

Kingston Parish Council
(www.kingston-pc.org.uk)

Dear Councillor,

You are summoned to attend the next meeting of the Parish Council to be held on
Wednesday 14 July 2021

7.00pm at Kingston Parish Hall, The Street, Kingston.

Due to ongoing Covid restrictions, numbers allowed to be present are limited. Residents are encouraged to submit any views and / or questions on relevant matters on the following agenda in writing.

9 July 2021

Clerk to Kingston Parish Council

e. clerk@kingston-pc.org.uk

1. 20 mins >7.20pm	PUBLIC QUESTIONS: 20 minutes, not exceeding, are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.
AGENDA	
2. 1 min	MEETING ATTENDANCE: a) Present b) Acceptance of Apologies for Absence c) Absent
3. 2 mins	DECLARATION OF INTERESTS: To receive any declaration by members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial.
4. 5 mins	MINUTES OF PREVIOUS MEETING: To approve and sign the minutes of the Annual Meeting of Kingston Parish Council held on 5 May 2021.
5. 2 mins >7.30pm	MATTER ARISING FROM THE PREVIOUS MEETING NOT COVERED IN THIS AGENDA: To receive matters arising from the previous meeting which are not covered in this agenda or clerk's report.
6. 5 mins <7.35pm	COVID 19: Kingston Parish Council continues to follow the Government guidelines. As lockdown lifts the council will be making appropriate arrangements. In the meantime:

	<p>The community pavilion remains closed while the pavilion committee continues its work to prepare the building for re-opening as and when it can.</p> <p>Access to the tennis courts is facilitated by Kingston Tennis Club in accordance with the Government and Lawn Tennis Club guidelines. Details may be obtained from Kingston Tennis Club.</p> <p>The children's play area remains open following Government guidelines and a Covid risk assessment carried out by Lewes District Council (who are contracted to carry out risk assessments for KPC on a monthly and annual basis)</p> <p>The Village Green and St Pancras Green continue to be available for residents to enjoy out-door exercise The council asks that people please follow the latest staying safe guidance and social distancing rules.</p>
<p>7.</p> <p>15 mins <7.50pm</p>	<p>REPORTS FROM OTHER BODIES:</p> <p>Written reports to be taken as read. Council can raise questions.</p> <ul style="list-style-type: none"> i. District Councillor William Meyer ii. County Councillor Sarah Osborne iii. Kingston Action Group <ul style="list-style-type: none"> ➤ Parish in Bloom Entry Appendix 1 ➤ Community Energy Project update Appendix 2 iv. Pavilion Committee report Appendix 3 <ul style="list-style-type: none"> ➤ Boiler replacement update Appendix 4 and 4a ➤ Request for review of ongoing costs of maintenance and other items <p>Resolve: To note the reports and authorise any agreed actions.</p>
<p>8.</p> <p>10 mins >8pm</p>	<p>FINANCIAL REPORTS:</p> <ul style="list-style-type: none"> a) To receive the Financial Report All Accounts for quarter April to June 2021 Appendix 5 b) To receive the Reserve Accounts Report year to June 2021 Appendix 6 c) To receive the Bank Reconciliation at June 2021 Appendix 7 d) To receive the Budget v Actual Report at June 2021 Appendix 8 e) Utilities: <ul style="list-style-type: none"> ➤ BT- continues to bill the council, and attempts continue to resolve this. f) KPC Small Grants Scheme – Members to consider the following applications: <ul style="list-style-type: none"> i. Kingston Action Group Appendix 9 ii. Village Fete Appendix 10 iii. Kingston Pre-School Appendix 11 and 11a g) To note that the KPC annual insurance renewal is due and approve the payment of this year's premium of £2,675.95 (which includes IPT £281.35 and admin fee £50). This is an increase on the previous year and will be subject to a £1,500 Escape of Water Excess. These increases are due to the pavilion flood and damage settlements. h) To note that the annual return AGAR has been submitted to external auditors i) To review the council's membership and annual subscription of LDALC (2021/22 £20). <p>Resolve:</p> <ul style="list-style-type: none"> a) To approve the Financial Report Quarter 1 April to June 2021 b) To approve the Reserve Accounts Report year to 30 June 2021 c) To approve the Bank Reconciliation year to 30 June 2021 d) To approve the Budget against Actual report year to 30 June 2021 e) To note the utilities update.

	<p>f) To consider for approval the application for funds from the KPC small grants scheme.</p> <p>g) To approve the renewal and premium payment of the parish public and employers liability insurance for 2021 2022.</p> <p>h) To acknowledge that the annual accounts return to external auditors has been made within the deadline and Exercise of Public Rights notice published on 14 June.</p> <p>j) To agree ongoing membership and subscription fee to LDALC</p>
<p>9.</p> <p>10 mins >8.10pm</p>	<p>COMMUNICATIONS:</p> <p>To receive and consider a proposal to develop KPC's social media presence by introducing additional methods of communication Appendix 12</p> <p>Resolve: To consider the proposal and agree further actions.</p>
<p>10.</p> <p>5mins >8.15pm</p>	<p>SAXONDOWN EASEMENT RESERVE FUNDS:</p> <p>The council thanks everyone for all the suggestions for possible projects using some or all of the £170,000 windfall the Council has received for the Saxondown easement.</p> <p>The ideas are currently being looked at in detail by council members, who are busy assessing their viability before drawing up a shortlist for public consultation. Details are not sufficiently finalised for discussion at this meeting.</p> <p>Resolve: To note the update.</p>
<p>11.</p> <p>10 mins >8.25pm</p>	<p>TOWN AND COUNTRY PLANNING:</p> <p>a) To receive a planning update report on ongoing planning applications Appendix 13 b) To receive an update on the progress of the Kingston Conservation Appraisal c) To receive an update on the use of available CIL funds Appendix 14</p> <p>Resolve: To note the updates and authorise any further action.</p>
<p>12.</p> <p>20 mins >8.45pm</p>	<p>TRAFFIC AND HIGHWAYS – ISSUES RELATING TO KINGSTON:</p> <p>a) Speed Sensor Project – To receive a progress update. b) Traffic & Safety: i. Traffic Calming Phase Two – to receive an update ii. Signage at the Juggs Road/ Kingston Ridge junction – To receive a progress update following agreement of where the signs will be placed. iii. Signage at the junction of The Street and Ashcombe Lane</p> <p>Resolve: a) to b) To review the updates and agree any further actions.</p>
<p>13.</p> <p>5 mins >8.50pm</p>	<p>FOOTPATHS & RIGHTS OF WAY, TREES & HEDGEROWS, VILLAGE GREENS:</p> <p>To receive any updates</p> <p>Resolve: To note updates and agree any further actions</p>
<p>14.</p> <p>10 mins >9pm</p>	<p>ENVIRONMENTAL ACTION PLAN:</p> <p>To receive an update on section 5 of the plan which is the work with the action group: i. explore how to implement green corridors through the village ii. action plan for the development of footpaths and cycleways</p>

	<p>Resolve: To note the updates and agree any further actions.</p>
<p>15. 5 mins >9.05pm</p>	<p>CLERK'S REPORTS:</p> <p>To receive any updates that are not already reported on the agenda:</p> <ol style="list-style-type: none"> i. Tennis Courts – repairs have been completed to the lower court fencing. ii. Kingston Play Area – Lewes District Council Annual Report Appendix 15. Council to note required/recommended maintenance as noted in the report, and the levels of risk, and consider the next steps in implementing a plan to commission remedial works. <p>Resolve: To agree and authorise any required actions.</p>
<p>16. 10 mins >9.15pm</p>	<p>REPORT BACK FROM MEETINGS ATTENDED BY COUNCILLORS ON BEHALF OF KPC:</p> <ul style="list-style-type: none"> • Pavilion Committee FH • Parish Hall Committee CM • Action Group JB & AL • LDALC FH • SDNPA Enforcement meeting CM & FH • SDNPA Parish meeting CM & FH <p>Resolve: To receive reports from councillors following meeting attendance and agree any further actions.</p>
<p>17. 5 mins >9.20pm</p>	<p>DATE OF NEXT MEETING:</p> <p>To note that the next meeting of the council will be 8 September 2021.</p>
<p>9.30pm</p>	<p>CLOSE OF MEETING</p>