

# KINGSTON PARISH COUNCIL

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6<sup>th</sup> July 2023

Members of Kingston Parish Council are summoned to the Parish Council meeting to be held on **Wednesday 12<sup>th</sup> July 2023** commencing at 1900 hours in Kingston Community Pavilion.

*The meeting is open to the press and public unless the council do otherwise resolve to enter private session where members of the press and public are excluded.*

Signed: *Julie O'Donnell* (Clerk to Kingston Parish Council).

## AGENDA

1. Apologies and reasons for absence
2. The Chairman will invite Councillors to declare any interest they may have in the following agenda items.
3. **Public Forum:** A period not exceeding 30 minutes is available for the public to express a view or ask a question on relevant matters on the following agenda.
4. Clerk and Councillor reports arising from the minutes of 17<sup>th</sup> May 2023 and 14<sup>th</sup> June 2023 not covered elsewhere in the agenda:
5. Reports from other bodies: Written reports to be taken as read. The council can raise questions.
  - 5.1. District Councillor Stella Spiteri
  - 5.2. County Councillor Sarah Osborne
  - 5.3. Kingston Action Group
6. Report back from meetings attended by councillors on behalf of KPC:
  - Kingston Action Group
  - Nature Recovery Group

**7. Tennis courts**

At the Tennis Club AGM it was agreed that due to rising costs for maintenance and resurfacing the club should approach the Parish Council with a view to both parties increasing the amount put into the joint fund annually.

The current contribution is £1750 each and has been unchanged for many years. The club would like to increase this to £2500 from next year. Council to consider this request.

**8. Roles and responsibilities**

**8.1.** To appoint a councillor responsible for Communications following the resignation of Cllr Alex Leith

**8.2.** To appoint a second councillor as a representative on the Pavilion Committee.

**9. Kingston Nature Recovery Group – To consider the allocation of a small budget (£200-250) towards the costs of the KNRG. Receipts would need to be sent to the parish council for reimbursement.**

**10. Saxondown project funds: To receive updates from the project leads.**

**10.1.** To note the written report from Cllr Bewick updating on the outdoor sports equipment for St Pancras Green.

**11. Village green play area**

**11.1.** To acknowledge receipt of the Play Park Inspection report for June and agree any actions.

**11.2.** One of the benches in the Village Green is broken beyond repair. The clerk has been sent photographs (previously circulated) and agreed to its removal by KAG. The broken bench was hazardous and could have caused injury. Council to consider the use of reserve funds to purchase new benches for the green.

**11.3.** To note the clerk has contacted Wicksteed regarding a rut which has appeared along the edging of the trampoline. The clerk will keep the council updated.

**12. Council policies**

**12.1.** Risk Management Policy - As advised by the Internal Auditor the council should review the policy annually. Clerk recommends no changes. Council to review and approve the Risk Management Policy.

**12.2.** Environmental Policy – Cllr Hoare to present his recommended amendments to the policy.

**13. Traffic and Highways: To receive updates from Cllr Bewick**

**13.1.** To note the written report from Cllr Bewick regarding the initial Traffic Steering Group meeting.

**13.2.** Cllr Bewick would like to obtain quotations from experienced traffic consultants to develop effective solutions that will address the objectives of the Traffic Steering Group. Council to consider the request of £5000 to instruct a consultant. The money will be spent from the allocated Saxondown Highways project fund.

**14. Memorial bench – The council has previously agreed to not facilitate memorials of any kind. This is due to limited available space. However, the Council has been asked to consider a request for a memorial bench to be placed at St Pancras Green.**

Council to consider this request.

**15. Rights of Way – to receive update from Cllr Adams/Cllr Hoare**

**16.** Parish Owned Trees – A tree survey is now due following the previous survey performed in 2020 (previous survey circulated). The council has received a letter from a local resident detailing concerns about several trees on St Pancras Green. Council to agree to the arrangement of the survey. The professional advice can then be considered by the council and the next steps agreed.

**17.** Planning:

**17.1.** To receive a planning update report on ongoing planning applications from Cllr Hoare and to note applications received.

**17.2.** Sussex Community Housing Hub – to consider the letter received and arrange a meeting if deemed appropriate.

**18. Financial Matters**

**18.1.** To approve and authorise accounts payable for July 2023 (as detailed on the payment list).

**18.2.** To acknowledge the RBS reports circulated by the Clerk – Summary Receipts and Payments and Cash and Investment Reconciliation.

**18.3.** To give 'view' access only to the bank account to the Pavilion Bookings Clerk. This will help with the bookings process and allow payments/deposit refunds to be tracked.

- *The next parish council meeting is 13<sup>th</sup> September 2023 at 7.00pm Kingston Community Pavilion*