

Kingston Parish Council

(www.kingston-pc.org.uk)

Minutes of the Kingston Parish Council Meeting Wednesday 14 July 2021 at Kingston Village Hall

ItemNo:		Action By:
1.	<p>PUBLIC ATTENDANCE AND QUESTIONS:</p> <p>The chair welcomed council members and district councillor William Meyer (WM) to the meeting.</p> <p>There were no questions or comments in this session of the meeting.</p>	
	<p>AGENDA</p>	
2.	<p>MEETING ATTENDANCE</p> <p>Present: Councillors: Fiona Harrison (FH), Chris Moulder (CM), Maria Barney (MB), John Bewick (JB), Joe Halanen (JH) and Alex Leith (AL)</p> <p>Acceptance of Apologies for Absence: There were apologies from Sarah Osborne</p> <p>Absent: None</p>	
3.	<p>DECLARATION OF INTERESTS:</p> <p>MB declared an interest in item 8 (small grants application from the fete committee) and item 11 (planning relating to West Laine). AL declared an interest in item 11(planning relating to Halfpenny – previously known as Farthings)</p>	
4.	<p>MINUTES OF PREVIOUS MEETINGS:</p> <p>The minutes of the last Kingston Parish Council Meeting held on 5 May 2021 were approved and were signed by the chair.</p>	
5.	<p>MATTERS ARISING FROM THE PREVIOUS MEETING NOT COVERED IN THIS AGENDA:</p> <p>There were no matters arising.</p>	
6.	<p>COVID-19:</p> <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 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 outdoor exercise. The council asks that people please follow the latest staying</p>	<p>clerk</p>

	safe guidance and social distancing rules.	
7.	<p>REPORTS FROM OTHER BODIES:</p> <ul style="list-style-type: none"> ➤ District Councillor William Meyer (WM): <ul style="list-style-type: none"> • Cabinet and Council meetings are being held as blended meetings – online and open to the public. • William has the Housing portfolio and great efforts are being made to create more social housing. 150 new houses have been built or are in the pipeline, and there is encouragement from the Government to build more social housing. 4 – 5 houses are lost annually due to the “right to buy” scheme. 12 new flats are being built in the Lewes District council owned building on Kingston Road (near to The Swan). • The alliance of Liberal, Labour, Green and Independent has worked well this year. This coming year will see a Green Leader. • William has a good relationship with the SDNPA members and officials, feeling that they are accessible when needed. • The Seven Sisters Country Park has been purchased by the SDNPA from ESCC, and £2,000,000 investment is planned. There will be wild meadows since SDNPA will not be grazing the land intensively. • The relationships with Planning are improving. Temporary Events Notices were discussed – unless the licensing authority and / or police object to the event there is no way that the local parishes or residents would know what is planned. ➤ The chair thanked WM for his update. ➤ County Councillor Sarah Osborne – no report was submitted. ➤ Kingston Action Group (AG) – The Parishes in Bloom entry (appendix 1) and the report from the Community Energy Project (appendix 2) were noted. There were no questions. ➤ Pavilion Committee – Appendix 3 was taken as read. Funding for the bi-fold doors have been agreed providing that it can be confirmed that they meet building regulations. ➤ There was considerable discussion about the replacement of the heating equipment in the Pavilion. It had already been decided not to continue with the repairs to the gas boiler. Quotes had been obtained to either replace the gas boiler or to replace with an air source heat pump. We had the benefit of a useful report from the Brighton and Hove Energy Services Cooperative (BHESCO) which gave a quote for providing and installing the air source heat pump, as well as a projection of costs for the next 15 years. Although the pump is more expensive (£14,700) in comparison to £5095 + £1019 VAT, the running costs over the next 15 years are projected at £9,634 for electricity and £14,241 for gas. This equates in total to £5,000 extra over 15 years – around £330 per year. Given that the Pavilion was built to be ecologically sustainable, the council decided that replacing the gas boiler with an air source heat pump was preferable. CM will contact BHESCO to give the go ahead, confirm that we will pay upfront (rather than over 15 years) using Public Work Loan Board funds, asking for a local installer and stating a preference for the heat pump to be situated at the north end of the building. ➤ The Pavilion Committee was asked to give KPC a review of ongoing costs, given that they have been rising over the past few years. We would also like to know who would normally use the Pavilion and how paid usage could be 	<p style="text-align: center;">CM</p> <p style="text-align: center;">FH</p>

	<p>encouraged. The Pavilion Committee was also asked to include in its bi-monthly report details of usage.</p> <p>It was resolved: To note the available updates and authorise any further actions.</p>	
<p>8.</p>	<p>FINANCIAL REPORTS:</p> <p><u>1.Reports for the new financial year 2021-2022:</u></p> <p>The following reports were taken as read and there were no questions:</p> <p>a)Financial Report all accounts Quarter one April to June 2021 Appendix 5 b)Reserve Accounts Report year to June 2021 Appendix 6 c)Bank Reconciliation to end of June 2021 Appendix 7 d)Budget v Actual Report year to end of June 2021 Appendix 8 e) Utilities – BT continues to bill the council and attempts continue to resolve this f)Councillors considered the following applications for the Small Grants Scheme:</p> <ul style="list-style-type: none"> • Kingston Action Group Appendix 9 • Village Fete Appendix 10 • Kingston Pre-school Appendices 11 and 11a <p>g) Councillors noted that the KPC annual insurance renewal is due and to approve 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.</p> <p>h) To note that the annual return AGAR has been submitted to the external auditors. To review the council's membership and annual subscription of LDALC (£20)</p> <p>It was resolved:</p> <p>a)To approve the Financial Report at June 2021 b)To approve the Reserve Accounts Report at June 2021 c) To approve the Bank Reconciliation at June 2021. d) To approve the Budget against Actual report at June 2021 e) To note the utilities update f) To approve the payment of £250 to each of the applicants from the Small Grants Scheme g) To approve the insurance premium for the year 2021-2022 and authorise the clerk to arrange for its payment. 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 2021. i) To agree ongoing membership and subscription fee to LDALC.</p>	<p>Clerk</p>
<p>9.</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. AL lead the discussion and it was decided to agree that a Facebook page, which could measure traffic and signpost readers to the KPC website would be suitable. AL is attending a Communications course and will feedback if this method of communication is considered suitable. AL would set it up.</p>	<p>AL</p>

10.	<p>Saxondown Easement Reserve Funds</p> <p>The Council thanked everyone for all the suggestions for possible projects using some or all of the £170,000 windfall that the Council has received for the Saxondown easement.</p> <p>The ideas are currently been looked at in detail by council members who are busy assessing their viability before drawing up a list for public consultation. Details were not sufficiently finalized for discussion at the meeting.</p>	clerk
11.	<p>TOWN AND COUNTRY PLANNING:</p> <p>a)The planning report Appendix 13 was taken as read. The following applications were discussed: Astley – another application has been submitted changing the external material from brick to timber, and other minor adjustments. KPC has submitted no comment. Lewes Garden Centre – application in progress. Comments submitted. Farthings (now known as Halfpenny) – referred to enforcement due to destruction of foliage and planting of non-native shrubs. MB will follow this up. 4 Kent Fields – application in progress. KPC has made no comment. Castle Mead – two applications for extension of existing garage and widening of the existing opening. KPC has made no comment. West Laine – erection of a five bedroomed dwelling. KPC has objected to this application.</p> <p>b)Conservation Area Character Appraisal – the draft Appraisal has now been published. A paper copy is held at the Juggs, and the Appraisal can be seen on the KPC website and on the SDNPA websites. Letters have been sent to all households in the conservation area of the village. The consultation will run to 23 August 2021.</p> <p>c)An update on the use of available CIL funds was received. Appendix 14.</p> <p>d)Residents have commented on an apparent breach of planning permissions at Kingsbrook Farm. LDC's enforcement officer has given advice to the landowner.</p> <p>It was resolved: a)To note the planning updates. b)To note the deadline for the consultation. c)To consider the use of CIL monies (which have 5 years to be used) after the Saxondown projects have been agreed. d)To note action taken by the enforcement officer</p>	MB

12.	<p>TRAFFIC AND HIGHWAYS – ISSUES RELATED TO KINGSTON:</p> <p>a)Speed sensors – the batteries are on a boat which docks on 14 July. Training should be able to be done on site and face to face.</p> <p>b)Traffic and Safety:</p> <p>i) Update on traffic calming phase two – CM has written to Chris Paterson (SDNPA) asking for an update on the Communities in the South Downs project, and for advice on applying for CIL funding. MB and JB will liaise with Will for an update to the summary.</p> <p>ii)Signage at the Juggs Road / Kingston Ridge junction – the signs have been made and will be installed in 4-6 weeks.</p> <p>iii)The signage at the junction of The Street and Ashcombe Lane was discussed. The “no through road” signage is often obscured by foliage or parked cars. MB agreed to pursue with ESCC and the CIL funds will be used to put signs on the existing posts on each side of The Street.</p> <p>It was resolved:</p> <p>a)To report back to the next meeting on progress with the speed sensors</p> <p>b) To report back to the next meeting on progress with traffic calming</p> <p>c) To report back to the next meeting about The Street signage</p>	MB
13.	<p>FOOTPATHS & RIGHTS OF WAY, TREES & HEDGEROWS, VILLAGE GREENS:</p> <p>Nothing to report.</p>	
14.	<p>ENVIRONMENTAL ACTION PLAN</p> <p>CM has met with members of the Action Group. A paper has been drafted reviewing footpaths and cycleways in the Parish, and looking where improvements can be made. It builds on the submission that was made to the ESCC consultation on Walking and Cycling last autumn.</p> <p>Tim Ambrose has drafted a paper outlining the policy background re naturing policy. The CARES project officer (Tracy Younghouse) is interested in Kingston, and she is looking at providing a map for project proposals and possibly have funding for an audit.</p> <p>It is hoped to provide a paper to the September meeting which will include exploring</p>	

	Kingston as a case study to develop a methodology for assessing and improving biodiversity that can be used by others.	
15.	<p>CLERK'S REPORT</p> <p>i)Tennis courts – repairs have been completed to the lower court fencing. RW Green is quoting for the overhanging trees. The Tennis Club will be asked if any of their members can deal with the encroaching foliage on the lower court.</p> <p>ii)Kingston Play Area – LDC annual report Appendix 15. Council noted required / recommended maintenance and the levels of risk, and to consider next actions.</p> <p>iii)The Bumpy Lane has not been restored to its original state after the house development on Ashcombe Lane.</p> <p>Resolve:</p> <p>i)FH will contact Tennis Club about foliage ii)FH will list red and amber actions for the Play Area iii)FH will look at the possibility of contacting enforcement and the Rights of Way team.</p>	FH
16.	<p>REPORT BACK FROM MEETINGS ATTENDED BY COUNCILLORS ON BEHALF OF KPC:</p> <ul style="list-style-type: none"> • Community Pavilion Committee – as already noted in the report. • Parish Hall Committee – There have been no meetings of the committee • Action Group – they discussed the Conservation Appraisal Plan, the Community Energy project, the wildlife garden and the traffic calming • LDALC – night skies around the railway station were discussed • SDNPA enforcement meeting – awaiting crib sheet from meeting. Question to be asked – is there material harm? • SDNPA parish meeting – particularly interesting about communication, posters (awaited) and renaturing. <p>It was resolved: To note the updates.</p>	
20.	<p>DATE OF NEXT MEETING:</p> <p>The date of the next meeting of the council will be Wednesday 8 September 2021 The chair thanked everyone</p>	clerk
	CLOSE OF MEETING 9.30pm	

Signed.....Chairman

Date.....

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