

KINGSTON PARISH COUNCIL 

Annual Parish Assembly Meeting

Held on 21th April 2022 at 1900hrs

DRAFT MINUTES

PRESENT	Cllr Eve White	Cllr Merv Freeman
	Cllr Suzannah Grant	Cllr Heather Summer-Nutting
	Cllr Phil Anderson	Cllr Don Kelly
	DCC Cllr Rufus Gilbert	Cllr Alison Lewis
IN ATTENDANCE	Parish Clerk Sue Green	SHDC Cllr Bernard Taylor

01.22	<p>Chairman's Introduction & Welcome: Cllr Eve White welcomed all councillors to the 2022 APA meeting. A Parishioner attended the meeting. Cllr White continued to report that our regular meetings had now returned to 'in person'. Zoom was a godsend during lockdown allowing the Council's business to continue although it did have its limitations.</p> <p>Normally there are ten council meetings held in the Reading Rooms where our business takes place and Parishioners are welcome to come and speak in the Open Forum then just listen in on our later discussions although at this stage of the meeting, they are not allowed to say anything.</p> <p>Thanks to the able team of Kingston Councillors who have all taken the lead for various topics of council business throughout the past year who are: -</p> <p>Cllr Mervin Freeman (Vice Chair) (Planning and the Parish Web Site)</p> <p>Cllr Heather Summer Nutting (General Data Protection Regulator)</p> <p>Cllr Alison Lewis (Recreation Ground)</p> <p>Cllr Don Kelly (Neighbourhood Plan, CAP (Community Action Plan), and the Church)</p> <p>Cllr Phil Anderson (Street Furniture including Road Signs)</p> <p>Cllr Suzannah Grant (Newsletter, Recycling and Employment Officer)</p> <p>And myself Cllr Eve White (Chair, Footpaths, Trees, and anything else!)</p> <p>We have a new Parish Clerk, Lorraine Squire, who has taken over the role from Sue Green. Sue having taken the decision to step back after 10 years of hard work, is mentoring Lorraine in dealing with the day to day running of the Council answering questions, emails, phone calls, finding out information for us, etc, and generally keeping us on the straight and narrow. The Clerk is also our Responsible Financial Officer having to deal with the accounts and making sure everything satisfies the Auditor.</p> <p>I would like to say on the Council's behalf a very big thank you to Sue for all her hard work and unstinting support she has given over the last 10 years.</p> <p>We could not do such a successful job without the support and help of our Devon County Councillor Rufus Gilbert and South Hams District Councillor Bernard Taylor who keep us up to date with Devon County and South Hams Council news and information, advising and answering questions. They both generously supply us with small grants which we were able to use for things like the Recreation Grounds.</p>	
02.22	<p>Summary of 2021 Annual Report</p> <p><u>Financial Report</u> – The monies we receive are mostly from our portion of the Council Tax which is generously added to with various grants from DCC, SHDC and other fundraising events.</p> <p><u>Neighbourhood Plan</u> – After 4 years of very hard complex work by the KNPG, the plan has now been accepted and has already begun to show that notice is being taken of it.</p> <p><u>Recycling</u> – Cllr Grant must have wished she had not volunteered to liaise with South Hams about the chaotic recycling introduced last year. Eventually it seemed to settle down and I understand we can look forward to having the brown bins collected as well. If you have problems with this service, please do not hesitate to contact Cllr Grant.</p> <p><u>Highways</u> – Cllr Anderson has spent a lot of time investigating the possibility of a car park but when the cost of building one, insurance, buying land, etc was revealed it was so high we considered it an impossibility so we must all remember to park safely and considerately. Which brings me to the other perennial complaint of speed! Please remember there are children, elderly, dogs and walkers popping up all over the place not always paying attention to the traffic, so the onus is on drivers to take extra care.</p> <p><u>Footpaths</u> – We have 10 footpaths including the coastal path, two permissive ones and a bridleway, all of various degrees of difficulty. These are monitored by JW and are frequently walked by everyone.</p> <p><u>Newsletter</u>- We thank DC and his team of newspaper boys and girls for the monthly Newsletter that allows us to keep in touch with you all with the Council's news, announcements of happenings, reports, adverts and many other things of interest to the village.</p>	

Signed By Chair Dated

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02.22 Cont'd	<p><u>Reading Rooms</u> – Cllr Summer-Nutting reported Reading rooms has started to get back to normal now after the effects of the closure following covid, they have all user groups up and running including the Tuesday morning Market, flicks in the sticks, art group and history society. The panto was the first large event to use the rr this was seen as a great success by all who attended. Plans are in place for an extension project, this is due to be submitted to the District Council for planning consent. If this goes ahead it with allow for additional storage and outside toilet that can be used by the community. Finances are looking strong following the grants that have been received during the pandemic.</p> <p><u>Recreation Grounds</u> – Cllr Lewis reported Two fund raising events had taken place across the year, namely Picnic in the Park and a Cream Tea Afternoon. Both very successful and well supported by the community. This had improved the Recreation Grounds funds and had enabled the Zip Wire to be replaced. Sympathy for the loss of Dave Cripps, the Recreation Grounds number one maintenance man was expressed by all. He had been an absolute star with his help and assistance and would be sadly missed by us all. Our sympathies go to Dave's family.</p>	
03.22	<p>Financial Report 2021-22 Kingston Parish Clerk presented finance documentations to all Councillors for the finance year of 2021-22. The details included -</p> <ol style="list-style-type: none"> 1 Annual Audit Return 2021-22 Accounting Statement 2 KPC Bank Reconciliation for both Current and Business Accounts 3 Itemised Income and Expenditure figures 4 Opening Current A/c April 2021 Total £2,009.76 Closing March 2022 Balance £5,190.94 5 Opening Business, A/c April 2021 Total £1,837.63 Closing March 2022 Balance £1,837.85 6 Income 2020/21 £13,506.41 Income 2021/22 £16,216.13 7 Expenditure 2020/21 £15,889.85 Expenditure 2021/22 £13,311.09 <p>The government rules that local Councils need only use the Internal Auditor if there is less than £25,000.00 turnover. As KPC's 2021/22 accounts closed on 31st March 2022 with less than a £25,000.00 the External Auditors, PKF Littlejohn require only the proof of the Exemption Certificate.</p> <p>For Openness and Transparency, the Council Accounts will be placed on the Kingston Parish Council Web Site for inspection. 2021/22 Accounts will be forwarded to the Internal Auditor, Alison Marshall, for inspection</p>	
04.22	<p>Planning Applications:- Cllr Freeman reported In the last 12 months there has been 21 planning applications and 1 non determined application from the previous year. 1 Full planning application and 2 TPO applications have been refused.</p> <p>The Kingston Neighbourhood Plan was "Made" on the 20th May 2021, we now use this as a document when considering planning applications allowing us to either Support, Object or pass No Comment on applications. We have to give material planning reasons for our response, these may be from the KNP the Plymouth and South West Devon joint local plan or national planning policy, once we have responded the planning department at SHDC gathers all the relevant information before determining whether conditional approval or refusal is given. Planning applications should be dealt with in a 12 week time frame, although this may be extended by mutual consent if further information is sought, the planning officer dealing with each determination will correspond with the applicant throughout, this information is not placed on the planning portal nor shared with us at Parish level, some major applications rumble on for years as the planning officer and developer try to overcome objections, we at parish council level are not privy to these discussions.</p>	
05.22	<p>Devon County Council:- Cllr Gilbert expressed his sincere thanks to the Council and, in particular, to Sue Green the retired Parish Clerk for her help and assistance over many years. He very much enjoyed working with Kingston Parish Council</p>	
06.22	<p>South Hams District Council:- Cllr Taylor expressed that it had been a very trying year for all regarding waste and waste collection. He commended Cllr Freeman on his informative and correct planning report as detailed above. The Council were informed that the new chamber at Follaton House was now in action and Cllr Taylor again expressed how much he enjoyed working with Kingston Parish Council</p>	
07.22	<p>Parishioners Question Time: - SG expressed her thanks to Kingston Parish Council and said Kingston was lucky to have such a great council. All the councillors areas of expertise were appreciated, and she also thanked DCC Cllr Gilbert and SHDC Cllr Taylor for all their help and support.</p>	
08.22	<p>Closure of the Meeting: Cllr Eve White closed the meeting with thanks to all.</p>	
	<p>Meeting Closed at 7.30pm</p>	