

KINGSTON PARISH COUNCIL

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16th January 2023

Minutes of the Kingston Parish Council meeting held on 11th January 2023 at 1900 hours in Kingston Community Pavilion.

Present: Cllr Barney, Cllr Moulder, Cllr Bewick, Cllr Hoare, Cllr Leith, Cllr Clayton and Cllr Halanen

1 member of the public was present.

Minutes

1. Apologies and reasons for absence
Apologies from the clerk, Julie O'Donnell
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 9th November 2022 Parish Council Meeting to be agreed and signed as a true record.
Due to the clerk being absent the minutes will be agreed and signed at the next meeting on March 15th 2023.
4. **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.
The member of public did not wish to speak.
5. Clerk and Councillor reports arising from the minutes 9th November 2022 not covered elsewhere in the agenda:
Nothing to report.

Name

Signed

Date

6. Reports from other bodies: Written reports to be taken as read. The council can raise questions.
- 6.1. District Councillor William Meyer
A report was submitted by Cllr Meyer but was not circulated in time to the council. This has since been circulated after the meeting.
 - 6.2. County Councillor Sarah Osborne
No reports received.
 - 6.3. Kingston Action Group
No reports received.
 - 6.4. Pavilion Committee report
No report received. The council noted that a report has not been received from the committee for several months and it was agreed that the clerk would contact the chairman and ask for an update. It was also suggested that the clerk attends the Pavilion Committee meetings to help or assist the Pavilion Committee in its role.

7. Report back from meetings attended by councillors on behalf of KPC:

- Kingston Action Group
Cllr Hoare gave the following update.
 - KAG asked whether the council has taken responsibility for the hedges on 2.1 footpath. Cllr Hoare has informed KAG that we have not.
 - A surveyor from ES Highways Rights of Way is going to come and look at the surface of footpath 2.1 with a view to making improvements. No date confirmed yet.
 - Cllr Hoare has informed KAG that the Parish Council is going ahead with replacing the finger post on the C7/Wellgreen Lane junction.
 - KAG are currently seeking funding for a shelter on the community garden.
 - KAG also asked about the footpath to Spring Barn Farm. Cllr Hoare confirmed he has written to Tom Carr concerning this and will update once a reply is received.

Cllr Hoare also gave a brief update from the Parish Hall. The solar panels were fitted in December and are up and running. There is an app which monitors the energy generation, but it is fairly limited in its reporting.

The replacement windows have now been ordered and will be fitted as soon as available.

8. Saxondown Easement update – The developer has asked whether Kingston Parish Council would consider using the services of a RICs Surveyor instead of waiting for the District Valuer to respond. It has now been two months since the DV were contacted and there has been no reply. The clerk recommends that the council look to find a surveyor to provide the two required quotes, one for valuation and one for valuation and negotiation.

Resolved: The parish council agreed with the clerk recommendation and the clerk will contact a surveyor who can undertake the work.

Note. *Since the meeting the District Valuer has confirmed that they cannot undertake the request until at least June/July 2023 due to their current work volumes in the South East.*

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

- 9.1. Cllr Halanen to update on the new play park equipment at the village green.
Cllr Halanen has met with the delivery manager in December and explained the plans. Wicksteed confirmed they would look at drainage around the trampoline. Work was supposed to start the first week of January, but they are waiting for the delivery of the zip wire. This is expected at the end of January and installation will start afterwards. Cllr Halanen suggested placing a key safe so the contractors can get in independently. Cllr Halanen confirmed he would also get another two keys cut for the gate.

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9.2. Cllr Bewick to update on the proposed outdoor sports equipment for St Pancras Green. KPC originally agreed that the council would spend up to £20,000 on this project. The estimate for the sports equipment on St Pancras Green exceeds the monies allocated for the project. Cllr Bewick confirmed he is looking at reducing the number of pieces of equipment/facilities and seeing if the overall bill can be reduced by separating the groundwork from the installation.

10. Village green play area

10.1. To acknowledge receipt of the Play Park Inspection report for December and agree any actions.

Resolved: The parish council acknowledged the play park inspection report. Cllr Halanen confirmed he would review the reports received and recommend action points for the repair of the minor faults being reported. This would be presented to the council at the March meeting.

11. Pavilion Energy Costs

Due to the increasing energy costs at the pavilion the clerk has contacted a broker for advice. The broker has recommended that the council continues with the current provider until April 2023. This is because the council qualify for the Government Energy Relief Scheme. This will finish in April 2023 and the broker has recommended that the council look to secure a new contract or provider. He has provided available fixed contract prices as detailed on the meeting brief. The council need to consider this advice and agree the next steps.

Resolved: KPC agreed to continue supply with the current provider and that a decision to change would be made at the March meeting. Further investigation will be made on the most efficient way to run the building including the underfloor heating.

12. Traffic and Highways: To receive updates from Cllr Bewick and Cllr Hoare

12.1. Update regarding the meeting held with Ian Tingley, ESCC regarding traffic calming through Kingston.

Cllr Bewick read through both of his reports as follows.

KPC advised that it was disappointed with the outcome of the feasibility study into traffic calming at The Ridge but ESH explained the reasons behind their advice – mainly poor visibility, significant physical obstructions at the junction (high retaining walls) and poor alignment of the roads approaching the junction.

Discussion moved on to how traffic could be controlled.

KPC advised that it would like to install a Gateway feature to the north of the Ridge to emphasise to drivers that they were entering a village. ESH reiterated that a Gateway feature was not eligible for match funding. KPC accepted the feature would need to be self-funded, potentially with assistance from CIL funding. ESH subsequently sent links to allow application forms for Gateway licensing to be downloaded. The Gateway feature could be linked to the road marking proposals contained in the ESH feasibility report.

Discussions moved on trying to further control traffic passing from The Ridge onto Ashcombe Lane. It was decided that KPC would apply for a further feasibility study into extending the existing 20mph zone along Ashcombe Lane to some point to the north of the junction between Ashcombe Lane and the Avenue. ESH advised traffic data would be required but that MVAS data may not be acceptable for analysis.

ESCC subsequently confirmed that data from KPC's MVAS would not be acceptable to establish existing traffic conditions as it had high viz marking alerting the driver to its presence even if the display was not active. This would influence driver behaviour. ESCC advised a fee of £422+ VAT to undertake a survey using inconspicuous monitoring equipment (7 day 24/7 monitoring using Black Cat Radar).

KPC have requested advice from ESH on when the traffic data will be required before instructing the study.

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Date

Gateway Project

Subsequent to the meeting KPC requested application forms for the Gateway Project from ESH Enforcement team.

Cllr Moulder advised that the SDNPA CIL money application deadline has been extended to 3rd March 2023 and a new gateway would be a worthy project. It was agreed that if the information could be gathered in time, then an application would be made to SDNPA for CIL to fund the gateway.

MVAS Records for Wellgreen Lane for the period 26.11 22 to 31.12.22

The device was moved to Wellgreen Lane monitoring the incoming traffic on the 26 November 2022.

The readings for this period have been influenced by the Xmas break but initially they show between 2000 and 2500 vehicles per day enter the village from the C7 during the week and between 1200 and 1500 vehicles per day at weekends. The numbers dropped progressively towards Xmas but even between Xmas and New year there were around 1100 vehicles per day.

Resolved: The parish council agreed to the cost of £500 for the Highways Feasibility Study. The council also agreed to go ahead and arrange the traffic survey with Highways.

Action: Cllr Bewick to investigate gateway suppliers and costs.

12.2. Safer C7 project – Council to consider whether to contribute to this project and how much funding should be made available.

Cllr Hoare will attend the C7 meeting and request further details of their plans for the project. In principle the council is happy to contribute to the project but need to consider the monetary amount. The village is not directly on the C7 and the parish council also has its own traffic calming scheme which would impact the C7.

Action: Cllr Hoare to report back at the March parish council meeting.

13. Fingerpost on C7

The fingerpost needs repairing, and the clerk has contacted a specialist contractor. The cost will be £1029 of which ESCC have confirmed they will fund 50% towards the cost. Council to agree to the use of CIL funds to repair the fingerpost.

Resolved: The parish council agreed to the use of the CIL funds for this repair.

14. Planning: To receive a planning update report on ongoing planning applications from Cllr Hoare and to note applications received.

Resolved: KPC received a planning update report on ongoing planning applications from Cllr Hoare and noted applications received.

KPC agreed to request clarification from Tim Slaney the Director of Planning at the SDNPA about the decision taken on The Post House. With copies going to William Meyer and the author of the Conservation Plan. Councillor Hoare to draft a letter and then circulate to council for comment. The letter will be signed from Cllr Barney as Chair and sent from the clerk.

15. Financial Matters

15.1. To approve and authorise accounts payable for December 2022 and January 2023 (as detailed on the payment list).

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Resolved: the parish council unanimously agreed to approve the accounts payable for December totalling £24748.70. This includes the money for the solar panels and windows at the parish hall as previously agreed.

The parish council unanimously agreed to approve the accounts payable for January 2023 totalling £4179.92.

15.2. To acknowledge the RBS reports circulated by the Clerk – Summary Receipts and Payments and Cash and Investment Reconciliation. This includes acknowledgement of reports from Apr 2022-Dec 2022 as detailed in the finance folder.

Resolved: The parish council acknowledged the reports circulated by the clerk including the reports from Apr 2022-Dec 2022 as detailed in the finance folder.

15.3. To acknowledge the new Ear Marked Reserves as agreed at the November meeting.

Resolved: The parish council acknowledged the new Ear Marked Reserves as agreed at the November meeting.

15.4. To acknowledge the final budget for 2023-2024 as agreed at November's meeting.

Resolved: The parish council acknowledged the final budget for 2023-2024 as agreed at the November meeting.

15.5. To agree and authorise the closure of all Barclays Bank accounts and transfer all funds to Unity Bank Trust as detailed in the clerk's report. To appoint two further signatories for the new accounts once set up.

Resolved: The parish council agreed to authorise the closure of all Barclays Bank accounts and transfer all funds to Unity Bank Trust as detailed in the clerk's report. Cllr Bewick and Cllr Clayton agreed to be the further signatories on the new accounts.

The clerk will begin the process of transferring over to Unity.

Items to be carried over to the March meeting.

- Cllr Halanen to review the play park equipment in line with the inspection reports and obtain costings to fix the minor issues identified. Report to be produced for council in March.

- *The next parish council meeting is 15th March 2023 at 7.00pm Kingston Pavilion, St Pancras Green.*

Name

Signed

Date