

# KINGSTON PARISH COUNCIL

[www.kingston-pc.org.uk](http://www.kingston-pc.org.uk)

Julie O'Donnell  
Clerk to Kingston Parish Council  
Kingston Community Pavilion  
St Pancras Green  
Church Lane  
Kingston  
BN7 3LN  
e-mail: [clerk@kingston-pc.org.uk](mailto:clerk@kingston-pc.org.uk)

14<sup>th</sup> July 2022

Minutes of the Kingston Parish Council meeting held on 13<sup>th</sup> July 2022 at 1900 hours in Kingston Community Pavilion.

Present: Cllr Barney, Cllr Moulder, Cllr Bewick, Cllr Clayton, Cllr Halanen, Cllr Hoare, Cllr Leith, Cllr William Meyer (LDC)

2 members of the public were present

## Minutes

1. Apologies and reasons for absence

None

2. The Chairman will invite Councillors to declare any interest they may have in the following agenda items.

Cllr Barney declared an interest in item 12 as Chair of the Village Fete committee.

Cllr Leith declared an interest in item 17.1 as he is a friend of the applicant.

3. Minutes of 14<sup>th</sup> June 2022 Parish Council Meeting to be agreed and signed as a true record.

The minutes of the 14<sup>th</sup> June were agreed and signed as a true record.

4. **Public Forum:** A period not exceeding 20 minutes is available for the public to express a view or ask a question on relevant matters on the following agenda.

The council introduced themselves to the members of public who had no questions.

5. Clerk and Councillor reports arising from the minutes 10<sup>th</sup> May 2022 not covered elsewhere in the agenda:

5.1. Biodiversity update – Cllr Moulder

An application was made previously under the SDNPA Call for Nature sites but nothing had been heard since the application was submitted. SDNPA have now agreed a meeting with KPC on the 4<sup>th</sup> August with Jeremy Burgess, Landscaped Biodiversity Lead for the Park and Jan Knowlson (SDNPA Ranger) who is supporting him on this project.

**Action:** Cllr Moulder will report back to council following the meeting.

Name

Signed

Date

6. Reports from other bodies: Written reports to be taken as read. The council can raise questions.

6.1. District Councillor William Meyer

Cllr Meyer advised that SDNPA have a large amount of CIL money for distribution and confirmed that the authority has agreed over £2m so far for various projects to parishes within the park area. He advised that if Kingston Parish Council has any ideas or projects these should be submitted to SDNPA for consideration. CIL could be used for Traffic and Rights of Way projects.

A new Chairman, Vanessa Rowlands, has been appointed for the park and will be in place for one year.

Since SDNPA has taken over the Seven Sisters Park from ESCC they have invested heavily in improvements, including re-naturing, re-wilding and land recovery. The business centre has also seen vast improvements too.

Lewes Bus Station redevelopment is ongoing as is the redevelopment of Lewes North Street Quarter, a new planning application is expected to be presented very soon and will be dealt with by SDNPA.

Charleston has expressed an interest in one of the LDC offices in Lewes.

Cllr Leith raised the issue of large vehicles using Ashcombe Hollow. This is an illegal use of the road and should be reported to the police. Cllr Meyer confirmed he would speak to Cllr Osborne at ESCC.

Any vehicles spotted on the roadway should be reported to Sussex Police via

[www.operationcrackdown.org](http://www.operationcrackdown.org)

6.2. County Councillor Sarah Osborne

Not present

6.3. Kingston Action Group

The council noted the contents of the report.

Several issues were raised within the report which the council considered as follows.

**Dog Bins**

KAG requested the purchase of two new dog bins.

**Action:** The council would like further evidence and confirmation that there is a problem and a need for more dog bins. The council are not keen to add further urbanization to the village street scene unless there is a real need for further bins.

Clerk to liaise with KAG and the litter pickers to understand the concerns and report back to the next meeting.

**Bumpy Lane**

KAG would like permission to plant some native hedgerow species in between the Laurels outside the new house on the fronting of Ashcombe Lane.

Cllr Barney advised she had been in contact with the owners who have no issue with new planting. As this is parish owned land the responsibility of the maintenance of the hedgerow would be the parish council.

**Resolved:** Cllr Barney will contact the owner of the house and KAG to confirm agreement to replant the hedgerow.

**Fox Twitten**

It has been reported that a householder in Monckton Way is using part of Fox Twitten at the end of their garden to grow vegetables.

**Resolved:** Clerk to write to the householder to remind them that the land is parish owned and is a Right of Way. Whilst the parish council does not currently object to the use of the land if the growing results in an obstruction or an encroachment on the Right of Way the parish council would ask that the planting is removed.

Clerk to draft a letter and send to Cllr Barney for approval.

Name

Signed

Date

### **Blue Plaques**

KAG asked that the parish council reconsider a previous request to add Blue Plaques to houses of interest in the village.

**Resolved:** The parish council unanimously agreed not to reconsider this request. They felt that the cost attached to the scheme is not a good use of public money. If the appropriate homeowners wish to add Blue Plaques to their houses, they can arrange this themselves.

#### **6.4. Pavilion Committee report**

No report submitted

Cllr Moulder did speak regarding the Parish Hall and advised that the committee had agreed to increase charges quite significantly. This will need to be discussed with the pavilion committee as fees for the hall and pavilion should be in line with each other.

**Action:** Cllr Barney agreed to speak at the next Pavilion Committee meeting. The clerk is unable to attend the next meeting but would like to attend one soon.

#### **7. Correspondence:**

Received from South Downs National Park Authority.

This year, on 15<sup>th</sup> July, the South Downs Way National Trail will celebrate its 50<sup>th</sup> Anniversary, having been established in 1972 as Britain's first long distance bridleway. To mark this anniversary, the South Downs National Park Authority have commissioned a commemorative waymarker that they hope to install on a fingerpost in each of the parishes that the South Downs Way crosses through. South Downs Way Lead Andy Gattiker plans to install the markers with his team over the summer and we wanted make the parishes involved aware.

These waymarkers are being produced on etched zinc and will feature the National Trail acorn icon.

#### **Email correspondence received after the publication of the agenda.**

##### **Saxondown Easement**

The clerk has received confirmation from the parish council solicitor that the easement deed has now been finalised and the condition has been removed. The clerk requires the papers to be signed which can then be sent to the solicitor to finish the process.

##### **Permission to excavate - Openreach**

Openreach has requested permission to excavate Church Lane at the junction of The Avenue. This is to enable fibre cables to be installed. The parish council solicitor has confirmed that the council can agree this. The relevant paperwork is to be signed and sent on to BT Openreach.

##### **Castelmer Fruit Farm**

Greenplan Designer Homes has contacted the clerk and would like to discuss the contents of the ESCC Highways feasibility report with the council. With regards to the development of the site he has received further pre-application advice from SDNPA. He would like to meet with members of the council and discuss the new proposed development.

Cllr Bewick advised the feasibility report is still in draft form and not ready for publication. The council agreed that the developer should present the plans at an open forum. The clerk to invite Greenplan Designer Homes to a parish council meeting.

#### **8. IT Requirements: To consider the clerk recommendations as detailed in the report for a new IT support provider (Appendix 1)**

**Resolved:** The clerk explained her report and answered any questions raised. Due to the ongoing IT problems the parish council unanimously agreed to award Uniserve Ltd the contract for monthly IT support and the migration of the email systems to Microsoft 365.

Name

Signed

Date

9. To agree to release funds of £3500 to Ilford and Kingston PTFA as discussed at the March 2022 parish council meeting. (Appendix 2)  
**Resolved:** The parish council unanimously agreed to release funds of £3500 to Ilford and Kingston PTFA. The clerk explained that this would need to be recorded as a Section 137 grant for audit purposes.
10. Neighbourhood Plan: To consider any feedback from residents regarding the Neighbourhood Plan  
**Resolved:** The clerk confirmed there had been no feedback from the Parish regarding a Neighbourhood plan.
11. Rights of Way: Update from Cllr Moulder (Appendix 3)  
**Resolved:** The council noted the details of the update. The clerk suggested contacting The Monday Group ([The Monday Group - Voluntary rights of way workers in Sussex](#)) for advice and potential help with improvements to the Rights of Way around Kingston.
12. To consider the request from Open Spaces for Kingston Village Fete on 27<sup>th</sup> August 2022  
**Resolved:** The parish council agreed to the request.
13. To agree retrospective permission for the event held on St Pancras Green on the 8<sup>th</sup> July  
**Resolved:** The parish council agreed retrospective permission.
14. To consider the request from Mr Phil Hulford to use The Village Green for private natural movement sessions. These sessions would be open to adult and young adults and held twice a week for 45 minutes at a time. Mr Hulford has confirmed he holds public liability insurance for these sessions and the certificate has been viewed by the Chairman and Clerk.  
**Resolved:** The parish council agreed to grant permission to Mr Hulford to use the village green, however, should the sessions impinge on other park users or if any neighbouring properties complain he would be asked to use St Pancras Green instead.
15. Village green play area: To consider the play park inspection report received from LDC and agree any actions required. (Appendix 4)  
**Resolved:** The contents were noted and it was agreed that no action would be taken. Cllr Halanen advised that a representative from Wicksteed Playground Equipment was coming to assess and make recommendations to the parish council regarding new playground equipment. The appointment date to be confirmed for August.
16. Traffic and Highways: To receive an update from Cllr Bewick  
 Cllr Bewick advised that the data from the speed sensor is now available and has been downloaded but there is an issue with the software reading the data. The information is currently with the technical support team and should be resolved shortly.  
 ESCC Feasibility report is still in draft form and Cllr Bewick is still awaiting a date to meet with Highways representatives from ESCC.
17. Planning: To receive a planning update report on ongoing planning applications from Cllr Clayton and to note applications received.  
 17.1. Application: [SDNP/22/03005/HOUS](#) (link to the application)  
 Location: Benallen, Ashcombe Lane, Kingston East Sussex BN7 3JY  
 Description: Replacement of existing wooden dormer cladding with hanging tiles  
**Kingston Parish Council response:** The council agreed to not comment on this application.

Name

Signed

Date

## 18. Financial Matters

**Note:** The clerk is currently in the process of setting up the new accounts system as approved by full council at the meeting held on 14<sup>th</sup> June 2022. Once this is complete a full monthly reconciliation, summary of receipts and payments, budget vs spend will be presented to the council for approval in September.

18.1. To approve and authorise accounts payable for July 2022 (as detailed on the payment list).

**Resolved:** the parish council unanimously agreed to approve the accounts payable, totalling £5042.01

Meeting closed 9pm

- *The next parish council meeting is 14<sup>th</sup> September 2022 at 7.00pm Kingston Pavilion, St Pancras Green.*