

# Kingston Parish Council

## Minutes of Meeting held at 8.00pm on 14 July 2020

This was a virtual meeting, held online using 'Zoom' for video and audio.

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

Members of the public: Rachel Hooper, Maj-Lis Atiyah, Paul Wright, Trish Dunlop, Ian Dunlop.

### 1. Apologies

1.1. Katherine Reid

### 2. Minutes of last meetings

2.1. Parish Council meeting 12 May 2020: accepted

2.2. Extraordinary meeting 21 May 2020: accepted

### 3. Matters Arising

3.1. **3.1 Condition of road surface in Crane's Lane:** Lina Nieto has been progressing, and some potholes have been repaired. No further progress.

3.2. **3.2 Emergency Plan:** Tumi Hawkins has agreed to progress this matter with the relevant officer at SCDC as Sue Dalglish has not been able to get any response.  
**Action: Tumi Hawkins.**

#### 3.3. 8.3 East West railway

3.3.1. Activity by East West Rail Company: The East West Rail Company plans to restart non-statutory consultation soon as conditions allow, probably in 2021. Meanwhile SD has received a helpful email from their Engagement Manager advising that they are continuing to survey the possible routes in a broad width across the preferred route to identify any constraints, environmental or otherwise, along the route, to take them into consideration when selecting potential route alignment. The final route has not yet been decided.

3.3.2. Representation on KPC: SD reported that in future she would be spending part of her time in Glasgow and part in Kingston. While in Glasgow it would not be possible for her to attend physical meetings or other local events, so she suggested another Councillor could be co-opted as an additional representative on KPC. It was agreed that JCo would fulfil this function.

3.3.3. Action for KPC: Paul Wright advised that it would be helpful if KPC wrote to the East West Rail company to express concern over the potential effect on the Bourn Brook Valley, which is an important wildlife area supported by the Wildlife Trust, and the possible use of old rolling stock which distributes sewage along the track. It was agreed that SD would draft a letter for comment by Paul Wright and other councillors. **Action: SD..**

Paul Wright left the meeting.

3.4. **4.5 Footpath between Field Road and Tinker's Lane:** The Highways Section have responded to say they have visited the site but have decided no further action is necessary.

- 3.5. **4.6 Area outside bus shelter:** Steve Wilson has quoted £575 to restore this area, including levelling, re-seeding and reinstating the gravel paths. He has given no detail, so it was agreed he will be asked to confirm the scope of the work and provide a breakdown showing cost of labour and materials.

#### 4. Planning

- 4.1. **Orchard Cottage 20/02431/HFUL:** Two storey side extension, single storey rear extension and re-roofing works at Orchard Cottage Cranes Lane.
- 4.1.1. It was agreed to consider this planning application for Orchard Cottage (ref 20/02431/HFUL) at this point as there were a number of visitors to the meeting for whom this was the main item of interest.
- 4.1.2. Councillors considered objections to the proposal received from Jeannie Venn, and also heard support for the proposals voiced by Maj-Lis Atiyah and Trish Dunlop. After some discussion, it was agreed that the advantages and merit in the proposal outweighed the disadvantages and objections, and that KPC supported the proposal.

#### 5. Correspondence

- 5.1. Email from NALC on website accessibility:
- 5.1. The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018 requires public sector bodies, which includes local councils, to ensure reasonable adjustments are made to websites so they are accessible to people with various disabilities. These include impaired vision, motor difficulties, cognitive impairments or learning disabilities,
- 5.1.2.5.1.1. deafness, or impaired hearing.
- 5.1.3.5.1.2. From 23 September 2020 all local council websites will have to comply with these regulations. There are provisions in the regulations to ensure that the burden of complying is not disproportionate in the circumstances. It will be necessary to carry out an assessment of our website (for which guidance is available) to assess what if anything needs to be done to comply. **Action: JCo.**
- 5.2. Email from Planning Trees, SCDC re grants available: the 'Zero Carbon Communities' is offering grants under three themes: Cycling, Community buildings, and Tree-planting etc.

#### 6. County Councillor's report

- 6.1. See Appendix A

Lina Nieto left the meeting

#### 7. District Councillor's report

- 7.1. Tumi requested that she be copied in on any relevant emails, particularly those involving Planning, in case she is able to help.
- 7.2. See Appendix B for report.

Tumi Hawkins left the meeting.

#### 8. Clerk's report

- 8.1. **Bi-monthly report:** see Appendix C.
- 8.2. **Invoices for payment:**
- 8.2.
- 8.2.1. Buchans, grass cutting for May £489.89, agreed for payment
- 8.2.2. Buchans, grass cutting for June £489.89, agreed for payment

- 8.2.3. Opus Energy, energy for streetlights May, £24.64 (direct debit), agreed for payment
- 8.2.4. Peter Stokes, Clerk's salary for June 2020 £85.30 (already paid), agreed for payment
- 8.2.5. Peter Stokes, Clerk's salary for July 2020 £85.10, agreed for payment
- 8.2.6. HMRC, PAYE June 2020 £21.20 (already paid), agreed for payment
- 8.2.7. HMRC, PAYE July 2020 £21.40, agreed for payment
- 8.2.8. Kingston Village Hall, hire fees £145.00, agreed for payment
- 8.2.1.8.2.9. Peter Stokes, Clerk's expenses £88.93, agreed for payment
- 8.3. Audit of 2019/20 accounts
  - 8.3.1. Acceptance of the Internal Auditor's report: agreed for acceptance.
  - 8.3.2. Agreement to the Annual Governance Statement (Section 1 of the AGAR): agreed and accepted.
  - 8.3.3. Approval of the 2019/2020 accounts: approved.
  - 8.3.4. Approval of Accounting Statements 2019/2020 (Section 2 of the AGAR): approved.
  - 8.3.5. Agreement for KPC to self-certify as exempt from a limited assurance review: agreed.
- 8.4. Opening of playground: it was confirmed that following the relaxing of restrictions the playground would be opened with new signage complying with government guidelines.
- 8.5. Playground inspection April 2020: The Clerk confirmed that the following action recommended by the inspector had been taken or was to be taken:
  - 8.5.1. Dean Decorating has submitted a quotation for £364.00 to repaint the slide. It was agreed to accept this quotation on the basis of the good quality work previously carried out by this contractor.
  - 8.5.2. The repair of the mound tunnel is in hand.
  - 8.5.3. The level of concrete around the RH support for the mound slide has been lowered by approx. 100mm. Addition of playbark is in hand.
  - 8.5.4. The plastic covers to the chains on the nest swing have been removed.
- 8.6. 'Natural' overgrown area at the playground: the pathway cleared by volunteers earlier in the year is becoming overgrown again. JCI agreed to cut back encroaching brambles etc. PS agreed to help him. Action: JCI, PS.

**9. Other matters**

- 9.1. None

Date of next meeting: 8 September 2020

Meeting ended at 10.00pm

Signed.....

Date.....

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