

KINGSTON PARISH COUNCIL

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4th October 2022

Minutes of the Kingston Parish Council meeting held on 28th September 2022 at 1900 hours in Kingston Community Pavilion.

Present: Cllr Barney, Cllr Moulder, Cllr Halanen, Cllr Hoare, Cllr Leith, Julie O'Donnell (Clerk)

20 members of the public were present

Minutes

1. Apologies and reasons for absence

Apologies received and accepted from Cllr Clayton and Cllr Bewick

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

No interests were declared

3. Minutes of 13th July 2022 Parish Council Meeting to be agreed and signed as a true record.

The minutes of 13th July 2022 were agreed and signed as a true record.

4. Council vote – motion to conduct Agenda item 21 as a closed session and exclude the public from attendance as confidential employment matters to be discussed.

Resolved: The council agreed to conduct Agenda item 21 as a closed session and exclude the public from attendance.

5. Rob Burnham, Green Plan Designer Homes will give a brief pre-application presentation regarding the proposed development at Castelmer Fruit Farm.

Rob Burnham presented a brief overview of the plans to be submitted to SDNP for consideration.

Name

Signed

Date

Green Plan Designer Homes specialises in small bespoke developments. The company has been in discussion with SDNP/LDC for nearly two years to ensure the proposed development fits within the National Park guidelines.

The land at Castelmer Fruit Farm has been allocated for up to 12 houses by the SDNP.

The proposed development has been to the Design Review Panel 4 times since July 2021.

The final proposal comprises of 11 plots made up of -

4 Affordable homes – 2x1 bedroom and 2x2 bedroom

7 Market homes – 1x2 bedroom, 4x3 bedroom and 2x4 bedroom

Rob did advise that there is a very strong possibility this will be reduced to 10 homes (to include 4 affordable homes) when the final application is submitted.

He confirmed that all houses within the application will have access to a community orchard which will be the responsibility of the homeowners/occupiers.

Highway improvements are being considered but are limited due to SDNP policy, this includes a possible gateway feature, additional signage, possible road re-surfacing and traffic calming. He confirmed that physical traffic calming measures are not achievable.

Rob advised the houses are of a contemporary design rather than in keeping with the surrounds.

This has been a request of SDNP.

Rob advised that Lewes District Council may purchase the affordable houses for their own portfolio, but this has yet to be confirmed.

- 6. 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.

Several members of the public had questions for Rob including queries regarding drainage, tree removal and the community orchard. He confirmed that the water provider as a consultee on the application will review the proposed drainage/sewage arrangements and ensure they are suitable. There are no plans to remove any trees at the location and the rural nature of the plot will be retained. There is some flexibility to the positioning of the houses and Rob agreed to discuss this with the immediate neighbours of the plot.

The plan is for the community orchard to be maintained and managed by the owners/occupiers of the houses within the development. All residents of the development will have access to the orchard, and it will not be accessible to the wider community. There are no plans for further development on the wider land.

Rob confirmed he is happy to be contacted to answer any further questions.

Tel 01273 956 266

rob@green-plan.co.uk

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One member of the public who was attending at the request of Kingston Table Tennis Club wished to express a point regarding the proposed sports equipment at St Pancras Green. He advised that a concrete table tennis does not allow good game play and thought that it would not be used very much and be a waste of money. The council noted his comment.

- 7. Clerk and Councillor reports arising from the minutes 13th July 2022 not covered elsewhere in the agenda:**

Name

Signed

Date

- 7.1. Clerk report (Appendix 1)
Appendix 1 taken as read and no questions raised.
- 7.2. Biodiversity update – Cllr Moulder (Appendix 2)
Appendix 2 taken as read and no questions raised.
Cllr Moulder added that the draft proposal had now been received by the Landscape Lead at SDNP.
8. Reports from other bodies: Written reports to be taken as read. The council can raise questions.
- 8.1. District Councillor William Meyer (Appendix 3)
Appendix 3 taken as read
- 8.2. County Councillor Sarah Osborne (Appendix 4)
Appendix 4 taken as read
- 8.3. Kingston Action Group
No report received but verbal update given by Cllr Hoare as follows.
KAG have submitted the Community Garden to SDNP under the call for green spaces.
KAG are unlikely to contribute to further work on the Rights of way Action plan as ESCC Rights of Way have confirmed there is no funding available.
KAG would like a brief report from the parish council and Cllr Hoare is seeking clarification on what information they require.
LDC have offered a bin and litter picking equipment and KAG are considering this offer.
- 8.4. Pavilion Committee report
No report received.
The parish council unanimously agreed to request a written report from the Pavilion Committee to be discussed at each parish council meeting.
9. Report back from meetings attended by councillors on behalf of KPC:
- Parish Hall Committee CM
The Parish Hall AGM is on the 17th October and all are welcome.
 - Kingston Action Group
Verbal report received from Cllr Hoare (see 8.4)
10. Rights of Way: Update from Cllr Moulder
Rights of Way have confirmed there is no funding for the issues identified by the parish council review. There are still some minor improvements outstanding including putting the no cycling signs up on some routes.
Cllr Hoare confirmed he is happy to take over as Lead for Rights of Way from Cllr Moulder.
11. Saxondown Easement – The parish council has received a request for a deed of easement over Church Lane to allow construction of the approved sixth dwelling at Saxondown Farm. Council to consider this request.
The clerk has obtained advice from the PC solicitor who has stated that if the parish council is inclined to grant the easement that it should be subject to the Developer meeting the Councils legal costs and that of the District Surveyor.
Resolved: The council unanimously agreed in principle to grant the easement providing the developer agrees to meet the council's legal costs and that of the District Surveyor. The parish council will also expect a premium to be paid. The clerk to contact the solicitor to advise.
12. Neighbourhood Plan – to decide whether to create a Neighbourhood Plan
Resolved: Due to the work and costs involved, the lack of support from residents and the decreasing level of support from SDNP and their professionals the council unanimously agreed not to develop a Neighbourhood Plan.

Name

Signed

Date

13. LDC charges – LDC have been misbilling Kingston Parish Council since 2019 for the emptying of the village bins. This has resulted in an underpayment of £2542.54 which LDC have asked payment for. Following email correspondence LDC have offered to accept £500 from Kingston Parish Council. Parish Council to resolve this is acceptable.

Resolved: The council unanimously agreed to pay the £500 requested by Lewes District Council

14. Saxondown project funds: To receive updates from the project leads

14.1. Cllr Barney and Cllr Halanen to update on the new play park equipment at the village green and the outdoor sports equipment for St Pancras Green. Cllr Bewick has provided a written report (Appendix 5)

Resolved: The council unanimously agreed to fund a new zip wire and in-ground trampoline at the village green at a cost of £19,340.09 (excl VAT).

Cllr Halanen will contact Wicksteed and manage the project on behalf of the council.

Sports equipment on St Pancras

Action: The council noted the contents of appendix 5 and thanked Cllr Bewick and Shelaine Siepel for their work so far. It was agreed that the proposed locations of the sports equipment fitted well with the green. The council agreed that storage and equipment would not be required for the boules or table tennis. The idea is for users to bring their own equipment. The council agreed to the proposal of new seating and picnic tables.

Cllr Bewick and Shelaine to investigate costs and produce a proposal for the next meeting.

14.2. Cllr Moulder to update regarding the parish hall project and the council to consider the costings (Appendix 6)

Resolved: Having read and gone through Appendix 6 The parish council unanimously agreed to the Parish Hall proposal to purchase solar panels and batteries at a cost of £16,139.21.

Cllr Moulder confirmed planning permission is still outstanding for the replacement windows.

14.3. KAG request for wildflower planting in St Pancras near the tennis court – Council to consider new location.

Resolved: The council unanimously agreed that the new proposed location of the wildflower planting is unsuitable and do not agree. This is because the sports equipment is likely to be placed near the tennis courts and any planting would be removed to allow installation. Cllr Hoare to advise KAG.

15. Village green play area: To acknowledge receipt of the Play Park Inspection reports for August and September and to agree any actions. (Appendix 7)

Resolved: Noted and no high priority issues reported.

16. Traffic and Highways: To receive an update from Cllr Bewick

In the absence of Cllr Bewick, the readings report from the speed sensor has been previously circulated for noting. (Appendix 8)

Cllr Bewick has advised that there has been no further progress regarding the feasibility study.

Resolved: Appendix 8 noted. The speed reader is currently switched off, but the equipment is still recording data. This is to see whether the reader makes any difference to drivers' behaviour.

17. Parish Noticeboards – to agree a maintenance plan for the wooden noticeboards in the village.

Name

Signed

Date

Resolved: Cllr Halanen agreed to look at each noticeboard, fix what he can and report back to council at the next meeting. A resident confirmed the noticeboard on The Avenue is letting water in and may need a new seal.

18. ESCC Urban Grass Cutting option 2023 – Council to resolve which option they would like for 2023 (Appendix 10)

Action: The council currently fund 4 extra cuts a year, but the parish council would like further information. The clerk to contact ESCC and find out when the cuts are usually made, ask what happens to the cuttings – are these usually removed? If not, can the council request these are removed?

The council to consider funding the cuts themselves but need further information from ESCC. The clerk to report back at the next meeting.

19. Planning:

19.1. To receive a planning update report on ongoing planning applications from Cllr Clayton and to note applications received (Appendix 11)

Resolved: Appendix 11 noted. Two further applications were received following the publication of the agenda as detailed below.

- Application: [SDNP/22/04411/TCA](#)

Location: The Juggs, The Street, Kingston East Sussex BN7 3NT

Description: T2 - Ash - To fell, T3 - Box Elder - To fell, T4 - Lime - To fell, T5 - Lime - To fell

- Application: [SDNP/22/04408/TCA](#)

Location: The Post House, The Street, Kingston East Sussex BN7 3NT

Description: T1 - Fir - To fell

19.2. South Downs Local Plan Review – Launch of Call for Sites and Local Green Space nominations – Council to consider a response to SDNP. (Appendix 9)

Resolved: Appendix 9 noted. KAG have nominated the Community Garden as a green space which the parish council unanimously agreed to support.

20. Financial Matters

20.1. To approve and authorise accounts payable for August 2022 and September 2022 (as detailed on the payment list).

Resolved: the parish council unanimously agreed to approve the accounts payable for August, totalling £4562.46

The parish council unanimously agreed to approve the accounts payable for September, totalling £7,403.75

20.2. Council to note that the Saxondown project payment for finance year 22-23 of £3000 has been made to Kingston Action Group towards planting in the village as previously agreed.

Resolved: This was noted.

20.3. To consider the small grant request from KAC for £100

Resolved: The parish council unanimously agreed to the grant request.

Name

Signed

Date

20.4. For the parish council to acknowledge the conclusion of the external audit (PKF Littlejohn LLP) and that there were no advisory notices. (Documents were circulated to the parish council and placed on the website and noticeboard)

Resolved: the council acknowledged receipt of the conclusion of the external audit. No comments were made.

21. Council Vote – Confidential employment matter items to be resolved (P&C report previously circulated)

Resolved: The council unanimously agreed to the proposal in the private and confidential report. The council confirmed this would apply to the clerk only as an individual and not the role of clerk.

- *The next parish council meeting is 9th November 2022 at 7.00pm Kingston Pavilion, St Pancras Green.*