

KINGSTON PARISH COUNCIL

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6th September 2023

Members of Kingston Parish Council are summoned to the Parish Council meeting to be held on **Wednesday 13th September 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. Minutes of 12th July 2023 Parish Council Meeting and minutes of 9th August 2023 Extraordinary Parish Council meeting to be agreed and signed as a true record.
4. **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.
5. Clerk and Councillor reports arising from the minutes of 12th July and 9th August 2023 not covered elsewhere in the agenda:
6. Reports from other bodies: Written reports to be taken as read. The council can raise questions.
 - 6.1. District Councillor Stella Spiteri
 - 6.2. County Councillor Sarah Osborne
 - 6.3. Kingston Action Group
7. Report back from meetings attended by councillors on behalf of KPC:
 - Kingston Action Group
 - Nature Recovery Group

- Pavilion Committee

8. Co-option of councillor - To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy. Candidates will be given five minutes maximum to introduce themselves to members, give information on their background and experience and explain why they wish to become a member of KPC. This process will be carried out by adjourning the meeting to allow the candidate to speak. Where the Council wishes to discuss the merits of candidates and their personal attributes the Council will resolve to exclude the members of the press and public.
9. Kingston Nature Recovery Group –
 - 9.1. To consider the group's proposal to allow an area of St Pancras Green to be sown with wildflowers.
 - 9.2. KNRG would like a separate mailbox to assist with their projects and running of the group. This would be dedicated to KNRG and run by the group. Council to consider the cost of an extra mailbox at £3.30 plus VAT per month.
10. Kingston Pavilion – Expenditure
 - 10.1. To consider the clerk report detailing the options for the energy renewal in March 2024
 - 10.2. To consider the clerk report detailing the options to change telephone/broadband provider.
 - 10.3. To consider the budget of up to £1000 to install a new tapestry produced by parishioners.
11. Saxondown project funds: To receive updates from the project leads.
 - 11.1. To note the report from Cllr Bewick updating on the outdoor sports equipment for St Pancras Green.
12. Village green play area
 - 12.1. To acknowledge receipt of the Play Park Inspection report for August and agree any actions.
13. Traffic and Highways: To receive updates from Cllr Bewick
 - 13.1. To note the report from Cllr Bewick regarding the Traffic Steering Group meeting.
14. Rights of Way – to receive any updates from Cllr Adams/Cllr Hoare
15. Parish Owned Trees – To consider the tree survey and recommendations made within it (Documents previously circulated). Clerk recommends arrangements are made to carry out the work as detailed in the 6 month plan.
16. Planning:
 - 16.1. To receive a planning update report on ongoing planning applications from Cllr Hoare and to note applications received.
 - 16.2. PPS – to agree the next steps for forming the Parish Priority Statement.
 - 16.3. Sussex Community Housing Hub – Brief update from Cllr Douglas and Cllr Hoare following their meeting with the Sussex Community Housing Hub

17. Financial Matters

- 17.1.** To approve the Bank reconciliations for August 2023.
- 17.2.** To approve and authorise accounts payable for September 2023 (as detailed on the payment list).
- 17.3.** To acknowledge the RBS reports circulated by the Clerk – Summary Receipts and Payments and Cash and Investment Reconciliation.
- 17.4.** 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).

- *The next parish council meeting is 15th November 2023 at 7.00pm Kingston Community Pavilion*