

KINGSTON PARISH COUNCIL MEETING

Held on 18th May 2023 at 1930hrs in The Reading Room, Kingston

DRAFT M I N U T E S

PRESENT	Cllr Eve White	Cllr Merv Freeman
	Cllr Suzannah Grant	Cllr Holly Rahder
	SHDC Bernard Taylor	Cllr Joel Wakeling
	Cllr Don Kelly	DCC Cllr Rufus Gilbert
APOLOGIES	Cllr Heather Summer-Nutting	
IN ATTENDANCE	Parish Clerk Lorraine Squire	

015.23	Election of Chair: - Cllr Eve White opened the meeting with immediately stepping down as Chairman by handing the chair to Cllr Merv Freeman. Cllr Freeman proposed Cllr White to be Chair to KPC, seconded by Cllr Kelly. There being no further nominations Cllr Eve White was unanimously re-elected as chairman and completed the Declaration of Acceptance of Office of Chairman. Cllr Freeman handed the chair back to Cllr White.	
015.23.01	Declaration of Office: - Cllr White completed the Declaration of Acceptance of Office. Signed by Cllr White and Clerk	
016.23	Election of Vice Chair: - Cllr White proposed Cllr Freeman seconded by Cllr Kelly. There being no further nominations Cllr Freeman was unanimously elected as Vice-Chairman	
017.23	Election of Councillors May 2023 documentation – the following documentation was completed by all Councillors – Declaration of Acceptance of Office, Notification of Parish Council Member Interests, Agendas by email and awareness of publication of 'Register of Member Interests' form and Return of Election Expenses form.	
018.23	Responsibilities of Councillors as follows: Treasurer Cllr White Reading Room Cllrs Summer-Nutting Neighbourhood Development Planning Cllrs Kelly Planning Cllr Freeman Recreation Ground Sub Committee: Cllrs Wakeling Allotments Clerk & Cllr Summer-Nutting Street Furniture: Cllr Grant Trees Cllr Wakeling Footpaths Wardens Cllr Rahder Kingston Church Cllr Kelly GDPR (General Data Protection Regulations) Cllr Summer-Nutting Marquee Cllr Freeman KPC Newsletter Reports/SHDC Recycling Cllr Grant Grant Applications Cllr Kelly CAP (Community Action Plan) Cllr Kelly Good Employer Adviser Cllr Grant KPC Web Site Cllr Freeman Refuse/Recycling Cllr Grant	
019.23	Apologies:- Cllr Summer-Nutting - illness	
020.23	Declarations of Interest:- <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> Declaration of Interests: Nothing declared.	
021.23	Open Forum – no Parishioners present.	
022.23	Minutes of Previous Meetings – Minutes of Meeting Thursday, 20 th April 2023 approved and signed as a true record.	
023.23	Devon County Councillor's Report: Cllr Gilbert introduced himself to the newly elected Councillors and reported to Council that the new Heads of Department at DCC were a 'breath of fresh air' with new ideas and approach. There was no question of cutting services further but an emphasis on how to improve the services already provided. Huge savings had already been found and he was confident in DCC going forward. The new bus systems had now been running for a couple of months and all seems well. Should Kingston Parish Council require extra funding this financial year with new projects, etc then Cllr Gilbert would be happy to offer locality grants. All Noted.	
024.23	SHDC Report: Cllr Taylor thanked all for their support over the Elections and was happy to be back as Vice Chair of SHDC. He was also now Vice-Chair of Planning and Audit. There are lots of new people at SHDC and a lengthy training process is in progress. Cllr Taylor looked forward to working and supporting Kingston Parish Council over the next four years. All Noted.	
025.23	Correspondence: 1. Peter Sandford ANOB will be visiting KPC at September's Meeting 2. Erme Workshop will be attended by Cllr Kelly. All Noted.	-

Signed By Chair Dated
Kingston Parish Clerk – Lorraine Squire, Tomar, 3 Church Park, Kingston, Kingsbridge, Devon TQ7 4QB
e-mail kingstonclerk@gmail.com

026.23	<p>Finance: Opening Balances as at 01/05/2023</p> <p>Current Account Total £9,689.34</p> <p>Business Account £1,841.36</p> <p>Payments to be Authorised and Paid via FPO or DD and Deducted from above total.</p> <p>Clerk, L Squire Month 2 Wages £254.00</p> <p>Clerk, L Squire Month 2 Claims £15.00</p> <p>Ace of Spades (May) Playing Fields £375.00</p> <p>PCS April Newsletter Printer Service £?</p> <p>Insurance Renewal Gallagher £939.98</p> <p>Julie Snooks Internal Auditor £175.00</p> <p>DALC workshop VAT for unregistered £36.00</p> <p>Councils – L Squire Zoom</p> <p>Payments Received and included in above total</p> <p>Newsletter Advert S Farm £10.00</p> <p>SHDC 1st Precept Payment £5,565.00</p>	<table border="1"> <thead> <tr> <th>Set Aside Current A/c at 01/05/2023</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Allotment</td> <td>901.00</td> </tr> <tr> <td>Marquee</td> <td>00.00</td> </tr> <tr> <td>KPC Playground Maintenance Donations</td> <td>2232.00</td> </tr> <tr> <td>KPC Betterment Fund</td> <td>151.00</td> </tr> <tr> <td>Annual Set Aside Replacement Laptop 2020</td> <td>300.00</td> </tr> <tr> <td>Total</td> <td>4284.00</td> </tr> </tbody> </table>	Set Aside Current A/c at 01/05/2023	£	Allotment	901.00	Marquee	00.00	KPC Playground Maintenance Donations	2232.00	KPC Betterment Fund	151.00	Annual Set Aside Replacement Laptop 2020	300.00	Total	4284.00
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027.23	<p>Insurance: - Cllr White reported that the Insurance renewal documentation had been received from Gallagher. This is year three of a three-year contract. Payment of premium approved as detailed above. All Noted.</p>															
028.23	<p>Audit: Clerk reported Internal Audit – Julie Snooks has now completed the 2022/23 Audit. Clerk to action and report. All Noted.</p>															
029.23	<p>CAP (Community Action Plan) Cllr Kelly explained the origins of the Community Action Plan to the newly elected Councillors and asked for a copy of the plan to be re-circulated. He would welcome the Parish Council's thoughts on what areas to pursue going forward. All Noted.</p>															
030.23	<p>Clerks Report – Clerk requested a new Councillor to become a new signatory for the Bank. Cllr Rahder offered, and this was agreed by all Councillors. Clerk asked if the Parish Council, as raised by a Parishioner at the APA Meeting would like to reinstate the Welcome Letter to all new residents? All agreed and Clerk to action with SG. All Noted.</p>															
031.23	<p>Annual Parish Assembly: - Minutes of Meeting Thursday, 20th April 2023 approved and signed as a true record.</p>															
032.23	<p>Newsletter: Cllr Grant will circulate the next Parish Council article for approval to all Councillors. To include Bee Swarm contacts. Clerk to check who and report to Cllr Grant. All Noted.</p>															
033.23	<p>Reports</p> <p>1.Planning:</p> <p>2. Recreation Ground Sub Committee</p> <p>3. Allotments:</p> <p>4. Reading Room:</p> <p>5. Street Furniture:</p> <p>6. Footpaths:</p> <p>7. Tree Report:</p> <p>8 Kingston Church</p>	<p>Report: Cllr Freeman – 1431/23/HHO – The Old Chapel - supported</p> <p>Report – nothing to report</p> <p>Report – review of allotments to take place in June.</p> <p>Report – Cllr Summer-Nutting absent</p> <p>Report – nothing to report</p> <p>Report – Cllr White. 4 new football wardens appointed.</p> <p>Report – Cllr White. Nothing to report</p> <p>Report – Cllr Kelly – Nothing to report</p>														
034.23	<p>Date of Next Meeting: Thursday 15th June 2022 from 7.30 pm.</p>															
	<p>Closure of Meeting:- 9.00 pm</p>															

Signed By Chair Dated

Kingston Parish Clerk – Lorraine Squire, Tomar, 3 Church Park, Kingston, Kingsbridge, Devon TQ7 4QB
e-mail kingstonclerk@gmail.com

