

Kingston Parish Council
Minutes of Meeting held at 8.00pm on 12 March 2019

James Clear, Chair (JCI)
Julie Conder (JCo)
Miki Ellar (ME)
Sue Dalglish (SD)
Peter Stokes, Clerk
Tumi Hawkins (SCDC)

Members of the public: Rachel Hooper, Charlie Richmond, Paul Wheeler

1. Apologies

1.1. Katherine Reid

2. Minutes of last meeting

2.1. Parish Council meeting 8 Jan 2019 - accepted

2.2. Extraordinary meeting 5 February 2019 - accepted

2.3. Extraordinary meeting 18 February 2019 - accepted

3. Matters Arising

3.1. Parish Council meeting 8 January

3.1.1. **4.1.1 Emergency Plan (JCo and SD):** awaiting feedback from SCDC.

3.1.2. **4.1.2 Litterpick:** set for 23 March. SCDC have agreed to provide litterpickers, gloves and plastic bags, and to collect the bags of refuse afterwards.

3.1.3. **4.1.3 Painting of slide at playground:** 3 quotes obtained, the quote from G Dean Decorating was the lowest price at £168 and has been accepted.

3.1.4. **4.1.4 Replacement goal nets:** now fitted.

3.1.5. **4.1.5 Defibrillator for Kingston:** cheque has been sent to British Heart Foundation, defibrillator is expected in a few weeks together with training kit. Cabinet has been ordered and is expected in about two weeks. Two competitive quotes have been obtained for the installation – the lowest was from LC Electrical at £340 and has been accepted. Agreed that the defibrillator project would be publicised and training programmes arranged when all equipment has been received and installed.

3.1.6. 4.2.1 Purchase of radar speed gun:

3.1.6.1. This has now been received, and a suitable recording sheet created.

3.1.6.2. Agreed that speed recording sessions could now start, initially with JCI and the Clerk carrying out a 1-hour session at a mutually agreeable time to prove the draft instructions and ensure no problems with using the equipment or recording results. JCI to contact the Clerk to suggest date and time. **Action: JCI.**

3.1.6.3. Volunteers to then be sought to carry out further sessions.

3.1.7. **9.2 'Beauty' business at Kingston Barns:** the Clerk has established from the Planning Department that if the business is classed as a shop then 'change of use' permission is required. Agreed that the apparent lack of a planning application should be reported to the Planning Department. **Action: Clerk.**

3.2. Extraordinary meeting 5 February

3.2.1. None

3.3. Extraordinary meeting 18 February

3.3.1. None

4. Correspondence

4.1. **Email from Jason Smith** offering to produce a village map for our website for £500. No action.

4.2. **Letter from CCC** advising that an invoice for streetlight energy would follow shortly, and that costs had risen by approximately 12.5% compared to last year.

4.3. **Email from our insurers** about tree inspections and parish councils' responsibilities. This led to a discussion about KPC's responsibility for trees.

4.3.1. It was accepted that KPC has a legal liability for trees on land that it owns and acknowledged that in the case of a person suffering loss or injury through failure of such a tree the parish council's public liability insurance would cover any legal liability.

4.3.2. Clearly prevention is better than cure so regular inspection of trees on KPC-owned land is recommended and desirable. It was agreed that JCI as Open Spaces representative would carry out an inspection during the Litterpick on 23 March.

Action: JCI.

4.3.3. It was not clear who is responsible for trees located on highway verges within the parish. It was agreed that the Clerk would seek clarification. **Action: Clerk.**

[NB: After the meeting it was clarified by a Highway Officer at CCC that trees on the highway are the responsibility of the County Council. Trees on the boundary are the responsibility of the adjacent landowner.]

5. County Councillor's report

5.1. No report

6. District Councillor's report

6.1. See Appendix A

7. Open Spaces report

7.1. No report

8. Clerk's report

8.1. **Bi-monthly report** (previously circulated) see Appendix B.

8.2. Invoices for payment:

8.2.1. Grant to KVHMC £5721.00 (already paid) – agreed for payment

8.2.2. Payment to Direct 365 for defibrillator cabinet £552.00 (already paid) – agreed for payment

8.2.3. Payment to BHF for defibrillator £600.00 (already paid) – agreed for payment

8.2.4. Payment to Sportsmark for goal nets £81.22 (already paid) – agreed for payment

8.2.5. Clerk's expenses £547.93 – agreed for payment

8.2.6. Cambridgeshire ACRE £57.00 subscription renewal (already paid) – agreed for payment

8.3. **Cleaning of Kingston Village Hall:** the Clerk advised that the present cleaning contractor was producing unsatisfactory results and had twice recently been called

back to re-clean. At present it is hoped that his cleaning standard in the future can be raised to a satisfactory level. If however this proves not to be possible a new cleaner will be sought. The Clerk wished to confirm that it was still agreed that if necessary, in order to secure insurance cover, an individual cleaner could be employed by KPC. This person would be on the KPC payroll, and the cleaning services re-charged to the Village Hall Management Committee. This was agreed.

9. Planning

9.1. **S/4291/18/FL** Replacement dwelling at Kingston Wood Manor: this application has been granted.

10. Date of next meeting: 14 May

Meeting ended at 21:00.

Signed.....

Date.....

South Cambridgeshire District Council – Caldecote Ward

(comprises the Parishes of Caldecote, Childerley, Kingston, Bourn, Longstowe & Little Gransden)

Councillor's Monthly Report – March 2019

This report is for all the Ward, so please be aware that some of the content may not be relevant to your particular Parish.

1 Planning

There are a number of consultations taking place now and here they are:

1.1 North East Cambridge Area Action Plan (AAP)

This is the site that used to be called Cambridge Northern Fringe, opposite the Science Park. It currently houses the Anglian Water Recycling Plant, various businesses and Cambridge North Station.

The ability to develop it very much depends on being able to move the AW waste recycling plant, We are expecting to hear whether the bid to the Home Improvement Fund (HIF) for £200m to relocate it is successful. If it is not, then this site will remain undeveloped for now. The consultation is in anticipation of success. The planning service wants to explore how this area, together with the Science Park, can become an exemplar community that is designed for low carbon living, with energy efficient homes, cycling and walking central to its development.

Visit <https://www.scamb.gov.uk/necaap> for more information and how to respond.

1.2 Call for Sites

SCDC and Cambridge City will be creating a new joint local plan, and we would like to find out where potential sites might be. It is also a government requirement that we carry out this Call for sites as part of what is known as the “Strategic Housing and Economic Land Availability Assessment”. Effectively asking local landowners who might have land to put forward to do so, and we then assess the suitability of the land based on the spatial strategy that we wish to adopt. There are a number of criteria that will be used to test each site submitted, to whittle them down to what may be useful/suitable. The land should be suitable for housing (of all types) and businesses, general industrial and distribution.

Landowners are asked to submit only sites and broad locations that are capable of delivering 5 or more dwellings or economic development on sites of 0.25 hectares (or 500 square metres of floor space) and above

If you are a land owner interested in this then respond **by 5pm on 25th March 2019**. Find out how at <https://www.scamb.gov.uk/media/12984/shelaa-response-form.pdf>

1.3 Statement of Community Involvement (SCI)

The Greater Cambridge Planning Service is preparing a joint SCI setting out how the two councils, SCDC and Cambridge City will engage with residents in the planning process. The last one was for SCDC was adopted in 2010 and is long overdue for updating.

The SCI sets out how everyone, from individuals to interest groups and businesses can get involved in creating planning policy, as well as in the planning application process. We need to understand what residents want in terms of engagement and how they wish to get and send information from/to the Councils.

We want the planning process to work for our residents, so this is the opportunity for all who have an interest in the district to have a say in how they wish to be involved in guiding the future development in their communities in particular and the district in general.

You can find more information here at <https://www.scams.gov.uk/sci>. The consultation **closes 5pm on 25th March 2019**. Please have your say – we really would like to hear from you.

1.4 Neighbourhood Plans (NP)

Great Abington Former LSA Estate NP

We are pleased to announce that SCDC adopted the first Neighbourhood plan in the district on Thursday 21st February. This was for Great Abington Former LSA Estate, and you can find more information about it at <https://www.scams.gov.uk/greatabingtonformerlsaestatenp>.

This neighbourhood plan set out a range of policies that cover this historic well defined area that is currently outside the development framework of the village. It has now become part of the SCDC Local Plan, with equal legal weight, and will be used when the planning service is determining any future applications that come up within this area.

Cottenham Neighbourhood Plan

The draft Cottenham NP seems to be the next one in line to be made. The Cottenham parish council submitted the draft NP in January 2019, and it now has to go to public consultation. After that, it will be considered by an independent planning examiner, and if successful, then a referendum will take place in the village asking local residents to endorse it. If that passes, the council will then adopt it.

In the meantime, we are asking your views on that plan and you can find more information about it at <https://www.scams.gov.uk/cottenhamnp>. Consultation **closes at 5pm on 25th March 2019**.

SCDC is encouraging communities who want development to prepare neighbourhood plans defining policies that will suit their requirements whilst conserving village character but providing housing, improving amenities etc., but complying with national planning policy standards.

2 Transport

There are still consultations ongoing – and once again, I encourage everyone to find time to respond and contribute your views to help shape what we end up getting

2.1 Cambourne to Cambridge Busway – Phase 2

Further to my report last month, the Greater Cambridge Partnership (GCP) Consultation on Phase 2 of the Cambourne to Cambridge busway will **close at midnight on 31st March 2019**.

This is looking at the link from Madingley Mulch, through Bourn Airfield to Cambourne. You will find more details on the Greater Cambridge Partnership website at <http://bit.ly/C2CPhase2> where you can also download the consultation booklet and the response form.

The GCP has held some public exhibitions to help us to understand the proposals but there are still two more coming at Hardwick and Caldecote

Date	Venue	Time
12-Mar-19	Hardwick Primary School	5pm to 7.30pm
13-Mar-19	Caldecote Primary School	5pm to 7.30pm

2.2 East-West Rail Link (Varsity Line)

This is a government initiated project, seeking to re-incarnate the old Oxford to Cambridge railway line. The consultation started on 28th January and closes on 11th March 2019.

The section of railway from Bedford to Cambridge will go through South Cambridgeshire, as two broad routes are suggested.

1. A northerly route via Cambourne
2. A southerly route between Bassingbourn and Arrington – an additional station could be located on the site of the Ministry of Defence (MoD) Bassingbourn Barracks if it is developed

Information about the options being considered can be found on the EW Rail website at <https://eastwestrail.co.uk/haveyoursay>.

SCDC is concerned about the potential impact of this new railway line on our communities, even though we welcome the opportunity to provide transport choice for residents who live west of the district and especially along the A428 corridor. However, we also realise that the government is expecting further development of houses to take place along this corridor to pay for the line. The question is how many?

We are also concerned about the impact on the environment, especially of the southern route which does not link any existing communities. We have not seen any environmental impact assessment, nor a business case for that matter, and it is still questionable whether it will be viable.

We recognise also that rather than work on this piecemeal, it should be looked at in the context of the proposed CAM metro, so that the final route selection will be optimal, not just for long journeys, but for our residents who need to commute around the area into Cambridge and work in the various employment locations in the region.

I am particularly concerned because if it comes through Cambourne, then the villages in Caldecote ward will be seriously affected, especially Bourn, Caldecote and Kingston. If it goes the southern route, then likely Little Gransden will be affected. Either way, Caldecote Ward has a stake in this project!!

SCDC cabinet discussed the project at its meeting on 6-March-2019. The report is at <http://bit.ly/CabinetRptEWR>, the draft consultation response is at <http://bit.ly/SCDC-2-EWR> and a recent news release at <https://www.scambs.gov.uk/council-east-west-rail-must-benefit-environment-residents-and-economy/>

I strongly encourage everyone to respond and have their say. **Closing date is 11th March 2019.**

2.3 A428 Black Cat to Caxton Gibbet improvements

Finally, on 18th February 2019, Highways England announced its preferred route for the much discussed and long-awaited link from Black Cat to Caxton Gibbet. The “Orange route” as it is called, will go south of St Neots, link to the existing A428 just east of the B1428 roundabout, cross over north of the existing A428 and then join up at the current B1040 Eltisely junction with junction improvements there and then on to Caxton Gibbet with upgraded junction to join the existing A428 dual carriageway.

If all that does not make sense – have a look at page 13 of the booklet explaining the works at <https://highwaysengland.citizenspace.com/he/a428-black-cat-to-caxton-gibbet/results/a428blackcattocaxtongibbetwebpra.pdf>. The booklet explains in detail the junction improvements to be made, and reasoning for the selection.

We look forward to this road being built quickly – it is long overdue and is expected to cost around £800million. Construction is now expected to start in 2021. When completed, it will help ease congestion, improve journey times and access to St Neots train station, but more importantly the health and wellbeing of commuters who drive that route every day.

3 Business and Finance

It has been a busy period for issues to do with finance and council business generally

3.1 Business Plan 2019-2024

The business plan for the new LibDem administration was tabled and debated at the full council meeting in February. Consultation responses were in support of the ideas we presented. Key elements for us focussed on four priority areas:

- **Growing local businesses and economies** – We will support businesses of all sizes, including rural enterprise and farming, to help create new jobs and opportunities near to where people live.
- **Housing that is affordable for everyone to live in** – We will build vibrant communities in locations where people have good access to facilities and transport links, so they can genuinely afford to lead a happy and healthy life.
- **Being green to our core** – We will create a cleaner, greener and zero-carbon future for our communities.
- **A modern and caring Council** – We will provide our customers with high-quality services, strive to reduce costs, build on what we are good at to generate our own income and make decisions in a transparent, open and inclusive way.

You can read more about it here at <http://bit.ly/BizPlan2019-24> which goes into more specific details on how we hope to achieve these objectives. We are excited about it and look forward to delivering these objectives together with all our residents.

3.2 Budget Report

The budget for operation of the council is set annually and this is the first that the new administration has brought forward. The council no longer receives any funding whatsoever from central government, so it has to raise its own funding to provide services. Full details can be found at: <http://bit.ly/SCDCBudget2019>

In summary, the total service expenditure for 2019-20 is projected to be £20.2 million, of which £9.1million will be raised from council tax (average Band D is £145.31). The rest will come from a combination of sources including but not limited to Retained Business rates, New Homes bonus, Rural Services grant, interest on balances, Income from other sources including Ermine Street.

The Council is also looking at a wide range of investments in order to help deliver the income needed so we can reduce the “savings” that need to be made. A key priority area is to support small/local businesses to grow, for small businesses in the district to become suppliers to each other

to keep money flowing within the district and aid business growth which in turn should lead to more jobs being created.

3.3 Localised Council Tax Support (LCTS) scheme

Council adopted its LCTS scheme at full council in February. The scheme provides help for people on low incomes, pensioners and those in receipt of certain benefits with their council tax bill.

Details are at

<http://scambs.moderngov.co.uk/documents/s110341/Local%20Council%20Tax%20Support%20Scheme.pdf>

The council informs those already in receipt of support about the scheme, but those who think they may be eligible to contact revenues@scambs.gov.uk or call 03450 450 064

3.4 Council Tax on Empty Dwellings

Empty homes have until now had a surcharge of 50% on the council tax levied if empty for two years or more. However, some have been empty for longer than that, so SCDC is taking advantage of new legislative changes to try and get owners to bring those properties back into use. There are 180 known properties in this category,

Council agreed that from 1st April 2019, it will levy 100% premium on properties empty for 2 years or more, from 1st April 2020 200% on properties empty for 5 years or more, and from 1st April 2021 will levy 300% on properties empty for 10 years or more. In the meantime, the council will continue to encourage owners to bring them back into use

3.5 Grants for Mobile Warden schemes

The Grants committee has awarded a total of £23,410 to 14 Mobile Wardens schemes in the district. This is an increase of £3,300 on previous year. The funding will help the groups to tackle isolation by supporting elderly residents to stay in their own homes and communities. Three new schemes got funding in addition to 11 that had previously been supported.

The mobile warden grant scheme is very much still in operation and will continue to be supported. It is effective in supporting older residents to remain in the communities where they have built up friends and a support network

3.6 “My South Cambs” Customer Portal

The new web based SCDC customer portal went live on 21st January. I have registered! This facility is to enable residents to access council services easily and electronically. Ultimately, it will help us save money that would otherwise be spent on printing papers and postage but more importantly free up officer time that would otherwise be spent on dealing with issues that would otherwise be done electronically.

You can access the new portal either from the South Cambs Council homepage or on

<https://mysouthcambs.scambs.gov.uk>.

Users can create their own account using e-mail, facebook, Google etc. and can be used to report issues, ask questions, obtain information on all council services such as waste collection, benefits, planning etc and also to track progress of enquiries, We are still working on it so we would welcome your feedback and ideas.

4 Green Issues

Being green to our core is a key priority objective and we are already delivering on that. SCDC is now installing solar panels on top of roof at the waste depot in Waterbeach and taking advantage of the Government's feed-in tariff , which ends this March!.

This installation is expected to generate around a quarter of all the electricity the building uses. In hard figures, they will generate 19,121 kilowatt hours per year which, according to Ofgem figures, is the average amount of electricity used by around six homes every year. It will pay for itself within eight years but more importantly generate income for the Council for 20 years.

5 Casework

Please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services.

If you are having any issues with housing, housing repairs, planning, benefits, council tax, bin collection, environmental health etc, don't fight it on your own, I am available to help you to get the best outcome possible for your situation.

Tumi

Tumi Hawkins
7 March 2019

Email me @:	tumi@tumihawkins.org.uk
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Appendix B

Financial report 12 Mar 2019

N.B. All figures exclude VAT

Item	Budget 2018/19 £	Expenditure YTD £	Budget minus expenditure YTD £	
Grass and Hedge cutting	2115	2022	93	
Insurance	438	390	48	
Clerk's salary	1212	1130	82	
Grants (section 137)	682	960	-278	Increased churchyard grant
Village Hall upgrade	7010	7009	1	
Audit fees	44	44	0	
Village asset maintenance	600	1333	-733	£1060 for defib and cabinet
Subscriptions	346	344	2	
Parish Magazine	504	504	0	
Footpath lighting	171	194	-23	
Miscellaneous and expenses	1342	422	920	
Income other than precept	-130	-55	-75	
Total	14334	14298		

Bank balances	Current account:	953
	Deposit account:	14620
S106 money (included in above)	'Open space'	0
	'Community facility'	945