

Kingston Parish Council
Minutes of Meeting held at 7.30pm on 29 September 2015

Present:

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

1. Apologies

1.1. None

2. Minutes of last meeting

2.1. Accepted

3. Matters Arising

3.1. **3.1.1 Cycleway between Kingston and Toft:** Cllr Frost not present.

3.2. **3.1.2 Broadband in Kingston:** Cllr Hawkins not present. Agreed to contact her to chase up. **Action: Clerk.**

3.3. **3.1.7 Safety inspection at playground:** swing chains still to be replaced. **Action: Clerk.**

3.4. **3.2.1 Communications problems with County Councillor:** the Clerk has contacted the Monitoring Officer at SCDC without useful result. TF to phone Cllr Frost. **Action: TF.**

3.5. **3.2.2 Visibility to right when exiting Field Road:** Highways have responded to say they are unable to help. No further action.

3.6. **3.2.3 Kingston Poor Land Charity:** Donal O'Donnell has agreed to put an item in the October magazine.

4. Correspondence

4.1. **Letter from The Pensions Regulator** regarding pension schemes for parish councils: no action required as KPC has no qualifying 'workers'.

4.2. **Email** re damage to litter bin at recreation ground: agreed to put a warning sign and hazard warning tape at the site. **Action: Clerk.**

4.3. **Letter from CCC** re charges for street lighting energy: noted.

4.4. **Email exchanges with Irene Heyman** re grasscutting on Field Row green: noted.

4.5. **Letter from CCC** re grass cutting on public ROW: it was noted that the far end of the bridleway continuation of Crane's Lane, near Old Wimpole Road, is in poor condition. Agreed to establish the status of this byway. **Action: TD.**

4.6. **Email from Katherine Stalham** attaching information about a local company which can arrange to collect unwanted or broken electrical items of equipment for recycling. Agreed to contact them to arrange a day for collecting such items in Kingston. **Action: Clerk.**

- 4.7. **Email from East Anglian Air Ambulance** asking for a financial contribution to support their work. Agreed not to contribute.

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. The architect has issued a final certificate stating the hall is 'functionally complete'. There are still a number of minor 'finishing-off' tasks.
- 7.2. The date of the Grand Opening Event has been set at 17 October. The event is being organised by the VH management committee.
- 7.3. Jonathon Park of BBC Look East will attend to officially open the hall. There will be a free meal and pay bar. Other VIPs will be invited including representatives from funding providers and local councils.
- 7.4. There will be short addresses by Mark Stalham, VH Chairman, and Jon Park. TF will contact Mark with a view to making a short speech of thanks to the VHMC for organising the project on behalf of the village. **Action: TF.**

8. Open Spaces report

- 8.1. A litterpick will be organised for January/February. **Action: Clerk.**
- 8.2. It was agreed to check if the planning permission to fell a tree close to the village hall included a requirement to plant a replacement tree. **Action: Clerk.**

9. Section 106 money and possible requests for additional VH funding

- 9.1. The Section 106 money arising from the development at Summerhill amounts to £4566.99 to be spent on a 'public open space', and £754.76 to be spent on a 'community facility space'. It was agreed that the only foreseeable project in the first category is the outside area of the village hall (tarmac area, fence, grass verge and car park) all of which are in urgent need of improvement following the installation of new streetlights and the village hall upgrade. It was agreed therefore that KPC would in principle be prepared to make a grant to the VHMC of up to £4566.99 to improve this area subject to a more detailed plan and costings. Clerk to communicate this decision to the VHMC. **Action: Clerk.**

10. Review of Community Led Plan

- 10.1. The plan was produced in October 2013 so is now 2 years old.
- 10.2. Agreed that JCo would review it point by point and make suggestions for any updating necessary for the next meeting. **Action: JCo.**

11. Clerk's report

- 11.1. **Bi-monthly report:** previously circulated – see Appendix A.

11.2. Invoices for payment:

- 11.2.1. Buchan's Landscape Services, grass cutting Jul £441.65: Agreed for payment.
- 11.2.2. Buchan's Landscape Services, grass cutting Aug £441.65: Agreed for payment.
- 11.2.3. Janet Clear, expenses for Orchard Tea Party £30.87: Agreed for payment.
- 11.2.4. KVHMC village hall hire and bus shelter cleaning 2014 £104.00: Agreed for payment.
- 11.2.5. Clerk's expenses £323.63: Agreed for payment.

- 11.3. **Dog waste and litter bins:** Agreed to request SCDC to supply and fit new litter/dog waste bins at the playground and next to the pump (which they have already offered to do). Agreed to also ask them to fit one next to the bus shelter. Clerk is obtaining more information on timing of work, and marking on bins. **Action: Clerk.**
- 11.4. **Local Highways Improvement projects:** Kingston has been awarded funding for the 2016 bid, which is for two speed bumps and a junction warning sign. A site meeting was held with Karen Lunn, Highways Engineer on 25 September 2015 at which the practical options were discussed – see Appendix B.

12. Planning

- 12.1. **Old Farm House:** SCDC has informed us that due to a heavy influx of tree work applications, they will as a temporary measure consult only on applications for major tree work. The application relating to Old Farm House is for minor work on seven trees and so the notification is for information only.
- 12.2. **S/1245/15/PB Kingston Pastures Farm, Old Wimpole Road:** application for prior approval for change of use of an agricultural building to dwelling and associated works. This has been refused by SCDC.
- 12.3. **S/1555/15/FL The Barn, Kingston Wood Manor:** application for internal and external alterations was agreed for approval by TF on 3 August 2015 under Standing Order 13.3. Agreed to confirm this decision.

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

14. **Date of next meeting:** 10 November 2015

Meeting ended at 21:50.

Signed.....

Date.....

Appendix A

Financial report 24 Sep 2015

N.B. All figures exclude VAT

Item	Budget 2014-15 £	Expenditure YTD £	Budget minus expenditure YTD £	
Grass and Hedge cutting	1902	1104	798	
Insurance	688	399	289	
Clerk's salary	1129	635	494	
Grants (section 137)	660	0	660	
Village Hall upgrade	1306	513	793	
Audit fees	142	240	-98	
Village asset maintenance	450	74	376	
Subscriptions	169	159	9	
Parish Magazine	470	0	470	
Footpath lighting	153	0	153	
Miscellaneous and expenses	500	57	443	
Income other than precept	-136		-136	
Total	7432	3181		

Bank balances	Current account:	357	
	Deposit account:	22850	

Kingston Parish Council

Notes of meeting between Kingston Parish Council and CCC Highways to discuss the implementation of Kingston's successful LHI bid, held in Kingston on 25 September 2015

Present: Karen Lunn, CCC Highways engineer; Tim Fitzjohn, KPC Chairman; Julie Conder, KPC Councillor; Peter Stokes, KPC Clerk.

Kingston's bid comprises three elements: speed hump at the south end of the village, warning sign for Crane's Lane turning, and speed hump at the north end of the village. These were considered in turn at the respective site.

1. Speed hump at south end of village

- 1.1. Kingston's proposal is for a speed hump close to the start of housing. A hump at this point is considered more likely to slow traffic, and encourage it to maintain the reduced speed because of the presence of a junction, a bend, and the start of housing.
- 1.2. Karen said she believed this would not be permitted as a speed hump normally has to be located with other elements such as a speed limit sign. A hump would probably be permitted at the 30 mph sign, but KPC believes that a speed hump at this point will have as little effect as the speed limit sign currently has, because it is followed by a straight section of road with only one house, otherwise fields, giving little incentive to traffic to reduce speed.
- 1.3. Any speed hump would have to be illuminated by being within a certain distance of a streetlight.
- 1.4. A reminder 30 mph sign at the suggested hump site was suggested, however it appears this is also not permitted because the existence of streetlights.
- 1.5. A 'slow' sign was suggested, either painted on the road or in conjunction with Item 2 – see below.
- 1.6. The possibility of a 20 mph speed limit in the village was discussed, but Karen advised that this could only be introduced if the current speed of traffic through the village did not exceed 24 mph. This would have to be determined by a speed survey.

2. Warning sign for Crane's Lane junction

- 2.1. Karen was sympathetic to this proposal. The sign could show the main road as having a bend, and the post carrying the sign could also have a 'slow' plate below the bend/junction sign, all helping to encourage drivers to slow down.

3. Speed hump at north end of village

- 3.1. There are Highways Dept objections to this as for the one proposed for the south entrance to the village, although the shorter distance between the 30mph sign and the start of housing might increase the effectiveness of the speed limit sign. Karen wondered why the 30mph sign was not positioned at the start of the housing, as is normal, and speculated that this might be because nearer the start of housing the verge on the west side of the road is too narrow for a sign. However there is a suitable site for a sign at a point near to North Farm, and so a possible solution could be a repositioned 30 mph sign and associated speed hump.

Karen agreed to revert to us with the official view of KPC proposals including possible alternatives.

Peter Stokes

Parish Clerk