

**Kingston Parish Council**  
**Minutes of Meeting held at 8.00pm on 13 January 2015**

**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. **3.1 Cycleway between Kingston and Toft:** Cllr Frost advised that he has not pursued this yet as he understood that, because of the risk that the provision of a cyclepath would result in withdrawal of the (concessionary) CVC bus, KPC was carrying out some consultation. Some informal consultation has been carried out which produced two supporters for the cyclepath and no dissenters. Whilst more formal consultation would be carried out if we reach the point of decision between cyclepath or bus, it was agreed that this exercise is sufficient to pursue the matter to a more advanced stage. Stephen Frost to investigate possible sources of funding. **Action: SF.**
- 3.2. **3.3 Workday on 31 January:** volunteers have been sought via the magazine. The purpose of the workday will be to carry out flood prevention measures including a dish drain at the top of Crane's Lane, and some tree maintenance work in the Orchard.
- 3.3. **3.4 Broadband in Kingston:** TF to analyse data following consultation and lobby CCC. **Action: TF.**
- 3.4. **4.4 No 18 bus suspension in Kingston:** no further action.
- 3.5. **4.5 WW1 plaque in church:** agreed to contribute half of the cleaning cost, i.e. £160.00.
- 3.6. **4.7 Replacement goal nets:** the Clerk has purchased the new nets and is looking for a volunteer(s) to fit them. **Action: Clerk.**

**4. Correspondence**

- 4.1. **Letter from PCC** requesting grants for the magazine (£470), grasscutting in the churchyard (£712.00) and lawnmower repairs (£123.26). Agreed to pay the magazine and lawnmower repair grants as requested, and £650 for grasscutting since this was the sum budgeted, and the PCC was not able to justify the higher figure requested.
- 4.2. **Email from SCDC** via Katherine Stalham re the Sustainable Parishes Energy Partnership. Agreed to ask Katherine if she would be willing to continue to be the KPC rep for this partnership. **Action: Clerk.**

- 4.3. **Letter from SCDC re protection of village pubs:** Clerk has circulated information via the village email circulation list.
- 4.4. **Email from CAPALC** re Buckingham Palace Garden Party on 12 May. Agreed to nominate Julie Conder and Tim Fitzjohn to attend. **Action: Clerk.** [Later changed to Julie Conder and Trish Dunlop.]
- 4.5. **Email from SCDC** re Village Heroes: the deadline has been extended to 27 January. Agreed the KPC should make a nomination. **Action: Clerk.**

## 5. County Councillor's report

- 5.1. SF advised that the CC are forming their budget for 2015-16, which is likely to result in reductions of funding in certain services. Savings of £30m must be made.

## 6. District Councillor's report

- 6.1. There is still no solution in sight for the lack of acceptable broadband speed in Kingston.
- 6.2. See Appendix A for full report.

## 7. Village Hall upgrade project

- 7.1. All funding is now secured and it is hoped that work will start on 2 February.
- 7.2. The offer from Biffa is conditional, until certain conditions have been met. Although no difficulties are envisaged in meeting these conditions, the contract has not yet been signed with the builder. They will be provided with a Letter of Intent in the interim.
- 7.3. The 3<sup>rd</sup> party contribution to the Biffa grant will shortly be due (see minute 10.2.2).
- 7.4. The VHMC has requested that the balance of the £20,000 is now paid.

## 8. Open Spaces report

- 8.1. Balfour Beatty have advised that their team will return to replace the missing new lamppost at the corner of Bourn Road, and to make good damaged verges outside the village hall and in Field Road.
- 8.2. KT complained that cars park along Field Road, leaving no room for large vehicles to pass, resulting in verge damage.

## 9. Building works – impact on residents and damage to infrastructure

- 9.1. Some complaints have been received about mud in Crane's Lane, obstructive parking of large contractor's vehicles and damage to verges. It was agreed to set up a meeting with the owners of the house concerned with TF and TD. **Action: Clerk.**
- 9.2. An email from a complainant has been received by TD. To be forwarded to TF. **Action: TD.**
- 9.3. TF will respond by letter to complainants. **Action: TF.**
- 9.4. It was agreed that in future responses to planning application consultation, KPC should where appropriate include requests that conditions are included in any permissions granted specifying that e.g. large vehicles are not used, mud on roads is regularly cleared, etc. Apparently Caldecote Parish Council has a standard set of conditions like this and it was agreed that KPC would ask them for details. **Action: Clerk.**
- 9.5. TH advised that whilst there is no guarantee that the planning department would include such conditions, it would be helpful to a) give details to TH so that she can support KPC's response and b) phone the planning officer to reiterate the request. **Action: Clerk.**
- 9.6. TH advised that if mud on the roads is a problem SCDC Environmental Health should be contacted with a request to sweep the road.

## 10. Clerk's report

- 10.1. **Bi-monthly report:** this had been previously circulated – see Appendix B.
- 10.2. **Invoices for payment:**
  - 10.2.1. SLCC subscription renewal £65.00 – agreed for payment.
  - 10.2.2. 3<sup>rd</sup> party payment to Biffa £3852.09 – agreed for payment, but not until formally requested by Biffa.
  - 10.2.3. Balance due to KVHMC on the £20,000 grant i.e. £10,702.91. Agreed for payment but not until the £20,000 loan has been received (see minute 10.4).
- 10.3. **Budget and Precept:** the budget for 2015/16 was agreed and the precept set at £8605, the same as the current year, See Appendix C.
- 10.4. **PWLB loan:** It was agreed that the £20,000 loan would now be drawn down. The process is expected to take 2 weeks. **Action: Clerk.**
- 10.5. **Banking:** the new accounts are now operating correctly. TD has still to register for online banking. **Action: TD.**
- 10.6. **Village /Hall Cleaning:** the new cleaners are now carrying out monthly cleaning.
- 10.7. **Orchard tea-party:** agreed to hold this as last year, on 18 July. PCC to be informed to suggest that they could hold the church Gift Day on the same day, as this combination worked well last year. **Action: Clerk.**
- 10.8. **Clerk's monthly salary and PAYE:** agreed that these payments can be set up and approved in the usual way without formal agreement each time at a meeting.
- 10.9. **Emailed details of planning applications:** Clerk to continue emailing details of planning applications and decisions to councillors. **Action: Clerk.**

## 11. Planning

- 11.1. **S/2971/14/FL Double garage and gates at Wychwood, Crane's Lane:** After some discussion, a majority of councillors agreed to approve with TD dissenting. It was agreed that a request would be made for conditions to be included, if granted, concerning size of contractor's vehicles, making good damaged verges, and clearing mud off the road.
- 11.2. **C/11/40/056 removal of apple tree at The House on the Green:** agreed to approve.
- 11.3. **S/1723/14/FL refurbishment and conversion of stables at The Old Rectory:** has been granted
- 11.4. **S/2077/14/FL upgrade to telecoms equipment at New Farm, Old Wimpole Rd:** has been granted.

## 12. Date of next meeting: 10 Mar 2015

Meeting ended at 22:35

Signed.....

Date.....

# South Cambridgeshire District Councillor's Monthly Report

## January 2015

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### 1. SCDC Draft Local Development Plan Update

The second block of hearings for the examination of the SCDC Draft Local Development Plan (LDP) is from 9<sup>th</sup> February to 19<sup>th</sup> February, to examine issues of Greenbelt and Transport. The Greenbelt issue is focusing on Cambridge City, whilst the Transport Issue is more appropriate to South Cambs, looking at the overall strategy if it is sound, whether all essential schemes and improvements have been identified, if the plans will encourage the use of sustainable modes of transport.

There is no update as such from the previous block of hearings. Essentially objectors are have barristers and are focussing on attacking the Council's evidence base, including that the number of housing proposed by SCDC is insufficient. SCDC is using a barrister and will be taking on a QC for the forthcoming hearings. After this block of hearings is completed, the Inspector will then decide whether the examination will continue or not!

### 2. Proposal for West Cambourne Development 2350 houses

A proposal by McA Developments (Bovis & Taylor Wimpey) to build 2,350 houses has been submitted to SCDC. The council has launched a 6-week consultation as part of the process of assessing the planning application. The proposal covers the land, mainly within Caxton Parish, from Cambourne up to the A1198 west and the A428 north. It proposes to include one secondary and two primary schools, shops and community space, offices and light industrial employment areas, segregated cycle and pedestrian routes etc.

Exhibitions will be held on Friday 30 January 5pm – 8pm, and Saturday 31 January 10am – 1pm at The Hub, High Street Cambourne. The consultation is online at <http://www.scams.gov.uk/content/cambourne> and it closes on 20 February 2015.

This is in contradiction to the proposals in the draft Local Development Plan which identified a smaller site.

### 3. S106 Changes

The threshold for triggering affordable housing provision has now been increased by Central Government, to 11 or more houses or cumulative space of over 1000 square meters. In addition, any S106 monies due will be for obligations relating directly to on-site issues/provision and the scale of the development. The new regime will start from April 2015.

Two Councils, including SCDC have launched a Judicial Review of this guideline, and SCDC has written to government to appeal for exemption to reduce the threshold to 6 or more. It is expected that the change to the upper threshold will have a significant effect on South Cambs in general. So, combined with the introduction of CIL, communities will see a reduction in the revenue from developments.

### 4. Protection for Public Houses

Public Houses in villages are under threat from redevelopments and SCDC is keen to help retain them. It aims to do this by using Article 4 directions to remove permitted development rights which currently allows pubs to be converted to shops, offices or even demolished without requiring planning permission. If Article 4 is applied, then any such development will have to get planning.

SCDC now has a consultation in place to find out public views on whether or not Article 4 should be used to safeguard village pubs. The consultation ends on Monday 23 February 2015. The consultation can be accessed online at SCDC website at <http://bit.ly/Article4Consult> or download the form at <http://bit.ly/Article4Form>.

### 5. Business Workshops

SCDC is launching the fourth series of its fully-funded business workshops and seminars which Exemplas runs on its behalf. The seminars covers a range of topics including business planning, doing business online,

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using social media, how to gain new customers etc. etc. The seminars will start on 5<sup>th</sup> February and end on 22 April 2015. Attendees can also get free business support from experienced business advisers at no extra cost, to help them implement learnings from the seminars.

Anyone interested should email [southcambsbusinesssupport@exemplas.com](mailto:southcambsbusinesssupport@exemplas.com) or call 0844 346 0755 to reserve a place.

## **6. Finance-Funding Settlement**

The government funding settlement for SCDC announced last month for the 2015/16 municipal year has been cut by 31% from its current level of £2.7 million, a reduction of about £830,000. The funding for the Council has been reducing year on year from its high of £6 million in 2011 to the current level of just under £2 million for the coming year, a cumulative cut of around 70%.

This means more “savings” will be made, potentially resulting in more cuts to services. The council is also expecting to receive about £4.1 million during the year in New Homes Bonus that is received by areas of high growth, in a bid to help deliver new homes, infrastructure and facilities. But the NHB is being used to pay for things other than that for which it is intended.

The Council budget will be set in February.

## **7. Community Awards**

The fifth annual Community Awards are open for nominations. The five categories are: (a) Village Hero, (b) Parish Councillor of the Year, (c) Community Pride: Youth Group or Initiative, (d) Community Pride-Businesses Developing Talent, (e) Community Pride: Local Services and Amenities.

For full information, visit <http://www.scambs.gov.uk/community-awards>. The deadline has been extended to 23 January 2015.

## **8. City Deal**

The first meeting of the City Deal Assembly was held on 12 January to consider the projects that the £100m funding should be spent on. These include: A428 to M11 segregated bus route/A428 corridor Park & Ride, Madingley Road bus priority, Bourn Airfield/Cambourne cycle/pedestrian routes, Bourn Airfield/Cambourne busway and 7 others across the District & City areas.

The assembly recommended all, but removed the Bourn Airfield/Cambourne cycle/pedestrian route. The recommendations are going to the City Deal Executive meeting on 28 January 2015 for final decision.

The City Deal funding of £100m is to be provided over 5 years commencing April 2015. If certain conditions are met, a further £200m may be forthcoming from April 2020 onwards up to a final £200m from April 2025 onwards.

## **9. Superfast Broadband**

### **Connecting Cambridgeshire Project**

No updates yet from the director of CC Project, Noelle Godfrey (NG), since the meeting of 29<sup>th</sup> October to discuss the concerns of Kingston residents. But I will be following up in the coming weeks.

### **BT Infinity**

Still available, but some residents still having trouble placing orders. The issue is now not so much as infrastructure availability now, much more BT Retail being a bit behind, or other providers unable to connect their existing customers, so those needing to change providers are finding it rather difficult. I still have contacts with Openreach for infrastructure issues, and now seeking to establish something similar with BT Retail to enable easier resolution of these issues.

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## 10. 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!

## 11. 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, 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.

## 12. Dates for your diary

|                |            |   |
|----------------|------------|---|
| 23 January 15  | 5pm        | Nomination for Community Awards closes                      |
| 28 January 15  |            | Meeting of City Deal Executive                              |
| 30 January 15  | 5pm – 8pm  | Exhibition at The Hub, High Street Cambourne                |
| 31 January 15  | 10am – 1pm | Exhibition at The Hub, High Street Cambourne                |
| 5 February 15  |            | Business Workshops start                                    |
| 20 February 15 | 5pm        | West Cambourne Consultation closes                          |
| 23 February 15 | 5pm        | Article 4 Consultation for Protection of Public Houses ends |
|                |            |   |

*Tumi*

Tumi Hawkins  
12-January-2015

|                           |   |
|---------------------------|---|
| <b>Email me @:</b>        | tumi@tumihawkins.org.uk   |
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| <b>Call me on:</b>        | 01954 210840  |

Appendix B

Financial report 26 Jan 2015

N.B. All figures exclude VAT

| Item                       | Budget<br>2014-15<br>£ | Expenditure YTD<br>£ | Budget minus<br>expenditure YTD<br>£ |  |
|----------------------------|------------------------|----------------------|--------------------------------------|--|
| Grass and Hedge cutting    | 1872                   | 1898                 | -26                                  | Payment from Fasnacloch Estates not yet received |
| Insurance                  | 677                    | 677                  | 0                                    | no more invoices expected                        |
| Clerk's salary             | 1111                   | 833                  | 278                                  |  |
| Grants (section 137)       | 650                    | 0                    | 650                                  |  |
| Village Hall upgrade       | 16155                  | 0                    | 16155                                |  |
| Audit fees                 | 145                    | 140                  | 5                                    |  |
| Village asset maintenance  | 500                    | 353                  | 147                                  |  |
| Subscriptions              | 180                    | 101                  | 78                                   |  |
| Parish Magazine            | 470                    | 0                    | 470                                  |  |
| Footpath lighting          | 114                    | 222                  | -108                                 |  |
| Miscellaneous and expenses | 260                    | 751                  | -491                                 |  |
| Income other than precept  | -20154                 | 0                    | -20154                               |  |
| <b>Total</b>               | <b>1979</b>            | <b>4975</b>          |                                      |  |

|                      |                  |      |                                    |
|----------------------|------------------|------|------------------------------------|
| <b>Bank balances</b> | Current account: | 692  |                                    |
|                      | Deposit account: | 7414 | 1st instalment of precept received |

Appendix C

Draft Budget and precept 20115-16

N.B. All figures exclude VAT

| Item                       | Budget 2014-15<br>£ | Expenditure YTD 2014/15<br>£ | Estimated expenditure 2014/15 annualised<br>£ | Comment   | Estimated expenditure 2015/16<br>£ | Comment  |
|----------------------------|---------------------|------------------------------|---|---|------------------------------------|--|
| Grass and Hedge cutting    | 1,871.66            | 1,897.89                     | 1,872.00                                      | Payment from Fasnacloich Estates not yet received                     | 1,902                              | increase by RPI  |
| Insurance                  | 677.00              | 677.13                       | 677.00  | no more invoices expected   | 688                                | increase by RPI  |
| Clerk's salary             | 1,110.78            | 833.22                       | 1,111.00                                      |   | 1,129                              | increase by RPI  |
| Grants (section 137)       | 649.74              | 0.00                         | 772.74  | PCC grant: budget figure + mower repair costs + £14555                | 660                                | PCC grant only. Increase by RPI                        |
| Village Hall upgrade       | 16,155.00           | 0.00                         | 16,155.00                                     | rainwater down pipe, payments 6 -monthly starting Apr 2015            | 1,306                              | 2 x 6-monthly payment - see calculation below cell B27 |
| Audit fees                 | 145.00              | 140.00                       | 140.00  |   | 142                                | increase by RPI  |
| Village asset maintenance  | 500.00              | 352.69                       | 400.00  |   | 450                                | nominal figure   |
| Subscriptions              | 179.52              | 101.04                       | 166.00  | SLCC subs not yet paid  | 169                                | increase by RPI  |
| Parish Magazine            | 470.00              | 0.00                         | 470.00  |   | 470                                | Fixed grant  |
| Footpath lighting          | 114.24              | 222.22                       | 222.00  | 18 months paid due to change in accounting period                     | 153                                | increase by RPI  |
| Miscellaneous and expenses | 260.00              | 751.26                       | 760.00  |   | 500                                | Nominal figure   |
| Total expenditure          | 22,132.94           | 4,975.45                     | 22,745.74                                     |   | 7,568                              |  |
| Income other than precept  | -20,154.00          | -163.20                      | -20,236.00                                    | £20K loan, £70 oil club, £6 interest, £60 allotments £100 from Lloyds | -136                               | £70 oil club, £6 interest, £60 allotments              |
| <b>Total</b>               | <b>1,978.94</b>     | <b>4,812.25</b>              | <b>2,509.74</b>                               |   | <b>7,432</b>                       |  |
| <b>Agreed precept</b>      |                     |                              |   |   | <b>8,605</b>                       | <b>Same as last year</b>                               |
| To/(from) reserves         |                     |                              |   |   | 1,173                              |  |



### Loan repayment calculation

For interest rates see see [http://www.dmo.gov.uk/reportView.aspx?rptCode=D7A.2&rptName=3d66a074-cef6-413a-87c3-99e220a163e9||PWLB%20\(2\)&reportpage=Current\\_PWLB\\_Fixed](http://www.dmo.gov.uk/reportView.aspx?rptCode=D7A.2&rptName=3d66a074-cef6-413a-87c3-99e220a163e9||PWLB%20(2)&reportpage=Current_PWLB_Fixed)

|                            |             |
|----------------------------|-------------|
| loan                       | £20,000     |
| interest rate              | 2.74%       |
| repayments per year:       | 2           |
| total number of repayments | 40          |
| 6-monthly repayments:      | -£652.78    |
| Total repaid               | -£26,111.36 |

### RPI incr over 12 months ended Dec 2014(latest available figure)

1.60%

### Precept calculation

|   |           |
|---|-----------|
| Precept 2014/15                         | £8,605    |
| Council tax base 2013/14                | 118.60    |
| Council tax base 2014/15                | 116.60    |
| Council tax per household 2013/         | £72.55    |
| Precept set at no change                | £8,605.00 |
| Incr over prev year                     | £0        |
| Concil tax per household 2013/2015      | £73.80    |
| Avg incr per household over prev year   | £1.24     |
| Avg % incr per household over prev year | 1.72%     |