

# Kingston Parish Council

## Minutes of Meeting held at 8.00pm on 10 November 2020

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

### Present:

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

**Members of the public:** Mimi Wheeler, Paul Wright, Rachel Hooper

### 1. Apologies

1.1. None

### 2. Minutes of last meetings

- 2.1. Parish Council meeting 8 September 2020 – accepted
- 2.2. Extraordinary meeting 28 October 2020 – accepted

### 3. District Councillor's report

- 3.1. The District Council has revised its advice on Covid restrictions to reflect the latest Government regulations.
- 3.2. Advice for 'extremely vulnerable' people has been sent out.
- 3.3. A backlog has developed in the Planning Department.
- 3.4. Workshops are to be held for parish councils next year – invitations will be sent out.
- 3.5. The Mayor of Cambridgeshire and Peterborough has issued details of his proposed possible routes for the Cambridge Metro.
- 3.6. In response to a question from ME. Tumi Hawkins confirmed that there is no decision yet on the application for planning permission for the proposed new Coop convenience store in Comberton.
- 3.7. The Clerk reminded Tumi Hawkins regarding difficulties being experienced by the Campbells of Tranquil, Rectory Lane regarding their notification to remove a tree which is causing damage to their house. Tumi Hawkins confirmed she is using her best efforts to resolve the issue.

Tumi Hawkins left the meeting.

### 4. Matters arising

- 4.1. 3.2 Emergency Plan: There has been no further progress with getting the plan approved by SCDC. It was agreed therefore that:
  - 4.1.1. The plan will be circulated to Parish Councillors and the Clerk, but must not be broadcast outside this group.
  - 4.1.2. SD will draft an item for the magazine to inform residents of the existence of the Emergency Plan. **Action: SD.**

- 4.2. 3.3 East West Railway
- 4.2.1. SD attended an online forum hosted by the local MP, Anthony Browne. He is in support of the proposed 'northern' route which approximately follows the A428, passing north of Cambourne before taking a south-easterly line to meet up with the line from Cambridge to London at a point south of Cambridge.
- 4.2.2. EWR have said they will 'consider' this route but it is not clear if the forthcoming further rounds of consultation will include this as a possible route, as an addition to routes within Option E, which has already been announced as the preferred route corridor.
- 4.2.3. For the avoidance of any doubt SD made it clear that an earlier proposal for a route which passes into Cambridge from the north has definitely been rejected and is not under any further consideration.
- 4.2.4. The final decision will be taken in the summer of 2021.
- 4.2.5. A letter is to be sent to the Cambridge Approaches Group making clear KPC's objection to any route which passes through or close to Kingston. SD to draft a suitable letter. **Action: SD.**
- 4.3. 3.5 Accessibility regulations for the website: JCo has now fulfilled the statutory requirements. There is a page for the Accessibility Statement on the website, and the website needs to be reviewed again in a year's time. Work continues on accessibility issues.
- 4.4. 4.1 Kingston phonebox: Kingston has lodged an application to adopt the phonebox, which has been acknowledged.
- 4.5. 7.2 Oak tree in the VH car park: Peter Reynolds is arranging on behalf of the PCC for an arborist to look at some trees in the churchyard, and has agreed to ask his advice also about the oak tree on the VH car park.

Paul Wright left the meeting.

## 5. Correspondence

- 5.1. Letter from SCDC regarding parish precept for 2021/22: for information only. The budget for 2021/22 will be set as usual at the January meeting.
- 5.2. Email from resident regarding business start-up: no action until more information available.
- 5.3. Email from resident requesting a notice in Crane's Lane asking horse riders to keep to one side: the reason for this suggestion is to try and keep one side of the Lane less muddy for walkers.
- 5.3.1. ME remembers there being a similar sign many years ago.
- 5.3.2. An email has also been received from another resident opposing the idea of such a sign, suggesting that all users of the lane should use their best judgement as to which line to take, and that if horse riders were confined to one side this would become extremely rutted and muddy, making it unpleasant for riding.
- 5.3.3. It was agreed that KR as Footpaths Lead would contact the Public Rights of Way team at CCC to ask for their advice. **Action: KR.**
- 5.4. Email from Chris Reid re proposed change of status of the Village Hall charity: Chris believes that the status of the charity should be changed from the present 'Unincorporated Body' to 'Charitable Incorporated Organisation'. He requests the Parish Council to approve of this, so that he can proceed with the

process. JCo thought that additional information is required to understand why this change is necessary. It was agreed that she would write to Chris Reid accordingly. **Action: JCo.**

5.5. Letter from Toft Parish Council reporting a damaged fence at The Swards. Peter Reynolds has offered to carry out repairs. JCI has agreed to help him. **Action: Peter Reynolds and JCI.**

5.6. Email from CCC announcing the Community Reach Fund which offers awards of up to £500 to enable a project that addresses community needs caused by the Covid crisis.

## **6. County Councillor's report**

6.1. See Appendix A for her October report.

## **7. Open Spaces report**

7.1. JCI reported that the Ash tree on the Orchard looks healthy with no signs of die-back.

7.2. The Clerk reported that the Campbells at Tranquil, Rectory Lane have noticed that two trees on their boundary with the Orchard are dead or dying, and need to be removed. It is not clear whether the trees belong to the Campbells or the Parish Council. It was agreed that the arborist engaged by the PCC (see Minute 4.5) would be asked for his advice regarding these two trees.

## **8. Clerk's report**

8.1. Bi-monthly report: previously circulated. See Appendix B.

8.2. Invoices for payment:

8.2.1. Opus Energy footway lighting energy Oct 2020 £28.64 (already paid by DD) – agreed for payment

8.2.2. Clerk's salary for Oct 2020 £85.30 (already paid) – agreed for payment

8.2.3. HMRC PAYE for Oct 2020 £21.20 (already paid) – agreed for payment

8.2.4. Clerk's salary for Nov 2020 £85.10 – agreed for payment

8.2.5. HMRC PAYE for Nov 2020 £21.40 – agreed for payment

8.3. New Parish Clerk: it was agreed that the current applicant would be interviewed by the Chair and another Councillor in early December.

## **9. Planning**

9.1. 20/2172/TTCA application to carry out tree work at Walker's Field, Church lane: Agreed KPC has no objections.

9.2. 20/02431/HFUL application for two storey side extension, single storey rear extension and re-roofing works at Orchard Cottage, Crane's Lane: planning permission has been granted.

## **10. Items for next meeting**

10.1. The Clerk suggested that the KPC Zoom account could be made available to other residents as there would be no additional cost.

10.1.1. It was felt that this could open confidentiality issues as the log-in details would have to be made widely known.

10.1.2. ME suggested that a grant from the Community Reach Funding (see Minute 5.6) could be applied for to pay for a second Zoom licence for use

by residents, as this was clearly a benefit to the community in the face of the Covid crisis.

- 10.1.3. It was agreed that an application for a grant would be made. However subsequent to the meeting the Clerk found that multiple users of a Zoom licence are not permitted.

**11. Date for next meeting**

- 11.1. 12 January 2021

The meeting ended at 21:50.

Signed: .....

Date:.....

**Representing**  
*Barton, Caldecote, Coton, Comberton,  
Harlton, Hardwick, Grantchester, Kingston,  
Madingley, The Eversdens, & Toft.*

## **County Councillor Report- October**

Dear all,

Now that the autumn is quickly approaching and the days are shorter it is very important to continue exercising and making sure you have a support group around you.

### **Future Parks project – Cambridgeshire & Peterborough**

National strategic initiative to secure and enhance green spaces. There are 8 projects nationally and one is here. The main aim is to develop new solutions to manage parks in the long-term.

The County Council is the lead authority responsible for this but is in partnership with all the other local authorities and Natural Cambridgeshire. It will run until 2022 and we will see an investment of £700,000+.

It is very interesting as it is looking at the growth agenda, social inequality and other factors that could impact on people regarding open spaces. But also they are mapping all green spaces and making sure data is accurate which before has not been done. This has helped to identify gaps, baseline for standards and recommendations.

This is a really exciting project and one of the key things I have asked them is to involve young people. We must involve future generations on current projects that will be their legacy.

### **Comberton Village College**

This past month I attended an online meeting with Anthony Browne MP and CVC students with a focus on Environment. It was great to see the high quality discussion and questions raised. As a result of this meeting I have put them in touch with our research group. Cambridgeshire County Council is currently working with young researchers from Cambridge University Science and Policy Exchange (CUSPE). The researchers have been planning some focus groups with young people on talking climate change.

### **Investing in our Libraries**

As part of the business plan we have agreed £1,172k for the installation of Open Access technology across 31 library sites in the County, initially the 9 hubs and then extended to 22 other libraries

The technology allows for additional access to the libraries during unstaffed hours. The bids operate on the basis that they will provide greater access to the library estate where currently 60% is unused during a typical 9-5 working week.

The project will allow the Council to maximise use of the library asset and embrace the Think Communities strategy. Local people will have far greater access to their library and the resources it offers, while Council employees will be able to make more use of libraries to meet residents, partners or simply drop in and work, helping embrace agile working.

As always, here to serve you and help in any way I can.

Yours,

*Lina Nieto*

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## Appendix B

**Financial report 10 Nov 2020**

N.B. All figures exclude VAT

Item	Budget 2020/21 £	Expenditure YTD £	Budget minus expenditure YTD £	
Grass and Hedge cutting	2167	2174	-7	
Insurance	375	373	2	
Clerk's salary	1278	767	511	
Grants (section 137)	981	0	981	
Village Hall upgrade	1288	1288	0	
Audit fees	100	53	47	
Village asset maintenance	900	1063	-163	
Subscriptions	368	0	368	
Parish Magazine	760	0	760	
Footpath lighting	300	183	117	
Miscellaneous and expenses	1500	397	1103	
Income other than precept	-150	-104	-46	
<b>Total</b>	<b>9866</b>	<b>6195</b>		

<b>Bank balances</b>	Current account:	2912
	Deposit account:	14011
<b>S106 money (included in above)</b>	'Open space'	0
	'Community facility'	945