

Kingston Parish Council

Minutes of Meeting held at 8.00pm on 8 September 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
Lina Nieto, CCC

1. Apologies

1.1. None

2. Minutes of last meeting

2.1. Accepted

3. Matters arising

3.1. 3.2 Emergency Plan (Tumi Hawkins):

3.1.1. There is still no contact from SCDC so it was agreed that the plan would be adopted as 'Kingston's Plan' until we hear anything from SCDC to the contrary.

3.1.2. It was agreed that the plan needs to have a lead/coordinator, which should be the Parish Council Chair, with the Vice-Chair as a deputy in the event that the Chair is for some reason unable to take the lead.

3.2. It was agreed that the plan would not be published on the village website as this would put local phone numbers in the public domain and breach Data Protection Regulations (GDPR). The existence of the plan will be included as part of the standing information in the Parish Magazine.

3.3. 8.3 East West railway

3.3.1. There is concern that a leaflet recently delivered house-to-house by Cambridge Approaches Group, which makes some factually inaccurate or misleading statements, and has an 'alarmist' approach, may cause unnecessary worry and concern amongst householders. It was agreed to send out an email distancing KPC from the views expressed in the leaflet.

3.3.2. SD and JCo attended a workshop last month which brought together representatives from across the Cambridgeshire area to discuss current progress with regards to the selection of a final route alignment. They reported back as follows:

3.3.2.1. Old type rolling stock will not be used (with the attendant risk of untreated sewage being released onto the track) but it was not yet determined whether diesel or electric power would be used.

- 3.3.2.2. The broad route corridor has been selected ('Option E') but the precise route alignment within Option E is still to be decided, based on survey work which is still being carried out. These surveys are currently being conducted across a wide local area to help East West Rail to build a picture of the existing environmental conditions and other constraints that would affect potential route alignments.
- 3.3.2.3. These additional surveys will take several months to complete therefore we are not expecting any major detailed feed-back until early 2021 at the earliest. However East West Rail is continuing to engage with all local areas along the route and we also have a nominated contact to whom we can address any additional items/concerns we would like to discuss.
- 3.4. 4.6 Area outside bus shelter: the work to reinstate this area is now complete.
- 3.5. 5.2 Accessibility Regulations for the website:
 - 3.5.1. JCo reported that she has carried out some preliminary work to assess what needs to be done to ensure our website complies with the new regulations. We are not required to make changes to the website that would be 'disproportionate' in relation to our size and budget.
 - 3.5.2. There is a basic checklist to help in this assessment, but even this is very long, and it will take some time to complete. There is a deadline on 23 September by which time a statement must be made about the degree of compliance.
 - 3.5.3. KR offered to help with the task of identifying accessibility issues on the current website.
- 3.6. 8.6 'Naturally' overgrown area at playground: JCI has cut back the encroaching vegetation.

4. Correspondence

- 4.1. Email from SCDC regarding phone box removal:
 - 4.1.1. BT has identified that Kingston's phone box, like several others, has so little use that they wish to remove it. There is a period of consultation until 30 September during which time Kingston can either agree to its removal, make a case for retaining it as a working phone box, or purchase and retain the phone box, without telephone and as it stands for £1, to be used for another purpose.
 - 4.1.2. A village-wide survey has been carried out to obtain residents views on these options.
 - 4.1.3. The results of the survey (see Appendix A) show a clear majority in favour of retaining the phone box without phone, to be used as a book and DVD exchange or similar.
 - 4.1.4. It was therefore agreed that KPC would respond to the consultation to say that we wish to 'adopt' (i.e. purchase) the phone box from BT for £1.
- 4.2. Letters from Opus Energy advising increases in charges: noted.
- 4.3. Email from Local energy Advice Partnership offering free energy-saving advice to residents: this appears to be connected to a commercial organisation. No further action.

5. County Councillor's report

5.1. See Appendix B.

6. District Councillors report

6.1. See Appendix C.

7. Open Spaces report

7.1. Peter Reynolds has offered to cut back ivy on fruit trees in The Orchard. JCI has thanked him and accepted the offer.

7.2. Peter Reynolds has pointed out that the lower branches of an oak tree on the VH car park are making parking of taller vehicles (eg vans) difficult. Peter suggested that the tree could be cut down, but it was agreed it may be more appropriate to cut off the lower branches. Clerk to assess.

Tumi Hawkins and Lina Nieto left the meeting.

8. Clerk's report

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

8.2. Invoices for payment:

8.2.1. Opus Energy, energy for streetlights June, £23.15 (direct debit): agreed for payment.

8.2.2. Opus Energy, energy for streetlights July, £23.93 (direct debit): agreed for payment.

8.2.3. Opus Energy, energy for streetlights Aug, £24.58 (direct debit): agreed for payment.

8.2.4. Peter Stokes, Clerk's salary for August 2020 £85.30 (already paid): agreed for payment.

8.2.5. Peter Stokes, Clerk's salary for September 2020 £85.10: agreed for payment.

8.2.6. HMRC, PAYE Aug 2020 £21.20 (already paid): agreed for payment.

8.2.7. HMRC, PAYE Sep 2020 £21.40: agreed for payment.

8.2.8. Buchan's, grasscutting for July, £489.89: agreed for payment.

8.2.9. Buchan's grasscutting for August £489.89: agreed for payment.

8.2.10. Dean Decorating, painting of slide at playground, £364.00: agreed for payment.

8.3. Recruitment of new Parish Clerk

8.3.1. The Clerk confirmed that two parish residents have expressed an interest in the position. The Clerk is to arrange an informal chat with each of them to give them an outline of the duties and level of commitment required, and check that they are still interested.

8.3.2. It was agreed that the assumed average working hours per week for the position, on which the salary is based, should be increased from 2 hours/week to 3 hours/week.

8.4. Review of Kingston Poor Land Charity trustees: the four-yearly appointment or re-appointment of the trustees of the charity is now due. The Clerk advised that the two present trustees, Joan Reynolds and Donal O'Donnell, have confirmed to him their willingness to serve for a further four-year period. It was

agreed that their re-appointment was confirmed, and the Clerk requested to pass on to the trustees the thanks of the Parish Council for their hard work in this role.

- 8.5. Playground inspection April 2020: all outstanding actions following the inspection on 29 April 2020 are now complete.
- 8.6. New copy of Local Council Administration, Charles Arnold-Parker: this book is 'the Bible', regularly referred to by the Clerk to confirm details of procedures and the law for Parish Council business. The present copy is the sixth edition, dated 2002. The book is currently in its 12th edition, due for release in December 2020. It was agreed an up-to-date copy would be purchased from SLCC at the reduced price for members of £119.00.

9. Planning

- 9.1. 20/1846/TTCA Tranquil, Rectory Lane: an application has been submitted to carry out work on two trees. It was agreed that KPC has no objections.

10. Items for next meeting

- 10.1. JCo reported that a planning application has been submitted for a Co-op convenience store in Comberton village, opposite the village college. This location is in fact in Toft parish. The owners of the (only) shop in Toft village believe that if this is granted, they will lose the 100% business rates rebate they currently enjoy as 'the only shop in Toft'. They have launched a petition to try and stop the building of the Co-op shop.

11. Date for next meeting

- 11.1. 10 November 2020.

The meeting ended at 21:50.

Kingston Parish Council

Results of survey carried out to find out residents' reactions to proposals by BT to remove the phone box.

The survey was carried out partly online using 'SurveyMonkey' and partly with the use of a simple form which could be emailed or printed. I intended to encourage responses from all adults resident in the village, but because of difficulties with SurveyMonkey some households may have only taken part as a single submission.

Results:

| Total responses to survey: 46 | Yes | | No | | Totals |
|---|--------|----------------------|--------|----------------------|--------|
| | Number | % of total responses | Number | % of total responses | |
| Should the phonebox be kept as a working phonebox? | 3 | 6.5% | 43 | 93.5% | 46 |
| If not, should the phonebox be retained for some other purpose? | 26 | 56.5% | 17 | 37.0% | 43 |

| Total responses to this question: 29 | Willing to volunteer | | Parish Council should maintain | | Totals |
|--|----------------------|----------------------------------|--------------------------------|----------------------------------|--------|
| | Number | % of responders to this question | Number | % of responders to this question | |
| If you want to keep the phone box, would you be willing to help with maintenance (eg painting) as a volunteer, or do you think the Parish Council should pay for maintenance (with a small council tax increase) | 14 | 48.3% | 15 | 51.7% | 29 |

Comment and analysis

There is therefore a clear majority of people responding who wish to retain the phone box for another use. Practically all of these suggested they wanted to keep it as a swap library for books, many also adding DVDs. There were also a few suggestions for other 'swaps': seeds, garden items, kitchen items, toys. One respondent suggested a 'history museum', two wanted to retain the phonebox as a decorative object in its own right.

One respondent gave a link to a website which gave examples of various uses to which phone boxes have been put. Apart from two pertinent suggestions (library as above, or to house a defibrillator) the rest were distinctly quirky, more applicable to a city centre: coffee shop, lightbox beaming images into the street, salad bar, pub, art gallery and cake shop.

On the question of 'Who should maintain the phonebox', respondents were almost evenly split between being willing to volunteer, and expecting the Parish Council to maintain.

A couple of people pointed out that should we decide later we don't want to keep it, it could be sold for many hundreds of pounds.

Peter Stokes 07/09/2020



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

County Councillor Report

Dear all,

I hope you are all well and we are fortunate with the weather throughout these last months.

Back to school:

Test and Trace:

- The local authority has created a guidance document for schools containing a letter to share with parents about the process and a one page summary of what to do if there is a confirmed case of COVID-19 in school.
- We are advising anyone showing symptoms to book a test, preferably at a test site or via a home test where this is not possible. People with symptoms should isolate for ten days, or until a negative test result has been received
- The DfE is sending schools an initial supply of ten test kits. These are for use in ‘exceptional cases’ - for individuals who have developed symptoms at school for whom there may be barriers to their receiving a test elsewhere. We are advising schools to phone 119 for a swift test and trace process, wherever possible.

Transport:

- 8200 bus passes have been printed, together with a leaflet containing key messages around the use of face coverings by children aged 11+. Secondary school pupils are expected to wear a face covering when travelling on local authority transport, as they are when utilising public transport.
- Where necessary, additional transport has been secured to avoid buses being used to serve more than one school and to support special schools with their ‘bubble’ arrangements.

Public Health campaigns:



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

Yours,

Lina Nieto

E-mail: lina.nieto@cambridgeshire.gov.uk
Mobile: 07402 351821
Website: www.linanieto.yourcllr.com
Twitter and Facebook: [@CllrLinaNieto](https://www.facebook.com/CllrLinaNieto)

South Cambridgeshire District Council – Caldecote Ward

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

Councillor's Monthly Report – September 2020

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

General

Please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services. These are housing, housing repairs for council tenants, planning, benefits, council tax, bin collection, environmental health issues etc. Don't fight on your own. I am available to help you to get the best outcome possible for your situation.

If you have time to spare – check out articles on my blog <http://www.TumiHawkins.org.uk>. What I post on there is my view and not LibDem or South Cambs official policy unless I state that it is.

COVID19 Updates

The virus is still with us and so we must continue to be vigilant and take precautions. There are those trying to talk down the severity of Covid19, so I would urge caution and encourage everyone to continue to practice good handwashing, social distancing measures and wearing of face coverings. We must continue to do this for the sake of one another's health. Thank you.

Schools have reopened and our children are returning to their studies. The primary schools are opening fully whilst Comberton Village College is operating a phased return to school (<https://www.combertonvc.org/news-and-events/article/A-phased-return-to-school-in-September-.....>). The school has sent out instructions to all parents. Face coverings are required where it is not practicable to maintain their bubbles, most especially in social areas and on the bus.

The Government is encouraging employees to return to their places of work. This will be dependent on the employers requirements and maintaining sufficient social distancing practices to make employees feel safe.

The government website for all information is <https://www.gov.uk/coronavirus>.

South Cambs re-opening to public

South Cambs Hall will be re-opening to public **by appointment only** starting on Tuesday 15th September 2020 between 10am-3pm on Tuesdays to Thursdays only. Please go to the website at <https://www.scams.gov.uk/your-council-and-democracy/ways-to-contact-us/book-an-appointment/> to book an appointment. No walk-ins are allowed. Strict social distancing and hygiene procedures will be followed. Visitors will be required to wear face coverings and should take one with them. This is a limited opening and we will be reviewing this regularly.

Local Covid Testing Site

The drive-through coronavirus testing facility at the **Milton Park & Ride** is still operational though very busy. Some have reported difficulties in getting appointments there and have had to go further afield including Bedford. I have raised this with our senior managers who will raise it with the NHS – perhaps we need another one in this area. Book an appointment on the NHS website <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ask-for-a-test-to-check-if-you-have-coronavirus/> or by calling [119](tel:119).

Local SCDC Support

The South Cambs Coronavirus page <https://www.scambs.gov.uk/coronavirus/> is kept updated.

Once again a big thank you to all the volunteers. The Council is encouraging communities not to completely scrap the support systems already in place but find a way to keep something in place. There is talk of a second wave, which though we hope will not happen, must bear in mind.

The Hot food scheme the Council ran in the summer is now over. However, we have found some funding to carry on a much reduced scheme for those who might still need support. Caldecote will still benefit, although reduced number, until it ends in October.

Business Support and Businesses reopening

The Business Support team has got into its stride and assisting businesses operating in the district to re-open and providing assistance to help them get through this difficult time. You can read more about the team here <https://www.cambridgeindependent.co.uk/business/the-new-team-helping-south-cambridgeshire-s-businesses-to-recover-9118631/>, and contact via [scambs.gov.uk/business](https://www.scambs.gov.uk/business), email openforbusiness@scambs.gov.uk or call 01954 713 465.

Shop Local - Please continue to buy from your local shops to support South Cambridgeshire economy.

Planning

Officers continue to work under the new challenging lockdown regime to get planning decisions made in a timely manner.

Area Teams

The area teams meetings held in July were well received by the parishes that attended and we will be continuing these over the coming months. We received valuable feedback which is helpful for refining our service going forward. Now that you have met your area team, please do work with the Area Team Leader as your first port of call for any concerns you may have about a planning application or enforcement situation. I hope that you will establish a good working relationship with them going forward. I am of course still here to help with those knotty/sensitive/tough situations!

Planning Committee PAS Review

The promised PAS review of the south cambs planning committee process is ongoing. The last stage of that is a forum with Parish Councils. This will be taking place during September and parishes will be getting their invitations shortly. As there are 105 parishes, there will be four sessions so every parish can have their chance to engage in this review. Thank you for your patience and hope you will send a representative to the forum.

Greater Cambridge Local Plan Update

We are working toward having further discussions with local councillors and other stakeholders this Autumn 2020 about the findings of the Issues and Options consultation. We will also be releasing information on the 600+ sites that land owners submitted to the Council in the Call-for-Sites stage. Some are for housing, others for businesses, and others for green spaces.

I re-iterate that these sites have NO planning merit whatsoever, it is just a list and we have not done any work to assess their suitability. They are nothing but aspirational on the part of the owners who “hope” that theirs will fit into our spatial strategy, when we do decide on the strategy.

This stage is a requirement by government and is the same thing that happened with the previous plan. These sites will go through further testing later in the process before they can be considered for selection.

Tree Wardens scheme newsletter

The latest newsletter has been sent to all parishes. There's a lot of good information in there on the England Tree Strategy consultation, podcast and video by Ancient Tree Forum, advice from the Soil Association and more. Please pass on to your local tree warden if they are not parish councillors.

Consultations

There are a number of consultations going on at the moment which I would encourage everyone to engage with

Anglian Water Relocation of Cambridge Waste Water Treatment Plan

This is the first stage informal consultation by Anglian Water to move the WRC away from the North East Cambridge area. AW is now able to do this because it received £200m from Government's Housing Infrastructure Fund. AW has identified 3 potential locations to move the WWTP to. You can find out more about the project on the website here <https://cwwtpr.com/> and <https://cwwtpr.com/have-your-say/> send in your comments too.

The deadline has been extended to 14 September 2020.

North East Cambridge (NEC)

This is the area north of the city comprising the Science Park and the area around Clifton Road, Cambridge North Station and the Cambridge Waste Water Plant. It is planned to be a low carbon, low car use district of about 8,000 homes and providing space for 20,000 jobs over the next 20-plus years. There's a lot of information on the website at <https://www.greatercambridgeplanning.org/emerging-plans-and-guidance/north-east-cambridge-area-action-plan/>. The council is running online Q&A sessions etc. so please do check it out and join in the conversation.

The consultation started at 9am Monday 27 July and **finishes 5pm Monday 5 October 2020.**

Government Planning White Paper

The government through the MHCLG (Ministry of Housing Communities and Local Government) published at the start of August a white paper for consultation, outlining their radical plans to make far reaching changes to the planning system.

This is a public consultation which closes on 29 October 2020 and full details can be found on the website at <https://www.gov.uk/government/consultations/planning-for-the-future>.

The Council is digesting the proposals and considering the implications on our district, some of which are quite concerning. The thrust of the changes focuses on simplifying local plans by zoning land into Growth, Renewal and Protected areas, changing to a "sustainable development test", set out site specific requirements and design codes for development instead of "planning policies", creating new plans in no more than 30 months, scrapping five-year land supply requirement (like that one), single infrastructure levy to replace S106, raising threshold for providing affordable housing to 40+ (will affect parishes badly) and others.

Once we have fleshed out the Council's response, we will make it available to the parishes. But in the meantime, we are encouraging all parishes to consider putting in their responses too as it is a public consultation.

Cambourne to Cambridge (C2C) Busway

The C2C project was suspended temporarily as the Mayor claimed he had an alternative route that he wanted to consider further. Mayor is now looking at alternatives to the busway and short-term solutions. The short-term solution that has been announced are:

1. The plan is to introduce a new service number 905 along the X5 (Oxford to Cambridge) route. From 30 August the old route will be split into two parts: the X5 will operate normally using a coach between Oxford and Bedford. The second part is the new 905 Service which will run between Bedford and Cambridge operating a double decker bus, servicing Roxton, Eaton Socon, St Neots, Cambourne, Cambridge Regional College, Cambridge Science Park and the city centre. More info at <https://www.stagecoachbus.com/promos-and-offers/east/august-30th-service-changes#tab2>
2. Whippet to provide a new X2 service with a revised X3 service. The X2 to provide a new service on the route Papworth – Cambourne – Trumpington - Addenbrooke’s – Cambridge rail station.
The revised X3 will be on hourly 7 days a week on the route Corby – Huntingdon – Papworth – Cambourne – Cambridge – Addenbrooke’s. Check here <https://www.go-whippet.co.uk/latest-news/news/>

It is great to see improved services for existing residents along this corridor. However it falls far short of what is needed for the additional 6000+ homes that need to be delivered between Cambourne West and Bourn Airfield.

East West Rail

I attended the EWR workshop held on 24 August and it was good to see a number of familiar faces representing the parishes along the proposed route. EWR insist that they put customers first and the

commuters are at the core of their proposals. The Delivery Director was insistent that no specific alignment has been selected yet, but the work being done now will go toward making that choice. They are talking to the CPCA about the CAMetro and C2C busway.

In response to my question asking why diesel trains are being considered at a time when the country is moving toward zero-carbon, I was pleased to hear that EWR is considering other forms of energy including electrifying the line, hydrogen, battery or a combination of all of these! Other topics discussed include the housing implications for having a station at Cambourne (50,000+ to pay for it), first mile-last mile principle on how people in the area will access the station.

Glad that consultation with communities have resumed and encourage participation when asked to.

Zero Carbon Grant

Reminding you that grants are available from £1,000 to £15,000, and the scheme is opened from 1st July to 30th September 2020. For more information and to apply online go to <http://www.scambs.gov.uk/zerocarbongrant>

Local Issues**Land West of Grafton Drive, Caldecote**

Planning permission was granted for Balfour Beatty Homes build 58 houses on Land West of Grafton Drive. They decided to move on site prior to discharging any pre-commencement

conditions, and Enforcement had to get involved. They have now submitted two applications to discharge pre-commencement conditions and vary one condition.

Bourn Airfield (S/3440/18/OL) – Bourn and Caldecote

The revised plans for the proposed new village is now out for new consultation starting 9th September and ending 30th September. Some of the new information submitted include traffic survey reports, response to County Council's comments, ecology, land use and parameter plan for the green infrastructure.

Please respond to the consultation.

Community Liaison Forum - Caldecote

We had hoped the first Caldecote Community Forum would take place this month, but that has now been postponed to early October

Meeting with Anthony Browne MP

This took place on Wednesday 19th August, and I am pleased that ward parish councils took up my invitation and representatives were able to attend.

We discussed a range of topic including superfast broadband provision, aligning infrastructure provision with building development, speeding, rural crime vis-à-vis response of the Police, hare-coursing, help to businesses that fell through the cracks of government support, the proposed changes to planning, East West rail and the requirement for more housing being in conflict with his assertion of reducing development, his response to the Black Lives Matter issue, support for the arts and Wysing Arts especially, contact with parish councils.

He indicated that he holds quarterly meetings with Parishes, but as far as I know, none in our ward have received any invitation, so I will be chasing up to make sure we get invitation for the next one, as well as on the local issues we raised which he promised to talk to ministers about.

Casework

Irrespective of the current Covid19 lockdown, please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services. I will help as best I can.

Tumi

Tumi Hawkins
3 September 2020

| | |
|-------------------------|---|
| Email me @: | tumi@tumihawkins.org.uk |
| Read my blog at: | http://www.TumiHawkins.org.uk |
| Twitter: | @CouncillorTumi |
| Facebook | @itsCouncillorTumi |
| LinkedIn | TumiHawkins |
| Call me on: | 01954 210840 |

Appendix D

Financial report 03 Sep 2020

N.B. All figures exclude VAT

| Item | Budget 2020/21 £ | Expenditure YTD £ | Budget minus expenditure YTD £ | |
|----------------------------|------------------------|----------------------|--------------------------------------|--|
| Grass and Hedge cutting | 2167 | 1633 | 534 | |
| Insurance | 375 | 373 | 2 | |
| Clerk's salary | 1278 | 554 | 724 | |
| Grants (section 137) | 981 | 0 | 981 | |
| Village Hall upgrade | 1288 | 644 | 644 | |
| Audit fees | 100 | 53 | 47 | |
| Village asset maintenance | 900 | 124 | 776 | |
| Subscriptions | 368 | 0 | 368 | |
| Parish Magazine | 760 | 0 | 760 | |
| Footpath lighting | 300 | 120 | 180 | |
| Miscellaneous and expenses | 1500 | 379 | 1121 | |
| Income other than precept | -150 | -74 | -76 | |
| Total | 9866 | 3807 | | |

| | | |
|---------------------------------------|----------------------|-------|
| Bank balances | Current account: | 2912 |
| | Deposit account: | 14011 |
| S106 money (included in above) | 'Open space' | 0 |
| | 'Community facility' | 945 |