

Kingston Parish Council
Minutes of Meeting held at 8.00pm on 24 July 2017

Present:

Tim Fitzjohn, Chairman (first part of meeting) (TF)
James Clear, Chairman (remainder of meeting) (JCI)
Julie Conder, (JCo)
Keith Tan (KT)
Peter Stokes, Clerk
Kim Davies, Transformation Advisor

1. Apologies

1.1. Trish Dunlop

2. Election of Chairman

- 2.1. Tim Fitzjohn is moving house to Norfolk on 26 July and so resigned as Chairman and Parish Councillor with immediate effect.
- 2.2. James Clear was proposed as Chairman by Tim Fitzjohn and being willing to stand, was unanimously elected.
- 2.3. The post of vice-Chairman being thereby vacant, Julie Conder was proposed as vice-Chairman by James Clear and being willing to stand, was unanimously elected.
- 2.4. James Clear took the Chair for the remainder of the meeting.

3. Discussion on Kingston Nature Reserve (old railway line)

- 3.1. Kim Davies led this discussion which took the form of a number of questions from her about the possibilities and opportunities for this nature reserve, and its value to the community. At the end of the discussion Kim Davies left the meeting.

4. Minutes of last meetings

- 4.1. Parish Council meeting 8 May: accepted
- 4.2. Annual Parish Meeting 18 May: accepted

5. Matters Arising

5.1. Parish Council meeting 8 May

- 5.1.1. **4.1 Speed humps in village:** the two humps are now in place, and appear to be satisfactory and effective. The Tinker's Lane hump has not yet received its correct road painting. If this is not completed in the next few days, Clerk to chase. **Action: Clerk.**
- 5.1.2. **10.6 Grass cutting in the churchyard:** the PCC has decided to appoint their own contractor to cut the grass. KPC will continue to support with a grant as before.
- 5.1.3. **12 Funding for cycle path** (Lina Joseph): Lina Joseph not present.

5.2. Annual Parish Meeting 18 May

- 5.2.1. **5.3 Broadband for the Village Hall** (Lina Joseph): Lina Joseph not present.
- 5.2.2. **6.1 Stones outside Kingston Studio:** the Clerk has made a site visit and showed a photo of the stones to the meeting. The stones, numbering 3, are painted white and set a short way back from the verge, which has already been eroded some 10-15cm from the edge of the tarmac. It was agreed that the stones appear to

be effective protection against further erosion and since they are easily visible do not present a hazard to passing vehicles. No further action.

6. Correspondence

- 6.1. **Email from Lina Joseph re regular meetings:** JCo agreed to be the KPC representative at the proposed meetings, and will contact Lina Joseph direct to arrange the details. **Action: JCo.**
- 6.2. **Email from Robert Dolman re kissing gate near Toft:** the Clerk has again been in contact with Peter Gaskin, Public Rights of Way Officer with CCC, who has informed him that a site meeting is to be arranged with the landowner and the CCC contractor after the landowner's return from holiday on 24 July. Clerk to progress. **Action: Clerk.**

7. County Councillor's report

- 7.1. No report.

8. District Councillor's report

- 8.1. No report.

9. Open Spaces report

- 9.1. Weeds on the playground playbark have been sprayed.

10. Faster Broadband report

- 10.1. One or two householders who should be able to access fibre broadband have been unable to do so. JCo has been successful in intervening with Connecting Cambridgeshire on their behalf. It was agreed that an item should be put in the September magazine encouraging anybody in the village who was having difficulties to contact JCo. **Action: Clerk.**

11. Clerk's report

- 11.1. **Bi-monthly report** – previously circulated. JCo pointed out that the budget figures contained in the report were last year's. Clerk to correct and re-distribute. See Appendix A. **Action: Clerk.**
- 11.2. **Invoices for payment:**
 - 11.2.1. Buchan's Landscapes grasscutting April £462.24 (confirmation only, already paid): agreed for payment.
 - 11.2.2. Buchan's Landscapes grasscutting May £462.24: agreed for payment.
 - 11.2.3. Buchan's Landscapes grasscutting June £462.24: agreed for payment.
 - 11.2.4. RoSPA, playground inspection £96.50: agreed for payment.
 - 11.2.5. Clerk's expenses £292.09: agreed for payment.
 - 11.2.6. One.Com, website hosting, £71.62. JCo advised that the charges had increased considerably compared to last year, but she had been unable to find a cheaper alternative. Agreed for payment.
- 11.3. **Audit of 2016/17 accounts:** there was a posting error in the accounts which was noticed by the Internal Auditor and corrected before the Annual Return was submitted to the External Auditor. However this resulted in the variance between this year's and last year's general expenditure exceeding the 15% threshold beyond which an explanation is required. As this was not noticed, no explanation was provided. The External Auditor subsequently requested an explanation for the variance, which the Clerk has provided. However the additional work this entailed may result in an additional charge by the External Auditor.
- 11.4. **Playground inspection May 2017:** agreed to purchase and apply two bags of playbark under the jungle climber. **Action: Clerk.**

11.5. **Workday:** A workday will be arranged for 19 August. **Action: Clerk.**

12. Planning

12.1. S/1787/17/LB repairs and lining to chimney at Thatches, Rectory Lane. The application has already been responded to 'Support' by the Clerk using delegated authority. This response was confirmed. The application has subsequently been granted.

13. Items for next meeting

13.1. KT mentioned that there are a number of large potholes in Crane's Lane. Two have been reported on the CCC Highways fault website, but no action yet. Clerk has asked Lina Joseph to expedite.

13.2. JCo will be unable to attend the next meeting on 12 September

14. Date of next meeting: 12 September 2017

Meeting ended at 21:25

Signed.....

Date.....

Appendix A

Financial report 01 Aug 2017

N.B. All figures exclude VAT

Item	Budget 2016-17 £	Expenditure YTD £	Budget minus expenditure YTD £	
Grass and Hedge cutting	2053	385	1668	
Insurance	421	422	-1	
Clerk's salary	1166	310	856	
Grants (section 137)	682	0	682	
Village Hall upgrade	4788	644	4144	
Audit fees	144	44	100	
Village asset maintenance	600	0	600	
Subscriptions	297	143	155	
Parish Magazine	485	0	485	
Footpath lighting	165	0	165	
Miscellaneous and expenses	1292	30	1262	
Income other than precept	-130	0	-130	
Total	11963	1978		

Bank balances	Current account:	1894
	Deposit account:	19010
S106 money (included in above)	'Open space'	5721
	'Community facility'	945