

KINGSTON PARISH COUNCIL MEETING

Held on 18th April 2024 at 1930hrs in the Reading Room Kingston

DRAFT MINUTES

Present	Cllr Eve White	Cllr Merv Freeman
	Cllr Holly Rahder	Cllr Joel Wakeling
	Cllr Don Kelly	Cllr Suzannah Grant
	Cllr Sarah Banham	
	SHDC Samantha Dennis	
Apologies	SHDC Bernard Taylor	DCC Cllr Rufus Gilbert
In Attendance	Parish Clerk Lorraine Squire	

001.24	Apologies: - SHDC Cllr B Taylor (prior engagement) DCC Cllr Rufus Gilbert																																									
002.24	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. Nothing declared.</i>																																									
003.24	Open Forum: No Parishioners present.																																									
004.24	Minutes of Previous Meeting – Minutes of Meeting Thursday, 21 st March 2024 approved and signed as a true record.																																									
005.24	Devon County Council: - Cllr Gilbert – absent																																									
006.24	South Hams District Council: - Cllr Taylor – absent Cllr Suzannah Grant raised the issue that SHDC had advised that the car park at Bigbury on Sea although now being run by a private company, would be run on the same basis with no change. Clearly this is not the case and the information provided to Parishioners was inaccurate. Disappointing to note that costs are 24/7 at £2.00 per hour.																																									
007.24	Correspondence: - 1. Info from DCC regarding Locality Budget and Highways Issues – noted. 2. Update from South Hams Community Action Group – noted 3. Sustainable South Hams Event 20.4.24 - noted																																									
008.24	<p>Finance: Opening Balances 06/04/2024</p> <table border="0"> <tr> <td>Current Account Total</td> <td style="text-align: right;">£6,708.00</td> </tr> <tr> <td>Business Account</td> <td style="text-align: right;">£1,860.97</td> </tr> <tr> <td>Payments made via FPO or DD and included in above Total</td> <td></td> </tr> <tr> <td>Newton Newton Flags Ltd Peace Flag</td> <td style="text-align: right;">£43.20</td> </tr> <tr> <td>Payments to be made via FPO or DD and deducted from Above total.</td> <td></td> </tr> <tr> <td>PCS Newsletter Printer Services</td> <td style="text-align: right;">£23.78</td> </tr> <tr> <td>Ace of Spades – Playing Fields (Apr)</td> <td style="text-align: right;">£375.00</td> </tr> <tr> <td>Clerk, L Squire Month 1 Wages</td> <td style="text-align: right;">£274.60</td> </tr> <tr> <td>Clerk, L Squire Month 1 Claims</td> <td style="text-align: right;">£15.00</td> </tr> <tr> <td>NALC/DALC Annual Subscription</td> <td style="text-align: right;">£147.32</td> </tr> <tr> <td>*South Western Ambulance Service Defib</td> <td style="text-align: right;">£2,160.00</td> </tr> <tr> <td>SHDC Election charges 4.5.23</td> <td style="text-align: right;">£165.60</td> </tr> </table> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Set Aside Current A/c at 06/04/2024</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Allotment</td> <td style="text-align: right;">1216.00</td> </tr> <tr> <td>Marquee</td> <td style="text-align: right;">00.00</td> </tr> <tr> <td>KPC Playground Maintenance Donations</td> <td style="text-align: right;">2206.00</td> </tr> <tr> <td>KPC Betterment Fund</td> <td style="text-align: right;">151.00</td> </tr> <tr> <td>Annual Set Aside towards Laptop 2020</td> <td style="text-align: right;">400.00</td> </tr> <tr> <td>Highways</td> <td style="text-align: right;">700.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">4673.00</td> </tr> </tbody> </table>	Current Account Total	£6,708.00	Business Account	£1,860.97	Payments made via FPO or DD and included in above Total		Newton Newton Flags Ltd Peace Flag	£43.20	Payments to be made via FPO or DD and deducted from Above total.		PCS Newsletter Printer Services	£23.78	Ace of Spades – Playing Fields (Apr)	£375.00	Clerk, L Squire Month 1 Wages	£274.60	Clerk, L Squire Month 1 Claims	£15.00	NALC/DALC Annual Subscription	£147.32	*South Western Ambulance Service Defib	£2,160.00	SHDC Election charges 4.5.23	£165.60	Set Aside Current A/c at 06/04/2024	£	Allotment	1216.00	Marquee	00.00	KPC Playground Maintenance Donations	2206.00	KPC Betterment Fund	151.00	Annual Set Aside towards Laptop 2020	400.00	Highways	700.00	Total	4673.00	
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Signed By Chair Dated
Kingston Parish Clerk – Lorraine Squire Tomar, 3 Church Park, Kingston, Kingsbridge, Devon TQ7 4QB
Telephone 01548 810460 e-mail kingstonclerk@gmail.com

008.24 Continued	Payment Received and included in above total Newsletter Advert G Bint £50.00 PA Pub Quiz for Defib £277.00 Also, to be Noted Payments due/Received SHDC 1 st Precept Payment £5,843.00 SHDC Defib Grant £600.00 *Clerk requested HOLD on Defib payment until she had received confirmation from DCC regarding grant process. All Noted
009.24 009.24.01 009.24.02 009.24.03	Audit – Report – Clerk – 2024-24 AGAR Accounts had been examined by Cllr White (Chair) and circulated to Councillors. Internal Audit booked for 22 nd April 2024 Signing of Section 1 – Annual Governance Statement of 2023/24 Annual Return Form Signing of Section 2 – Accounting Statements of 2023/24 Annual Return Form Signing of Certificate of Exemption All agreed and Noted
010.24	FUNDAY – Cllr Freeman report Funday would be taking place Saturday, 3rd August 2024. The biggest expense was the hire of the toilets/generator. Enquiries had been made regarding the Parish Council paying the Invoice on behalf of KEG with a view to claiming back VAT and a smaller donation coming back from KEG. This is now not permitted under VAT legislation and Cllr Freeman will inform KEG of this at their next meeting. As usual the Funday's insurance will be covered – KEG for and on behalf of Kingston Parish Council provided the necessary risk assessment is completed. Should an entrance fee be charged? All matters to be considered going forward on the planning of this event. All Noted.
011.24	CAP (Community Action Plan): - Cllr Kelly NTR
012.24	Clerks Report: - Clerk reported – 80 th D Day Celebrations 6 th June 2024 – Peace Flag received and now with Cllr Freeman. Clerk to contact PA regarding help with organization of event/newsletter article, etc. General update on proposed road closures. Reminder that the next meeting will be the election of the Chair/Deputy and Councillors' responsibilities. Clerk confirmed her holiday dates for May. All Noted.
013.24	Newsletter: - Cllr Grant had circulated a draft article to fellow councillors for approval and onward submission to Parish Newsletter Editor, Katherine Harding. All Noted.
014.24	Reports: <ol style="list-style-type: none"> 1. Planning: - Cllr Freeman reported Appeal Decision at Higher Gabberwell – appeal allowed, and planning permission granted. All other appeals/matters ongoing. All Noted. 2. Recreation Ground Sub Committee: Cllr Wakeling reported that ongoing small repairs were being sorted. Although nobody has come forward to be part of a maintenance group, it was felt that should major help be required and once the weather was better, we would put a shout out for help and involve both parents and children in its maintenance It was agreed that the misfitting and awkward latches on the gates were unnecessary and should be removed. A discussion had taken place regarding the skate park repairs and again once weather had improved then this would be actioned. All Noted. 3. Allotments: Cllr Banham reported she had not been able to meet with DN regarding the two end plots and to date no payment for them has been made. Clerk reported she had been in contact with DN and had given until the May meeting for payment to be made. After discussions regarding the entrance, it was decided to ask PA to quote for concrete steps and tracks with chevrons. Note regarding Green Waste dumping to be removed. All noted. 4. Reading Room: Cllr Banham updated the Parish Council on the refurbishment project which was progressing. Next action by User Groups to tidy/remove items from basement area. All Noted. 5. Street Furniture: Cllr Grant had NTR. All noted. 6. Footpaths: Cllr Rahder reported two issues;- Permissive Path at Scobbie Farm has a rotten gate post. Clerk reported to Ros Davies at DCC and Cllr Joel Wakeling will also report to National Trust. Complaint received regarding Bridleway No 2 muddy and rutted due to weather conditions. Should now be drying out and vehicular access is permitted. All Noted. 7. Tree Report: Cllr Wakeling had nothing to report. All noted. 8. Kingston Church: - Cllr Kelly had nothing to report. All noted.
147.24	Date of Next Meeting: Thursday 16 th May 2024 7.30pm. to be held in the Kingston Reading Room

Signed By Chair Dated

Kingston Parish Clerk – Lorraine Squire Tomar, 3 Church Park, Kingston, Kingsbridge, Devon TQ7 4QB
Telephone 01548 810460 e-mail kingstonclerk@gmail.com

Closure of Meeting: - 8.20pm	
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Signed By Chair Dated
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