

Kingston Parish Council

(www.kingston-lewes-pc.gov.uk)

Chair: Martin Lee

Minutes of the Meeting held on Monday 9 January 2012 at 7.00pm in Kingston Community Pavilion

Present: Councillors:
John Carey
Martin Lee (chair)
Nancy Manifold
Peter Mercer
Dinah Morgan (*Until the end of agenda item 6*)

In Attendance:
Andrea Barrett - Clerk

Item No:		Action By
	PUBLIC QUESTIONS: None	
1.	APOLOGIES FOR ABSENCE: Apologies were received from John Greenslate and Rosemarie Jeffery.	
2.	DISCLOSURE OF INTERESTS: Martin Lee declared an interest in agenda item 7, as his home lies adjacent to Jakes Acres, at which a planning application had been made.	
3.	REPORT BY THE DISTRICT AND COUNTY COUNCILLORS: No reports were presented, as neither councillor was able to attend the meeting.	
4.	MINUTES OF PREVIOUS MEETINGS: a) The minutes of the Council Meeting held on 21 November 2011 were approved without amendment and signed by the chair. b) Matters Arising from the previous minutes: <ul style="list-style-type: none">At the last meeting, the council agreed that the ailing apple trees outside Taurus, in The Avenue, should be felled and replaced since they could present a safety hazard as they decay further. Since the meeting, Steve Berry, a parish council tree warden, has requested that the council reconsider this decision, and seek a further opinion on whether the trees are infected by honey fungus, and whether they could be revived with judicious pruning. The clerk has sought the opinion of the tree officer at	

	<p>Lewes District Council. He did not inspect the trees, but did comment that they are ageing specimens, and the council would perhaps be wise to invest its resources in the proper care of new replacement trees.</p> <p>The council agreed that the clerk should contact Steve Berry to ask that a response be sought as soon as possible from the mycologists whose opinion he has sought.</p> <ul style="list-style-type: none"> The clerk agreed to include all action points from the minutes in the list of outstanding tasks, which is circulated to councillors periodically. 	<p>AJB</p> <p>AJB</p>
<p>5.</p>	<p>BUDGET PROPOSAL 2012/13: The council considered the proposed budget for 2012/13 (outlined in report no. 1).</p> <p>Rosemarie Jeffery sent comments by email, which were discussed at the meeting. The council considered a rota of volunteers to undertake the cleaning of the pavilion, but agreed that more thorough cleaning is needed than could be expected of hirers, and the burden should no longer fall to the booking secretary.</p> <p>John Carey suggested that a long term maintenance plan is needed for the play area, to properly inform future budgeting.</p> <p>The clerk advised that, according to the calculator provided last year by Lewes District Council, the proposed precept of £40,000 would have the effect of increasing the council tax burden on a band D property in Kingston by approximately £10.45 per year, to £92.89. This figure is subject to slight adjustment, depending upon the number of properties in Kingston, and the number of households receiving the single person discount each year.</p> <p>The council discussed the need to build up its business reserve, which currently falls below the recommended level of 25-50% of annual expenditure. Although it is the intention of the council to keep all costs as low as possible, the council agreed that any excess remaining in the current account at the end of the year should be be utilised to increase the reserve and to meet the repayment of loans for the traffic calming scheme and the pavilion build project.</p> <p>Resolved: Those present and voting unanimously agreed the proposed budget for 2012/13, and approved the Kingston Parish Council precept for 2012/13.</p>	
<p>6.</p>	<p>PAVILION BUILD PROJECT: The council considered making payment of the final invoice issued by Farnrise Construction Ltd, and the final invoice from Mackellar Schwerdt, the architect.</p> <p>Resolved: To approve payment of the final build cost of £26,020.24 + VAT (£31,224.29 including VAT) to Farnrise Construction, plus the final payment to Mackellar Schwerdt of £135.32 + VAT (£162.38 including VAT), subject to the</p>	

	<p>satisfactory resolution of the following points by Richard Wratten at Mackellar Schwerdt:</p> <ul style="list-style-type: none"> i) Whether the fire door on the side of the building, opening towards the tennis courts, meets the required standard since at present, it must be opened with a key; ii) Whether any improvement is needed to the front door to prevent rain and wind from entering the building and causing damage to the floor; iii) Whether the railing around the pavilion meets health and safety requirements, as concern was expressed that a child could easily step out under the railing, and there is a sheer drop to the paving below; iv) In the council's opinion, the bolt to keep the kitchen hatch open should have been counter-sunk. It was not, and is causing damage to wall behind when it is opened. <p>The clerk will raise these issues with the architect before sending the payments.</p>	AJB
7.	<p>TOWN AND COUNTRY PLANNING ACT, 1990: Martin Lee advised the council that a letter had been received from Lewes District Council, regarding the parish council's decision to lodge an objection to planning application no. LW/11/0617/NP at Jakes Acres.</p> <p>Martin Lee declared an interest in this application, which relates to a property close to his house. He did not leave the room as the council agreed that he may stay. He took no further part in the discussion. The clerk advised that she had investigated the matter and will prepare a response to the letter.</p>	AJB
8.	<p>KINGSTON VILLAGE ACTION PLAN STEERING GROUP: Nancy Manifold reported on the activities of the steering group.</p> <ul style="list-style-type: none"> • A meeting is requested with the parish council to discuss the Localism Act and its potential impact on the village. • The group still hopes that it may be possible to organise a mobile post office to visit Kingston. • It has been noted that some equipment is missing from the pavilion. An appeal for its return has been placed in the Kingston News. <p>The council discussed the possibility of inviting a representative from the Sussex Association of Local Councils to talk to a joint meeting of the steering group and the parish council regarding the Localism Act. It was agreed that this presentation should be given at the annual parish meeting instead, and a separate meeting will be arranged with the steering group.</p> <p>Resolved: The council welcomed the report from the Kingston Village Action Plan Steering Group.</p>	

9.	<p>PAVILION COMMITTEE UPDATE: The council received a verbal report from Peter Mercer regarding the progress of the Pavilion Committee and matters relating to the pavilion.</p> <ul style="list-style-type: none"> • The fire alarm system indicated that it had recovered from a system fault on 29th December. The matter has been reported to the fire alarm company and their comments are awaited. • It was agreed that once the final pavilion build invoice has been paid, the parish council will be responsible for maintaining the fabric of the building, and will need to prepare a work list with priorities. • At their last meeting, the committee toured the building and came up with suggestions for improving storage arrangements. • Peter Mercer agreed to report back to the pavilion committee that their request for regular weekly cleaning had been agreed. <p>Martin Lee advised that he and the clerk had arranged to meet with members of the pavilion committee the following day to discuss this and other matters, including finalising booking documents and arranging for works to be undertaken.</p> <p>Resolved: To welcome the report from the Pavilion Committee.</p>	
10.	<p>FINANCE REPORT: The council noted the report and observed that money for the line-painting of the tennis court should be moved from the tennis court account to the community account. The clerk will check that the annual contributions towards the maintenance of the courts from both the council and the tennis club have been transferred into the tennis court account this year. The clerk advised that the interest paid on the traffic calming loan has not yet been transferred from the business reserve account into the community account, as it is earning a small amount of interest. The clerk noted that the insurance payment due to the council for repairs to the upper court has now been received and banked.</p> <p>Resolved: To approve the report, noting: the statement of receipts and payments to date and in particular for the period 1st October 2011 to 30 November 2011 (since the previous report) and the Bank Balances as at 30 November 2011.</p>	AJB
11.	<p>LIGHTING OF BUS REVERSING AREA: The council deferred making a decision on the availability of funding for the lighting, pending a decision on funding provision by East Sussex County Council.</p>	

12.	<p>DATES OF NEXT MEETINGS: The council agreed to defer the setting of an annual calendar of meetings for the time being. The date of the next meeting will be set following consultation by email with all councilors.</p> <p>Signed Dated</p>	AJB
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