

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

**Minutes of the Kingston Parish Council Meeting held on
Wednesday 12th January 2021 at Kingston Pavilion**

Item No:		Action By:
1.	<p>PUBLIC ATTENDANCE AND QUESTIONS:</p> <p>The chair welcomed council members and District Councillor William Meyer, to the meeting. Two members of the public attended.</p> <p>There were no questions from the members of public.</p>	
2.	<p>MEETING ATTENDANCE</p> <p>Present: Councillors: Maria Barney (MB), Fiona Harrison (FH), Chris Moulder (CM), John Bewick (JB), Joe Halanen (JH), Alex Leith (AL) and Lynn Mounfield (clerk).</p> <p>Acceptance of Apologies for Absence: None. Absent: None.</p>	
3.	<p>DECLARATION OF INTERESTS:</p> <p>There were no declarations of interest.</p>	
4.	<p>MINUTES OF PREVIOUS MEETINGS:</p> <p>The minutes of the last Kingston Parish Council Meeting held on 10th November 2020 were approved and will be 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>APPLICATION FROM MATHEW CLAYTON TO BE A COUNCILLOR:</p> <p>The meeting extended its welcome to Mathew Clayton who has applied for co-option to the council.</p> <p>Mathew was invited to give a brief introduction as to his experience, which includes working for the Guardian, Channel 4 and BBC Books and an interest in taking part in community.</p> <p>There were no questions from the standing members.</p> <p>It was resolved: The council voted to approve the appointment of MC to council by co-option.</p>	
7.	<p>REPORTS FROM OTHER BODIES:</p> <ul style="list-style-type: none"> • District Councillor William Meyer (WM) – reported that his main focus for Lewes District Council (LDC) is Housing. WM mentioned 	

	<p>that the 12 flats developed called Saxondown (different to the one in Kingston) was the first Social Housing in Lewes for a few years. He also stated that LDC were aiming to get 200 units developed in Newhaven and Plumpton over the next 4 years. When purchasing property for social housing the rent has to cover the cost of the land over a period of time. Therefore it is difficult for LDC to find land or properties where this can be achieved. James MacCleary(JM)is the councillor who has the lead for roads and it may be a good idea for MB to meet with JM.</p> <ul style="list-style-type: none"> • County Councillor Sarah Osborne – did not attend the meeting and a written report is not available. • Kingston Action Group- No report available. See verbal update item 17 • Pavilion Committee report – Appendix 1, was discussed and the kick plate across the door way in the Pavilion mentioned. AL will be requesting thermal imaging camera on loan on Facebook as well as WhatsApp, to check the underfloor heating in the Pavilion, so the kick plate could be fitted rather than replace the whole floor. • It was noted that it would be helpful to get the blue prints from the original architects if possible. They are Mackellar Schwerdt Architects of Lewes. • The cleaning of the Pavilion has been reduced from 4 hours to 3 hours a week; to keep costs as economical as possible. • It was noted that the booking charges for the Pavilion have been agreed and are in Appendix 1. • The clock on the Pavilion had its annual maintenance from Smith's of Derby even though no one had booked it. LM to contact Smith's of Derby to enquire if there is a contract in place for servicing of the Community Pavilion clock. If there is a contract in place, to then terminate it and if there is no contract to inform them in writing that further maintenance is not required. As it may be possible to purchase a local clock servicing supplier going forward if required, • Gas Supply- It was noted that it would cost £870 to stop gas supply to the Pavilion and approximately £70 per year to cap it. As the heat source pump is newly fitted and does not require gas supply to the Pavilion. It was agreed to cap the supply for one year and revisit whether to cut it off at the Jan 2023 KPC meeting. LM to read the gas meter and get the gas supply capped for one year. • The water cylinder is no longer being used and CM agreed to see if it can be sold on ebay. • Pavilion bi-fold doors-The quote is in Appendix 2. It was agreed to go ahead with this as it was the only quote that agreed to fit and supply and was still good value. LM to place order with Wealden Joinery. • FH to transfer money from Pavilion account to pay Wealden Joinery the deposit. 	<p>AL</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>CM</p> <p>Clerk</p> <p>FH</p>
<p>8.</p>	<p>FINANCIAL REPORTS:</p> <p>The following reports were taken as read and considered by the council:</p> <p>a) Financial Report October to December 2021 Appendix 3. There were no questions.</p>	

	<p>b) Bank Reconciliation to 31st December 2021 Appendix 4. It was noted that the dates were not correct and the Reserve Accounts Report needed to be added.</p> <p>c) Budget v Actual Report year to December 2021 Appendix 5.</p> <p>d) Draft Budget 2022/23 and notes, Appendix 6 and 6a. The clerk reported that the budget maintained the existing precept level, with no year-on-year increase.</p> <p>It was resolved:</p> <p>a) to c) To approve the financial reports and for the clerk to amend the dates Appendix 4 and add the Reserve Accounts Report, to be presented and agreed at the March KPC meeting.</p> <p>d) To approve the final draft budget and authorise the clerk to submit the council's precept request to Lewes District Council by the deadline of 15th January 2022.</p>	<p>Clerk</p> <p>Clerk</p>
9.	<p>SAXONDOWN EASEMENT RESERVE FUNDS:</p> <p>Appendix 7- was discussed and agreed.</p> <ul style="list-style-type: none"> • MB to email proposers of Saxondown suggestions that are agreed in principle to be funded. Request help from them in terms of financial information and management through steering committee or with any further input. • MB to email I & K PTFA to let them know about the Free Resource, request an amendment to the original submission to ensure it fits the criteria. • KPC agreed who would lead each steering group for Saxondown ideas. • JB to lead on Outdoor Gym, Table Tennis, Basket Ball and Boules. • Play equipment is for JH to lead on. • Website development is for AL, MC and CM to lead on. • CM agreed to lead on the Parish Hall. • Traffic calming was by far the most popular suggestion. KPC is already working closely with ESCC to explore our options. As such, it was agreed to set aside £60,000, 1/3 of the total money, to be earmarked for a future spend on traffic calming. This may help to secure match funding on any feasible future projects. <p>It was resolved: That the council will take forward the agreed projects laid out in Appendix 7, with the actions above taken forward.</p>	<p>MB</p> <p>MB</p> <p>JB JH AL, MC, CM CM</p>
10.	<p>TOWN AND COUNTRY PLANNING:</p> <ul style="list-style-type: none"> • Appendix 8 was taken as read. • It was noted that Audiburn had comments on SDNP website • It was noted Farthings had comments on SDNP website • Carrs Cottage had "no comment" on SDNP website. <p>It was resolved: To note the planning updates.</p>	
11.	<p>TRAFFIC AND HIGHWAYS – ISSUES RELATING TO KINGSTON:</p> <p>a) Speed Sensor –</p> <ul style="list-style-type: none"> • SWARCO came to repair the sensor and the data is now being collected and JB agreed to send the information to KPC. 	<p>JB</p>

	<ul style="list-style-type: none"> For LM to go back to Lewes District Council with regard to play ground inspections. It was agreed to keep the ones KPC already have with no requirement for any more. <p>It was resolved: To note the clerk's reports and authorise any agreed actions.</p>	Clerk
16.	<p>MEMORIAL BENCH:</p> <p>A specific request came through from a family whose father had lived in the village to put a memorial bench in the village. This was for the family to remember their father.</p> <ul style="list-style-type: none"> KPC gave a great deal of consideration to this request but declined it due to a couple of factors. There have been previous requests made for a memorial bench and KPC has had to decline them as they felt there could be too many to manage. Having memorial benches that will require maintenance and for someone to monitor their condition is not the remit of KPC, as it is run by volunteers who give many hours of their time to the community. KPC recognise that memorialising loved ones is an emotive topic for many people. It was also felt that due to the number of requests it may change the aesthetic of the village and KPC is exploring other ways for people who may wish to memorialise a loved one who lived in the village. It was agreed for LM to write to the family explaining the KPC's position on this. It was agreed that an overarching policy needs to be considered at the March meeting. <p>It was resolved: To authorise any agreed actions and consider a policy on memorial benches for KPC at the March Council meeting.</p>	Clerk
17.	<p>REPORT BACK FROM MEETINGS ATTENDED BY COUNCILLORS ON BEHALF OF KPC:</p> <ul style="list-style-type: none"> Pavilion Committee: The update report is already covered in item 7, Appendix 1. FH added that the key safe is now fitted and the insurance questions have been answered with regard to the key safe and public liability for people running groups. Bob Butchart is resigning as Secretary to the Pavilion Committee. Parish Hall Committee: It was noted that sadly Keith had passed away. CM is acting Chair of the Parish Hall Committee. There is a need for a new Chair and booking secretary. CM had a meeting with the Pre-school and it is working well. Action Group: There has been work continuing on the community garden. Tracy resigned from being the secretary. JB agreed to email LM the minutes of the meeting so they can be added to the website. <p>It was resolved: To note the updates and authorise any agreed actions.</p>	JB
18.	<p>DATE OF NEXT MEETING:</p> <p>The date of the next meeting of the council will be Wednesday 9th March 2022.</p>	
	CLOSE OF MEETING 9.35pm	

Signed.....Chairman

Date.....

DRAFT