

# Kingston Parish Council

## Minutes of Meeting held at 7.30pm on 10 November 2015

### Present:

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

### 1. Apologies

- 1.1. Trish Dunlop
- 1.2. Tumi Hawkins

### 2. Minutes of last meeting

- 2.1. Accepted

### 3. Matters Arising

- 3.1. **3.1.1 Cycleway between Kingston and Toft** (Stephen Frost): Cllr Frost not present. No further action.
- 3.2. **3.1.2 Broadband in Kingston:** Tumi Hawkins has provided two contact names, one at CCC and one at BT. JCo to progress through these contacts. **Action: JCo.**
- 3.3. **3.1.7 Swing chains at playground:** Clerk has ordered at a cost of £77.90 including carriage and VAT. Clerk to fit the chains when received. **Action: Clerk.**
- 3.4. **3.2.1 Communications problems with County Councillor:** TF has been unable to contact Cllr Frost. TF will continue to try and make contact with him, also to contact the Leader of Cambridgeshire County Council about the difficulty. **Action: TF.**

**4.5 Status of Crane's Lane bridleway:** TD not present. Agreed that it is believed that the unsurfaced part of Crane's Lane is a bridleway. In addition there is a footpath running alongside the bridleway to the east, which stops a short distance before the southern end of the bridleway. The surface of the bridleway, particularly the last 1000m (which is beyond the footpath) is in poor condition with mud and deep puddles full of water which have become semi-permanent. Agreed that TD should contact the appropriate authority to request that this part of the bridleway is graded and contoured to its full width, and ditches cleared, as was done a few years ago in Porter's Way. **Action: TD.**

- 3.5. **4.6 Village collection of surplus/scrap electrical items:** the Clerk has contacted Wiser Recycling, and was advised that they no longer collect electrical items from villages as the scrap value of such items has reduced to a level where it is not economically worthwhile. They have taken Kingston's contact details and will get in touch if, as expected, the value increases again.
- 3.6. **8.2 Tree felled near village hall:** in the notice agreeing to the work (ref C/11/40/056 13/02/2015) the applicant (KVHMC) is encouraged, but not required, to plant a further tree, but it was agreed that this is not practical on this site.

### 4. Correspondence

- 4.1. **Letter from SCDC re parish precepts and estimated tax base:** noted. Clerk to produce in time for the January meeting a list of village precepts sorted in order of amount per Band D equivalent property. **Action: Clerk.**

4.2. **Email from Peter Reynolds re preservative painting of bus shelter:** agreed to schedule as part of a workday in the spring. It was also agreed to include a work party to clear drains and culverts in Crane's Lane as far down as possible. **Action: Clerk.**

4.3. **Email from Toft parish clerk re parking on High Street:** noted. No further action.

## 5. County Councillor's report

5.1. No report

## 6. District Councillor's report

6.1. See Appendix A. With regard to the reorganisation of District wards it was noted that it is proposed that Kingston is placed in a ward with Bourn, Longstowe and Gransdens. Since Kingston has no connection or association with Gransdens, it was agreed that a protest would be made, requesting that Kingston be included instead with Toft and Hardwick to both of which it is closer. **Action: Clerk.**

## 7. Open Spaces report

7.1. One of the allotments is now vacant. It was suggested that it could be offered as a 'community allotment', tended by some village children. An adult volunteer would be needed to lead the project. No rent would be charged, and the plot would be cleared to give the project a start. Alternatively a normal tenant would be sought at the usual rent. Clerk to draft a suitable notice for inclusion in the December magazine and circulate among members for comment. **Action: Clerk.**

## 8. Review of Kingston Community Led Plan

8.1. JCo read out her notes resulting from her review of the plan, looking at each action point in turn and itemising action completed to date and items still requiring action. It was agreed that a sub-committee comprising TF and JCo would meet to produce a document based on JCo's notes, and bring this to the next meeting, at which the document can be reviewed, and a decision taken as to what form the information would be published for the benefit of residents.

## 9. Clerk's report

9.1. **Bi-monthly report** – previously circulated. It was agreed to re-circulate showing the £2000 payment to Amey-Cespa and the £2000 payment from the VHMC both posted on the same line and thereby having no net change to sub-totals. See Appendix B. **Action: Clerk.**

9.2. **Invoices for payment:** none

9.3. **Dog waste bins and litter bins:** SCDC has agreed to replace all 3 litter bins in the village with the new 'Topsy' which, as for all new litter bins, is for both litter and dog waste. There was concern that the public might not realise this, so the new bins will be reviewed to ensure the dual use is clear, and if not will be labelled as necessary. The work has been promised for the end of November.

### 9.4. 2016 Local Highways Improvement bid

9.4.1. We have been informed that Kingston's bid for 2015 was only partially successful. It includes the requested signing for the Crane's Lane junction and associated road markings, but not the speed humps.

9.4.2. The Clerk has therefore submitted a bid for funding under the 2016 round for the speed humps.

9.5. **Permissive path next to Toft old railway bridge:** agreed that the quotation from Buchan's Landscapes to carry out two bramble cuts per year at a cost of £72.00 + VAT would be accepted.

9.6. **2016 meeting dates:** proposed dates accepted – see Appendix C.

- 9.7. **Village hall acoustics:** the VHMC is concerned about the poor acoustics in the hall and has investigated solutions including one involving the fitting of cloud-like absorbers suspended from the ceiling. The suppliers recommend a site survey at a cost of around £500 and the VHMC wished to ask informally if KPC, without commitment, would be minded to consider an application for a grant to cover the cost of the survey, using the balance of the S106 funds (approximately £750). It was agreed that before considering a request for a further grant, KPC would wish to see a more developed plan about future spending on the hall, showing estimated costs of all proposed work and expected sources of funding.
- 9.8. **Village drainage problems:** There continue to be problems with blocked drains in the village. It was agreed to use a volunteer workforce to try and improve matters, concentrating initially on Crane's Lane, the highest point in the village. Work has already been done at the top of the lane to form a dish drain, to clear the installed drain across the lane and to clear a culvert and part of the ditch. This initiative should be followed up with more work to clear the ditch/drain down to Tinker's Lane. Residents should be encouraged to clear and keep clear the ditch outside their properties, including culverts under drives. A working party will be organised in the New Year to assist in this work. **Action: Clerk.**

**10. Planning**

- 10.1. S/2392/15/DC application re roofing materials at Walker's Field, Church Lane (information only)
- 10.2. S2424/15/DC application re approval of details at The Old Farmhouse, Tinker's Lane (information only)
- 10.3. S/2575/15/TC application to carry out tree work at Thatches, Rectory Lane (information only)

11. **Items for next meeting:** none

12. **Date of next meeting:** 12 January 2016

Meeting ended at 21:50

Signed.....

Date.....

## Appendix A

Report from Cllr Tumi Hawkins 10 November 2015

1. South Cambs has now finished the amendments on the draft local plan, to address the issues that the Inspector raised. The strategy remains the same, though the number of houses to be built have increased slightly from 19,000 to 19,500. Bourn Airfield is still in the plan. If anything, they are now hell bent on building on the airfield, as shown by the ongoing consultation on the bus route from Cambridge to Cambourne. There are still no plans to improve the road infrastructure for cars, as the focus still is on getting people out of cars into buses and building the dedicated bus lane.
2. The district is also going through a re-organisation of Wards in response to the Government's plans to reduce the number of local councillors. The councillor numbers for South Cambs will be reduced from current 57 to 45. Officers created a plan that would result in minimum disruption. However, the Conservative administration did not like it, and have appointed one of their Councillors to create a new plan. As things stand, Caldecote Ward is to be broken up (as are all but one of the Wards with non-Tory councillors). Toft will be going to Hardwick, Caldecote and Kingston going with Bourn, Longstowe and Gransdens!! The other parties are putting forward their own proposals and hopefully we can come up with something that works for everyone.

## Appendix B

**Financial report 12 Nov 2015**

N.B. All figures exclude VAT

Item	Budget 2014-15 £	Expenditure YTD £	Budget minus expenditure YTD (negative = overspend) £	
Grass and Hedge cutting	1902	1565	337	CCC payment subtracted from payments to contractor
Insurance	688	399	289	
Clerk's salary	1129	823	306	
Grants (section 137)	660	0	660	
Village Hall upgrade	1306	1157	149	2nd 6-monthly repayment instalment of PWLB loan NB: £2000 payment to Amey-Cespa balanced by £2000 recd from KVHMC
Audit fees	142	240	-98	
Village asset maintenance	450	278	172	
Subscriptions	169	159	9	
Parish Magazine	470	0	470	
Footpath lighting	153	0	153	
Miscellaneous and expenses	500	311	189	
Income other than precept	-136	105	-241	Interest + allotment payments + Oil Club payment
<b>Total</b>	<b>7432</b>	<b>5038</b>		
<b>Bank balances</b>	Current account:	1228		
	Deposit account:	19855		

## Appendix C

### **Kingston Parish Council Meeting Dates for 2016**

Parish Council meeting	12 Jan 2015
Parish Council meeting	8 March 2015
Parish Council meeting	10 May 2015
Annual Parish Meeting	19 May 2015
Parish Council meeting	12 July 2015
Parish Council meeting	13 September 2015
Parish Council meeting	8 November 2015