

Kingston Parish Council (KPC)
Minutes of Meeting held at 8.00pm on 4 May 2021

James Clear, Chair (JCI)
Julie Conder (JCo)
Miki Ellar (ME)
Katherine Reid (KR)
Sue Dalglish (SD)
Mimi Wheeler, Clerk (MW)

Members of the public: Peter Stokes (PS), Rachel Hooper, Paul Wright (PW)

1. Apologies

1.1. Tumi Hawkins

2. Election of Chair

- 2.1. Chair: James Clear was proposed by Julie Conder and being willing to stand for one more year, was unanimously elected.
- 2.2. All other councillors agreed to continue in their positions. James Clear, Julie Conder and Katherine Reid agreed to continue in their posts of Open Spaces lead, Finance lead and Footpaths lead respectively.

3. Minutes of last meeting

3.1. Minutes of Parish Council Meeting 9th March Accepted

4. Matters Arising

4.1. 4.2 East West Rail – The northern route to Cambridge North Station is very unlikely, most probably due to cost of crossing the A14 / Girton Interchange and the property damage that will be incurred, however KPC would still like to push for a full evaluation.

KPC will contact residents to request any questions they may have for a representative to put forward in the 'Live Chat' session (SD/PW). These questions will be compiled and reviewed (JCI/SD/JCo).

A further update will be put to the Residents and a flyer sent out to encourage as many people as possible to respond to the consultation, in light of the statement that if little opposition is forthcoming it will be taken as an endorsement of the routing. (SD in conjunction with PW)

There will not be a display of documentation in the Village Hall due to COVID restrictions and few requested viewings. OS Maps not for wider distribution or publication, with the routes highlighted will be delivered to the two households/ individuals who require it (PW)

4.2. 4.3 Change of charitable status of Kingston Village Hall Committee (VHMC) – A title deed for the Village Hall is required from Land Registry prior to a transfer being able to take place. VHMC have instructed a solicitor to do so.

ACRE and VHMC will be meeting in June. SD/JCo invited as representatives from KPC

Paul Wright left the meeting

4.3. 4.1 Emergency Plan to be updated with latest details (SD/MW)

4.4. 4.4 Kingston phone box - no update. (MW to follow up)

- 4.5. 4.5 Dog Waste. It has been noted there has been an improvement following the signs and notice in the Parish Magazine. There will be no further action at this time.
- 4.6. 4.6 Map of public footpaths and bridlepaths within the Parish being displayed – It was concluded that largely people have smart phones with maps should they be unaware of the footpaths and wish to find them. Email to confirm to the resident this matter is concluded (MW). No further action to be taken.
- 4.7. 4.7 Update from CAPALC regarding virtual council meeting – High Court Judgement ruled virtual meetings are no longer lawful. All future meetings will return to the Village Hall. No further action to be taken.

5. Correspondence

- 5.1. Email from Martin Jackson regarding request for change of use at Kingston Barns to full residential – KPC can make no comment to support or oppose without knowing further details of the residential proposal.
- 5.2. Email from KR regarding Orchard Tea Party 10th July – This is a KPC event, KR has kindly agreed to organise the event requesting donations of scones with KPC covering teas and cream. VHMC to be asked to run a Bar with monies raised going to Village Hall. Assistance offered for setting up. All in agreement to support the event.

6. County Councillor's report

- 6.1. No report

7. District Councillor's report

- 7.1. Updates on previous report:

The legal challenge to the government not letting us continue to meet online has failed. That means that online meetings end on 7th May. After that, it must be in person meetings.

The EWR consultation has started and will end on 9th June 2021. Cllr Hawkins recommend that the PC responds officially. She has had 1-2-1 meetings with EWR officials to ascertain the effect of their proposal on Highfields, Bourn and Kingston villages in the Ward. Work so far by Caldecote shows that EWR have not considered all the issues for the routes coming through the Ward. It might be worth finding out if it was appropriate to join forces.

8. Open Spaces report

- 8.1. Work party will be formed to tidy up The Orchard 26th June (MW to place a notice in the Parish Magazine).
 - 8.1.1. A further work party will be formed later in the year to deal with trees in The Orchard that are covered with ivy and some that need proper pruning.
- 8.2. Successful litter pick Saturday 24th April. Thank you to PS who organised a team of 20 people to clean up the village as well as covering the B1046 from Porter's Way to the Bourn Brook (parish limits).
- 8.3. Annual inspection of Cranes Lane play equipment completed some remediation required. PS/MW to review the report and create action plan based on risks.

9. Clerk's report

- 9.1. Bi-monthly report – previously circulated, see Appendix A.
- 9.2. Invoices for payment:
 - 9.2.1. Opus Energy footway lighting energy Mar 2021 £30.84 - Agreed for payment.
 - 9.2.2. CALPAC Subscription renewal £184.92 (already paid) - Agreed for payment.

- 9.2.3. Buchan's Landscapes for grasscutting in March 2021 £494.78 - Agreed for payment.
 - 9.2.4. SCDC, rent of allotments £30.00 - Agreed for payment.
 - 9.2.5. BHIB, insurance premium £377.29 - Agreed for payment.
 - 9.2.6. ICO, annual certification £35 (already paid) - Agreed for payment.
 - 9.2.7. PS Clerk's salary for Apr 2021 £108.58 - Agreed for payment.
 - 9.2.8. PS HMRC PAYE for Apr 2021 £27.00 - Agreed for payment.
 - 9.2.9. MW Clerk's salary for Mar (from 08-03-21) & Apr 2021 £240.55 - Agreed for payment.
 - 9.2.10. PS Clerk's expenses £107.56 - Agreed for payment.
 - 9.2.11. Playsafety equipment inspection annual invoice £99.00 - Agreed for payment.
- 9.3. 2020/21 Audit
- 9.3.1. Approval of 2020/21 governance statements – Reviewed.
 - 9.3.2. Approval of 2020/21 accounts – Reviewed, to be confirmed after Audit complete.
 - 9.3.3. Agreement for KPC to self-certify as exempt from a limited assurance review – Certificate for Exemption approved.
- 9.4. It was agreed that Peter Stokes, the former Parish Clerk, would continue on the KPC payroll for a further month as Assistant to the Parish Clerk, by which time it is anticipated the changeover will be substantially complete.

10. Planning

- 10.1. 21/00978/S73 to permit an increase of height of the engine shed at 1 Kingston Wood Farm Cottages: agreed to support this application.
- 10.2. 21/01412/HFUL Erection of new timber frame garden cabin, residents yet to receive their letter from GCSP.

11. Items for next meeting

- 11.1. The quarterly banking reconciliation now to be bi-monthly to coincide with KPC meetings.
- 11.2. Joan Reynolds is stepping down as a Trustee for Kingston Poor's Land Charity, a new Trustee must be appointed.
- 11.3. Blocked drain located outside Tony Smart's property to be reported to Cambridgeshire County Council. (MW)

12. Date of next meeting:

- 12.1. Annual Parish meeting: 8th July
- 12.2. Parish Council meeting: 13th July

Meeting ended at 21:38

Signed.....

Date.....

Appendix A

Financial report		04/05/2021			
N.B. All figures exclude VAT					
Item	Budget 2021/22 £	Expenditure YTD £	Budget minus expenditure YTD £		
Grass and Hedge cutting	2193	0	2193		
Insurance	377	0	377		
Clerk's salary	1642	0	1642		
Grants (section 137)	676	0	676		
Village Hall upgrade	2233	644	1589		
Audit fees	70	0	70		
Village asset maintenance	605	0	605		
Subscriptions	323	0	323		
Parish Magazine	564	0	564		
Footpath lighting	150	31	119		
Miscellaneous and expenses	1000	35	965		
Income other than precept	-150		-150		
Total	9683	710			
Bank balances	Current account:	3803			
	Deposit account:	18012			
S106 money (included in above)	'Open space'	0			
	'Community facility'	945			