

KINGSTON PARISH COUNCIL

www.kingston-pc.gov.uk

Julie O'Donnell
Clerk to Kingston Parish Council
Kingston Community Pavilion
St Pancras Green
Church Lane
Kingston
BN7 3LN
e-mail: clerk@kingston-pc.gov.uk

10th January 2024

Members of Kingston Parish Council are summoned to the Parish Council meeting to be held on **Wednesday 17th January 2024** 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 29th November 2023 Parish Council Meeting to be agreed and signed as a true record.
4. Council vote – motion to conduct Agenda 17 as a closed session and exclude the public from attendance as confidential legal matters are to be discussed.
5. **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.
6. Clerk and Councillor reports arising from the minutes of 29th November 2023 not covered elsewhere in the agenda:
7. Reports from other bodies: Written reports to be taken as read. The council can raise questions.
 - 7.1. District Councillor Stella Spiteri
 - 7.2. County Councillor Sarah Osborne
 - 7.3. Helen Sida – Kingston Nature Recovery Group
 - 7.4. Shelaine Siepel – Kingston Community Pavilion

8. Report back from meetings attended by councillors on behalf of KPC:
 - Kingston Action Group
9. Kingston Nature Recovery Group – The group would like to request £203 from their allocated budget to enable the group to hold a Gardening Forum with guest speaker in March. This is to encourage the parish to garden with biodiversity in mind and encourage wildlife to their gardens. (Request previously circulated)
10. Pavilion bookings – to ratify the decision to support the use of the pavilion as a warm space. The following has been set up on the SDNPA website –
Sustainable Business Partnership CIC – are looking for funding to run a pilot project for a co-working space for two days a week over the winter in the under-utilised **Community Pavilion in Kingston**. This will be aimed at home workers based in the village, so that they can switch off their heating at home during the day and come together in a warm space.
The initiative needs to raise £400 through crowd funding and will receive a grant of £1000 which will be used to fund the hire of the pavilion. All monies will go to the pavilion to cover the running of the co-space. Further details can be found here.
[South Downs National Park Trust: Sustainable Business Partnership CIC - Kingston Community Pavilion \(enthuse.com\)](#)
11. Consider the use of a Payroll Officer – the clerk has suggested that the council employ the services of a payroll officer.
The clerk has recommended DM Payroll services who provides the service for many parishes and is familiar with the processes. (Quote previously circulated)
12. Traffic and Highways: To receive updates from Cllr Bewick
 - 12.1. To note the report from Cllr Bewick regarding the Traffic Steering Group
13. Village green play area
 - 13.1. To acknowledge receipt of the Play Park Inspection report for December and agree any actions.
14. Rights of Way –
 - 14.1. To receive any updates from Cllr Adams/Cllr Hoare
 - 14.2. Fox Twitten – A resident of Monckton Way is using the bridleway behind their garden fence to store compost and other garden infrastructure. The parish council has sent a letter requesting that this is removed to the occupier and a response has now been received. Council to discuss and agree the next steps.
15. Planning:
 - 15.1. To receive a planning update report on ongoing planning applications from Cllr Hoare and to note applications received and discuss any outstanding applications.
 - 15.2. PPS – update and review the draft version of the Parish Priority Statement.

16. Financial Matters

16.1. To approve the Bank reconciliations for December 2023.

16.2. To approve and authorise accounts payable for January 2024 (as detailed on the payment list).

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

17. Council vote – Confidential legal matters to be acknowledged and agreed (P&C report previously circulated)

- *The next parish council meeting is 13th March 2024 at 7.00pm Kingston Community Pavilion*