

**KINGSTON PARISH COUNCIL MEETING**

**Held on 29<sup>th</sup> September 2022 at 1930hrs in the Reading Room Kingston**

**DRAFT M I N U T E S**

<b>Present</b>	Cllr Eve White	Cllr Merv Freeman
	Cllr Suzannah Grant	DCC Cllr Rufus
	Cllr Ali Lewis	SHDC Bernard Taylor
	Cllr Phil Anderson	
<b>Apologies</b>	Cllr Heather Summer-Nutting	Cllr Don Kelly
<b>In Attendance</b>		Parish Clerk Lorraine Squire

<b>070.22</b>	<b>Apologies:</b> - Cllr Summer-Nutting – Work Commitments and Cllr Kelly – Holiday
<b>070.22.1</b>	<b>JUDY ALLOWAY</b>  On behalf of the Parish Council, Cllr Freeman expressed sincere thanks to Judy for all her sterling work on behalf of the Kingston community and as a member of the Kingston Parish Council. Our deepest sympathy to Brian and all her family.
<b>071.22</b>	<b>Declarations of Interest:</b> - <i>In accordance with the Code of Conduct, members were invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be Notified to the Parish Clerk within 28 days of the change.</i>
<b>072.22</b>	<b>Open Forum:</b> - No Parishioners present
<b>073.22</b>	<b>Minutes of Previous Meeting</b> – Minutes of Meeting Thursday 21 <sup>st</sup> July 2022 approved and signed as a true record.
<b>074.22</b>	<b>Devon County Council:</b> - Cllr Gilbert updated the Council about his various meetings enabling the highways improvements which had now taken place at Lower Great Torr. A great success with improved drainage to the road and new tarmac in place of potholes! Cllr Gilbert was happy to report Locality Grants were now available from DCC again and he was optimistic that our proposed grant for signage works around the Kingston area and playing fields would be looked upon favourably in the sum of £1,437.40. All Noted.
<b>075.22</b>	<b>South Hams District Council:</b> - Cllr Taylor updated the Council on the waste collection service. In particular, the brown bin collection will now cost parishioners £49 extra but this will provide an efficient service from Spring 2023. The last brown bin collections for 2022 will take place in October and then the new service will commence next year. Letters will be posted to all parishioners in the coming week to explain SHDC proposed waste collection. Cllr Grant confirmed she would be happy to walk the routes with the refuse teams to point out the logistic hotspots. This will probably happen once the new service is up and running. Again, the question of Food Waste collection on a weekly basis was raised as this had not been available to Kingston Parishioners for some considerable time. All Noted.
<b>076.22</b>	<b>Correspondence:</b> -  <ol style="list-style-type: none"> <li>1. Funday – parishioner's question. This was discussed at length by the Council and an email will be forwarded to the Parishioner. All agreed and noted.</li> <li>2. Sustainable South Hams Assembly 8<sup>th</sup> October 2022 – Regrettably, due to availability, Councillors are not able to attend this event. After discussion, it was agreed by Council that in Kingston we will prioritise actions over declarations. All agreed and noted.</li> <li>3. DALC – AGM 5<sup>th</sup> October 2022 – Councillors will not be attending this event. All Noted.</li> <li>4. 4RiversDementia Invite to Tuesday Morning Market – Clerk is liaising with the organisation to visit in November, and this will be advertised once a date has been agreed. All Noted.</li> <li>5. Village Halls Audit to be passed to Reading Rooms Committee. All Noted.</li> <li>6. SHDC Waste &amp; Recycling Service – discussed in 075.22 by Cllr Bernard Taylor. All Noted.</li> <li>7. Flete Estate – Invitation to John Mildmay-White to attend Open Forum at Octobers Meeting of KPC on Thursday, 20<sup>th</sup> October 2022. All Noted.</li> </ol>

**Signed By Chair .....**      **Dated .....**  
**Kingston Parish Clerk – Lorraine Squire Tomar, 3 Church Park, Kingston, Kingsbridge, Devon TQ7 4QB**  
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077.22	<p><b>Finance: Opening Balances</b></p> <p><b>Current Account Total</b> £8,019.04</p> <p><b>Business Account</b> £1,837.98</p> <p><b>Payments Authorised and already made via FPO or DD so deducted from above total</b></p> <p>PCS Newsletter Printer Service (August) £22.96</p> <p>Viking – Newsletter Printing Paper £92.20</p> <p>Brandon Hire Station – Funday Toilets £1,060.90</p> <p>Microsoft Subscription £59.99</p> <p>Clerk, L Squire Month 5 Wages £234.00</p> <p>Clerk, L Squire Month 5 Claims £15.00</p> <p>Clerk, L Squire Month 6 Wages £234.00</p> <p>Clerk, L Squire Month 6 Claims £15.00</p> <p>PCS Newsletter Printer Service (Sept) £22.12</p> <p>Ace of Spades 5 of 6 Invoice £666.70</p> <p>Ace of Spades 6 of 6 Invoice £666.70</p> <p>SHDC Playing Fields Inspection Insurance £252.00</p> <p><b>Payments Received and included in above total</b></p> <p>Newsletter Advertising Blockley £14.00</p> <p>KEG Donation – Funday £884.08</p> <p>Newsletter Advertising Watkins £45.00</p> <p>Newsletter Advertising Unwind £50.00</p> <p>SHDC, 2<sup>nd</sup> Precept Payment £5,300.00</p> <p><b>Also, to be noted: -</b></p> <p>The Council agreed that, going forward the Clerk and Groundsman's wages/claims would always be paid without further agreement to be sanctioned at monthly Meetings. All Noted.</p>	<table border="1"> <thead> <tr> <th>Set Aside Current A/c at 22/09/2022</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Allotment</td> <td>1336.00</td> </tr> <tr> <td>Marquee</td> <td>00.00</td> </tr> <tr> <td>KPC Playground Maintenance Donations</td> <td>2358.00</td> </tr> <tr> <td>KPC BT Pone Box Maintenance Donations</td> <td>12.00</td> </tr> <tr> <td>Annual Set Aside towards Laptop 2020</td> <td>200.00</td> </tr> <tr> <td><b>Total</b></td> <td><b>3906.00</b></td> </tr> </tbody> </table>	Set Aside Current A/c at 22/09/2022	£	Allotment	1336.00	Marquee	00.00	KPC Playground Maintenance Donations	2358.00	KPC BT Pone Box Maintenance Donations	12.00	Annual Set Aside towards Laptop 2020	200.00	<b>Total</b>	<b>3906.00</b>
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078.22	<b>CAP (Community Action Plan):</b> - Cllr Kelly:- Absent															
079.22	<p><b>Clerks Report:</b> - Clerk confirmed she was still trying to obtain an Internal Auditor for next year, but they are few and far between. DALC are in the process of trying to provide an Internal Audit Service, but this is in it's embryonic stage at present. Various Accountants in the area were discussed should this become an issue. Unfortunately, Clerk had received a Penalty Notice from HMRC despite following instructions. She was appealing the same and apologised to the Council. Clerk would update them as soon as she had heard further. Clerk confirmed that she had again approached DALC for advice regarding VAT and the Reading Rooms and, once again, they remained of the same mind that no VAT can be reclaimed for the Reading Rooms refurbishment. SAAA Opt Out Communication was noted. Clerk confirmed budgets would be sorted for November's meeting. All agreed and all Noted.</p>															
080.22	<p><b>Code of Conduct</b> – Cllr White confirmed that the document had been read by all Councillors, no amendments required and all agreed, approved and adopted.</p>															
081.22	<p><b>Jubilee:</b>- Cllr Freeman confirmed new bunting would be sorted for the Coronation. BUT, in view of the economic crisis we now find ourselves in with the cost-of-living escalating and huge energy bill rises, it was proposed that we should look to use the Jubilee grant to support the elderly and those facing hardship in our parish in the coming Winter months. The funds would be placed in a Set Aside called Betterment. All agreed and noted.</p>															
082.22	<p><b>Funday:</b> - Cllr Freeman reported that:-</p> <p><b>Total income of £9,547.92 comprised of:</b> <i>camping, bar, stallholder contributions, silent disco admission.</i></p> <p><b>Total expenditure of £8,413.67 comprised of:</b> <i>bar stock, toilets, lights, fridge, silent disco, equipment hire, license, bouncy castles, decor, band expenses, generator fuel, royal family dresses etc.</i></p> <p><b>Leaving a profit of £1,134.25</b></p> <p>This does not take into account the hours of voluntary time given by many parishioners across the event which takes a week to build and three days to dismantle.</p> <p>It was noted that the Funday was down on stalls this year as people wanted to enjoy the event rather than run a stall.</p> <p>It is worth noting that this year saw a large increase in costs across the board due to the current climate. Whilst we did not have enough funds to cover the whole outlay, we were lucky enough to agree with some suppliers and vendors that payment could be made after the event, which allowed us to use the takings on the day. So, whilst the event made profit, we're not quite self-sufficient to pay for everything up front next time round.</p> <p>Due to the amount of work involved, we've decided that the next KFD will be in 2024. We've not made a final decision as to whether we will continue every other year after that, but we feel it's probably likely.</p> <p>KPC thanked the KEG team for all their hard work and efforts to make this Funday so successful. All Noted.</p>															

Signed By Chair ..... Dated .....

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083.22	<p><b>Highways</b> – Cllr Anderson reported:-  Potholes had been reported by the rear of the Church graveyard to Wonwell Gate.  Potholes had been reported (Five) from Great Torr to Cocks Park  Works were now completed from Great Torr to Merryworth with new white lines.  Signage at Wonwell to be organised to assist us in trying to prevent cars parking in the hatched turning area at Wonwell. Safety an issue if emergency vehicles cannot get access.  KPC agreed initially to part signage costs to a maximum of £350.00. All Noted.</p>	
084.22	<p><b>Newsletter:</b> - Cllr Grant confirmed that our article had already been placed in the latest issue of the Parish Newsletter due to delayed Council Meeting due to state mourning. Cllr Grant would be away for October's meeting so would prepare an article shortly to include defib training, use of hi viz clothing and torches as the seasons have changed, Funday thanks and maintenance of roadside hedges so traffic not impeded. All agreed and noted.</p>	
085.22	<p><b>Reports:</b>  <b>1. Planning:</b> - Cllr Freeman reported:-  <u>Planning Applications</u>  APP/K1128/W/21/3287119 – Land adj. Gabberwell House - Dismissed  4615/21/FUL (Resubmission of 3484/20/FUL) Langston Farm – Conditional Approval  2275/22/FUL – Appletree Wyke – Approved  2966?22 TEX – Thatched Cottage – Ash Die Back – tree to be removed.  <b>2.Recreation Ground Sub Committee:</b> Cllr Lewis reported SHDC defect report had highlighted several issues. A copy of the report to be circulated to all Cllrs. An advert was proposed for the Newsletter to see if any parishioner would be willing to help with maintenance going forward. Overnight parking had happened on several occasions across the summer, without event. This would be monitored again next summer season. Invites for tenders are now required for the Playing Fields Maintenance. To be advertised in Gazette and Newsletter. All agreed and noted.  <b>3. Allotments:</b> Clerk reported that all allotments had been strimmed. The Hen Corner plot once cleared would be turned into a smaller allotment space and offered up to the parishioners on the waiting list. All agreed and noted. It has been noted that green waste is being dumped around the Sorbus Aria – White Beam at the entrance to the Allotments. A poster will be placed on the Allotment Gate to stop this action. All agreed and noted.  <b>4 Reading Room:</b> Cllr Heather Summer-Nutting absent.  <b>5. Street Furniture:</b> Cllr Anderson reported all was ok apart from one sign on leaving the village which needs adjusting. This will be done once the Potato harvest is complete. All agreed and noted.  <b>6. Footpaths:</b> Cllr White- JW has reported the damaged stile on Footpath 5. All Noted.  <b>7. Tree Report:</b> Cllr Anderson reported that the Ash at the top of Vicarage Farm on the road was in a dangerous condition with the top third of the limbs seriously damaged. A parishioner had reported the same to Highways for their consideration. All noted.  <b>8. Kingston Church:</b> - Clerk reported Harvest Supper would take place on Saturday, 15<sup>th</sup> October followed by Harvest Service on Sunday, 16<sup>th</sup> October. Details in the Newsletter or village noticeboard. All Noted</p>	
086.22	<p><b>Date of Next Meeting:</b> Thursday 20<sup>th</sup> October 2022 7.30pm. to be held in the Kingston Reading Room</p>	
	<p><b>Closure of Meeting: - 9.30pm</b></p>	

Signed By Chair ..... Dated .....  
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