

KINGSTON PARISH COUNCIL

www.kingston-pc.org.uk

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21st September 2022

Members of Kingston Parish Council are summoned to the Parish Council Meeting to be held on **28th September 2022 at 7.00 p.m.** 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.

Please note an audio recording may be taken of the meeting to assist the clerk with the drafting of the minutes. Once the draft has been produced the recording will be destroyed.

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 13th July 2022 Parish Council Meeting to be 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.
5. Rob Burnham, Green Plan Designer Homes will give a brief pre-application presentation regarding the proposed development at Castelmer Fruit Farm.
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.

7. Clerk and Councillor reports arising from the minutes 13th July 2022 not covered elsewhere in the agenda:
 - 7.1. Clerk report (Appendix 1)
 - 7.2. Biodiversity update – Cllr Moulder (Appendix 2)
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)
 - 8.2. County Councillor Sarah Osborne (Appendix 4)
 - 8.3. Kingston Action Group
 - 8.4. Pavilion Committee report
9. Report back from meetings attended by councillors on behalf of KPC:
 - Parish Hall Committee CM
 - Kingston Action Group JB/AL
10. Rights of Way: Update 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.
12. Neighbourhood Plan – to decide whether to create a Neighbourhood Plan
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.
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)
 - 14.2. Cllr Moulder to update regarding the parish hall project and the council to consider the costings (Appendix 6)
 - 14.3. KAG request for wildflower planting in St Pancras near the tennis court – Council to consider new location.
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)
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.

17. Parish Noticeboards – to agree a maintenance plan for the wooden noticeboards in the village.
18. ESCC Urban Grass Cutting option 2023 – Council to resolve which option they would like for 2023 (Appendix 10)
19. Planning:
 - 19.1. To receive a planning update report on ongoing planning applications from Cllr Clayton and to note applications received (Appendix 11)
 - 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)
20. **Financial Matters**
 - 20.1. To approve and authorise accounts payable for August 2022 and September 2022 (as detailed on the payment list).
 - 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.
 - 20.3. To consider the small grant request from KAC for £100
 - 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)
21. Council Vote – Confidential employment matter items to be resolved (P&C report previously circulated)

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