the Wright’s house. The floor is the major sub-project and we currently have insufficient funds to undertake this. One of our major funders on Phase 1, WREN,

have already made encouraging comments about returning to them 12 months from the completion Phase 1, but we will need to look for other sources of funding as well. Several members of the Committee have proposals for funding submitted to various grant-awarding bodies. Further fundraising events are also being planned, including an Auction of Promises.

## **Finances**

Owing to the upgrade project, there has been a constant flux of money out of and into the Hall accounts during the renovation but we have managed to survive the vagaries of Butler's demands for payments and the various mechanics of claiming the money from the grant-awarding bodies. We have paid off our temporary loan from ACRE. However, the car park, tank enclosure etc. have left us with minimum funds to undertake any major repair or renovation work, so we are currently in a holding state financially.

## **Future events**

The Summer BBQ with the Kingston Blues Band on 2<sup>nd</sup> July, monthly Pub Evenings and a range of autumn events are planned. We are also looking into the best avenues for advertising the Hall to new one-off and regular-use hirers.

## **Concluding remarks**

Finally, I would like to express my personal thanks to all the Committee, to whom I delegate much work and continue to show what a great team we have in Kingston. Please come and support the events run by the Committee: they are fun and for your benefit!

Mark Stalham  
Chairman  
Kingston Village Hall Management Committee  
9<sup>th</sup> May 2016

## **Appendix F**

### **ANNUAL REPORT OF THE PROCEEDINGS OF THE PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF ALL SAINTS AND SAINT ANDREW, KINGSTON – MARCH 2015 – 2016**

#### **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 until the approval of the accounts on April 5<sup>th</sup> 2016:**

Rev Dr Alexandra Clarke (Team Vicar)  
Mrs C Allison  
Mrs J Clear (Secretary)  
Mr J Diggle (Churchwarden)  
Rev Paul Gildersleve (Associate Priest)  
Mrs M Ray  
Mr P Reynolds (Churchwarden)  
Ms L Rimmer (Treasurer)  
Mr E T Smith

#### **3. The Parochial Church Council holds regular meetings on a quarterly basis.**

Special meetings are called from time to time to deal with urgent business.

#### **4. The following were the principal matters dealt with by the PCC March 2015 – March 2016:**

- (a) Arrangements for Festival services
- (b) Church Gift Day (raised £3,668)
- (c) Concert 1<sup>st</sup> May – The Guesualdo Six (raised £971)
- (d) Fund raising events: ‘Ride and Stride’ raised £161; carol singing 2014 £463 (paid in 2015); book and card sales in church £417; Guide Books £210; Talks £140)
- (e) Collections for charities at festivals
- (f) Church opening every day throughout year
- (g) Annual inspection of fabric
- (h) Fire extinguisher inspection and boiler inspection and repair
- (i) 4 volunteer work days – churchyard maintenance and churchyard wall
- (j) Rebuilding of North churchyard wall (cost £7,890)
- (k) Registration and sale of Churchwardens’ Field (raised £34,448)
- (l) Drawing up of Kingston Parish Church Endowment Fund Trust Deed and investment in Fund of £35,930
- (m) Consideration of Diocesan strategy “People Fully Alive”
- (n) Presentation to Brian Page on his retirement as church architect and appointment of Nigel Wilson of Archangel, Impington.
- (o) Appointment of Rev Nigel di Castiglione as Team Rector following resignation of Canon Fiona Windsor
- (p) Farewell presentation to Rev Dr Alexandra Clarke

#### **5. Finances**

The main funding for the church has been donations by Banker’s Orders and collections at church services. Grants were received from the Parish Council: £650 towards the upkeep of the churchyard

and £470 to subsidise the Parish and Church Magazine. Income for the year to December 31<sup>st</sup> 2014 for the General Purposes Account was £61,576 (including sale of field receipts) (£11,938 in 2014) and expenditure £23,864 (£16,069 in 2014), with an excess of receipts over payments of £37,712 (a deficit of £4,131 in 2014).

Balances at 31.12.15:

|   |   |
|---|---|
| General Purposes Account                  | £39,704 (includes £36,000 proceeds of sale of field & |
| other restricted sums for Endowment Fund) |   |
| Restoration Fund Current A/C              | £1,225  |
| Secure Trust Bank (Restoration Fund)      | £10,277   |
| Todd Fund                                 | £727  |

The Parish Share in 2015 was £9,220 (£8,610 in 2014).

Sums from collections at Harvest Festival (£141), Remembrance (£248), and Christmas (£46) were donated to charities.

**6. The Electoral Roll** in March 2016, before revision, stands at 21 (19 in 2015).

## **7. Attendance at services**

Average Sunday attendances

| Service | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 |
|---------|------|------|------|------|------|------|------|------|------|------|
| H. C.   | 10   | 11   | 9    | 9    | 7    | 6    | 5    | 5    | 6    | 7    |
| E. P.   | 12   | 9    | 8    | 8    | 8    | 9    | 7    | 7    | 6    | 6    |
| F. S.   | 15   | 16   | 14   | 14   | 13   | 16   | 16   | 13   | 13   | 14   |

Attendance at the major festivals

| Festival            | 2006       | 2007       | 2008      | 2009       | 2010       | 2011       | 2012       | 2013       | 2014       | 2015       |
|---------------------|------------|------------|-----------|------------|------------|------------|------------|------------|------------|------------|
| Easter              | 15         | 21         | 12        | 41         | 18         | 21         | 26         | 31         | 49         | 33         |
| Harvest             | 29         | 32         | 28        | 23         | 21         | 34         | 43         | 16         | 21         | 26         |
| Carol Service       | 45         | 40         | 24        | 33         | 26         | 45         | 38         | 75         | 31         | 52         |
| Christmas Eve + Day | 28         | 36         | 30        | 20         | 38         | 34         | 42         | 46         | 30         | 47         |
| <b>Total</b>        | <b>117</b> | <b>129</b> | <b>94</b> | <b>117</b> | <b>103</b> | <b>134</b> | <b>149</b> | <b>168</b> | <b>131</b> | <b>158</b> |

The figures for Holy Communion, Evening Prayer and Family Service were stable. (There was a Nativity Play with Carols in 2015. There was no Christmas Eve service in 2014).

## **Addresses for correspondence:**

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1 Field Row  
Kingston  
Cambridge  
CB23 2NH

Mrs Janet Clear (Secretary)  
South Sea House  
Bourn Road  
Kingston  
Cambridge  
CB23 2NP

Signed.....Chairperson

## **Appendix G**

# **Kingston Poors' Land Charity**

## **Annual Report 2016**

Total in bank at 31<sup>st</sup> Dec 2015 was £7125.98

Income was £802.48

A total of £540 was paid in 2015. This comprised of gifts to 4 school leavers, Christmas donations to two families and a special donation to a family in need.

We have submitted an article to the Parish Magazine for publication in the June edition about the history and work of the charity. We hope that this will make villagers more aware of what we do and how we can provide help when necessary.

**Mrs Joan Reynolds & Dr Donal O'Donnell  
Trustees**