Kingston Parish Council (KPC)

Minutes of Meeting Held at 7.30pm on 9th September 2025

Present

Paul Wheeler (PW) (Chair)
Miki Ellar (ME) (Parish Councillor)
Sue Dalgleish (SD) (Clerk)
Mark Nicholls (MN) (Parish Councillor)
Tumi Hawkins (TH) (District Councillor)

Meeting commenced at 7.32pm

1 **Apologies**

Julie Conder (JC) (Vice-Chair)

2 **Approval of Previous Minutes of Parish Council Meetings**
2.1 Minutes from Meeting on 8th July 2025 approved and signed by PW.
2.2 Minutes from Meeting on 28th July 2025 approved and signed by PW.

3 **County Councillor's Report** – Nothing to report

4 **District Councillor's Report** (Appendix A)

TH highlighted several issues:-

Local government Reorganisation. South Cambs. preferred option is B. There will be elections in May 2026 but these will be followed shortly afterwards in 2027 as part of the local government reorganisation.

The withdrawal of central government funding for a new waste water plant was discussed - this will have an impact on the ability of the council to provide new housing in the area as the facility is needed to supplement existing sewage capacity.

Discussions are continuing in respect of the Cambourne to Cambridge busway.

The council continues it work to provide affordable housing in the area. They are also working on targets to increase energy efficiency in houses within the area.

<u>Matters Ongoing</u>

5. **Cranes Lane/The Green – Water issues (PW)**

The Drainage and Resilience Team are arranging for CCTV investigation of drainage pipes on The Green.

The team has also been writing to householders in Cranes Lane regarding maintenance of the drainage ditch that runs on the left hand side of the road adjoining properties. There will be further discussions on this topic over coming months.

6. **Tree Survey (PW)**
The recent tree survey detailed which trees required attention in the Orchard. Work falls into two categories

1. Removal of deadwood from central ash tree and felling of one dead plum tree At a cost of £475.00. It was recommended that this work would be postponed until further discussion at the January 2026 meeting. This was agreed by all councillors.

2. Trees affecting power lines and internet cabling - this is urgently needed before winter which brings storms and bad weather. Due to the level of tree growth through the power lines there is a serious risk of lines being damaged in a storm cutting power and internet to properties. The costs of removing branches on several trees to a level below the power and internet cables is as follows:-

   T69 Oak – remove deadwood, prune to clear power lines and cut back crown over road and kerb edge – cost £600.00
   T66 Oak – remove deadwood, sever ivy and prune to clear power lines - cost £400.00
   T61 Yew – Prune to clear power lines – Cost £225.00
   T59 Plum – Remove deadwood and prune to clear power lines – cost £175.00
   T63 Plum – Prune to clear electric power lines and sever ivy – cost £175.00
   T42 Apple – Raise crown to 2meters all round and rune to clear power lines – cost £125.00

   Total Cost £1700.00

   As these trees are the responsibility of the parish council it was felt that this work Should be carried out promptly to ensure that all branches are safe and do not risk damaging electrical or internet supplies in the village. The parish council voted unanimously to approve the works.

7. **Update on Land Registry - The Orchard (MN)**

MN reported that submission papers are with the Land Registry Authorities awaiting their consideration. We have not yet received a legal bill for this work but expect it will follow in due course.

Details of further progress will be provided at the next parish council meeting.

8. **Open Spaces Report (MN)**

MN reported that recent litter picking has taken place in the village and there appeared to be less litter than in previous months.

A new street sign at church lane has been installed. Footpath signs on the Old Wimpole Road are in place, with work having been carried out to repair and reposition wayposts at Kingston Pastures Farm, on both sides of the parish boundary.

The water leak in Rectory Lane has been reported to the relevant authorities twice but we still await a response.

9. Play Park Inspection Annual Report (PW)

PW reported that work has now been completed on the swings, basket swing and tunnel. Works have therefore been completed for the time being as we have dealt with the issues highlighted in the playpark inspection report.

A dead elm tree has been felled with logs collected by a resident in the village.

Work will be carried out on the hedges around the play park area in coming months.

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Matters Arising

10. East West Rail Update

JC advised that she attended a meeting with Bridget Smith (Chair SCDC) and local parishes on 15th July. This meeting was focussed on specific design details affecting parishes close to the route (not Kingston), but also the need for a Traffic Management Scheme for the construction period was also noted. (notes from the meeting have been circulated.)

There were several occasions at the end of July when the number 18 bus skipped Kingston, leaving people stranded at the bus stop. JC followed up with the bus company Whippet and the Highways department of the County Council to deal with this. There were various reasons: new drivers not aware of the correct route, bus broken down, and road closure signs in the wrong place giving the impression that the road through Kingston was closed when it wasn't. The Kingston Village WhatsApp group proved very useful for exchanging up to date information with residents about the issues. JC has had no recent reports about problems, but will remain vigilant.

The Parish Council thanked Julie for her work in respect of the village bus service as they know there have been several periods of disruption in recent weeks that have required intervention.

11. *Appointment of new parish councillor (PW)*

The parish council discussed how to recruit a new parish councillor – it was agreed that an advert would be placed in the parish magazine and also the topic would be mentioned at village coffee mornings. It was also discussed whether PW could speak to several individuals in the village to see if they might be interested in becoming involved with the parish council.

11. Notice Board Access

It was confirmed that the lockable left side of the notice board was reserved for parish council business only. It was agreed that while other parishioners could use the right-hand side of the parish council notice board, space permitting, the PC reserved the right to move any notice posted there into the bus shelter notice board if the space was needed for a council announcement. It was thought that general notices could be placed on the boards in the bus shelter.

The suggestion of replacing the cork on the notice boards in the bus shelter to make them more user friendly was also discusses as they have dried out over the years which makes inserting drawing pins difficult. PW will obtain a quotation to ascertain the cost of this work and will report back to the council.

13. Ditch Clearance

The ditches beside Green Leys and The Old Farm House were discussed. The cost of maintaining these ditches has historically been split on a 50/50 basis between the householders and parish council. When The Old Farm House is sold the Parish council will approach the new owners to discuss the topic.

Paul has obtained a quotation for clearing the ditches of £350.00. It is suggested that these ditches are maintained and cleared every two years to ensure water flows easily and does not flood onto the roadways. PW will arrange for the work to be completed.

14. Re-appointment of Councillors – allocation of responsibilities

The parish council voted to confirm the re-appointment of the following posts:-

Chair - Paul Wheeler (PW)
Vice Chair - Julie Conder (JC)
Councillor – Miki Ellar (ME)
Councillor – Mark Nicholls (MN)
Clerk – Sue Dalgleish (SD)

It was noted that this will be carried out again at the parish meeting in May 2026 prior to the AGM meeting in May 2026.

15. Parking Bollards in Village

The installation of bollards on several areas of grass within the village appears to be effective to prevent damage to the grass. We do however still have problems of random parking on the triangle of grass at the bottom of church lane beside the Orchard which will be monitored.

16. Community Solar System (ME)

ME presented details of a request she had received about a possible community solar system. The concept was discussed by the parish council and it was decided to ask if Greg Toom would be interested in providing further details. The issue of finding a suitable parcel of land for a community scheme was also discussed. ME will talk further with Greg Toom in respect of possibly setting up a group to look into this further.

17. Clerk Role

SD advised that due to family issues she would not be able to continue as parish clerk after May 2026. This would allow the delivery of the annual accounts and the AGM but a new parish clerk will be sought. As this has proved to be difficult in past years, the topic of the rate of pay was discussed as the role is becoming more complex due to the volume of correspondence etc. Currently JC also provides a large level of assistance to the clerk in respect of the finances – for the clerk to fully take over this side of the role as well SD suggested that the number of paid hours should increase. SD also detailed the service provided by CAPALC to employ an interim clerk which will be required if a volunteer to take on the role cannot be found.

It is planned that SD will submit a proposal to the council for the number of hours that could be included in an advert. She will also draft a notice which will be inserted in the October parish magazine to ask for volunteers and detail that if the role is not filled then the parish council will need to employ an interim clerk which can be expensive and will result in an increase in the parish council precept to cover the costs. Once the draft has been authorised by the council it will be passed to ME for submission in the parish magazine.

18. Correspondence

Item 1 - PW detailed a letter of request for assistance with hare coursing preventative bollards that have been installed in the village by The Clears and Irena Hayman. This followed the incursion earlier this year when several vehicles came to the village and drove across fields and left abandoned vehicles behind.

Many in the village were worried by these events and concerned that it could happen again In future. The bollards appear to have prevented further events which is re-assuring.

The parish council has been asked if they would consider making a contribution towards the works which cost £1938.69 in total - the cost was split equally between the two households. It was agreed that a contribution from the parish council of £250.00 would be made to each household towards the cost - total cost too parish council being £500.00.

It was also mentioned that both families have carried out a lot of unpaid works for the good of the village over the years and the parish council wanted to support them with these works as it helps discourage further visits by hare coursers.

Item 2 - The question of ownership of a tree located in a verge within the village has been raised by a resident. It was decided that MN would look into the matter and work with PW to decide upon the next steps to be taken in respect of this request.

19. Invoices Paid and for Approval

Company	Service	Date Paid	Amount	Paid by:
Unity Trust	Bank Service Charge	30 June 2025	6.00	D/D
Signworks Ltd	Aluminium Sign with clerks contact details for play park	17 July 2025	54.00	B/P
One.com	Annual Subscription Fee for Parish one.com account	18 July 2025	184.50	B/P
Wickstead Leisure	New swing seats for play park	28 July 2025	632.77	B/P
Unity Trust	Bank Service Charge	31 July 2025	6.00	D/D
P Wheeler expenses claim	Expenses claim – repair works for swings in play park	18 August 2025	99.72	B/P
P Wheeler expenses claim	Expenses Claim – repair works for swings in play park	18 August 2025	16.57	B/P
Total Energies	Village Street Lighting invoice	19 August 2025	62.67	D/D
James Wakeling	Village Grass Cutting – July and August 2025	28 August 2025	604.50	B/P
P Wheeler expenses claim	Invoice for materials to repair tunnel in village play park	28 August 2025	16.99	B/P

All invoices were agreed for payment.

20. Bi-monthly Report (SD) Appendix B

21 Items for next meeting to be held on 11 November 2025

Appointment of Councillor to be discussed.

22. A.O.B

None

The meeting closed at 9.12pm.

Minutes reference: 20250909

Signed: .....

Date: .....

Appendix A

South Cambridgeshire District Council – Caldecote Ward

(comprises the Parishes of Caldecote, Childerley, Kingston, Bourn, Longstowe & Little Gransden)

Councillor's Monthly Report –September 2025

This report of previous month events is for all the Ward, so please be aware that some of the content may not be relevant to your particular Parish.

General

Please contact me with comments, questions, requests for assistance, reports, suggestions or complaints to do with SCDC services. These are housing need, housing repairs for council tenants, planning, benefits, council tax, bin collection, environmental health issues. Don't fight on your own. I am available to help you to get the best outcome possible for your situation.

Check out articles on my facebook page https://www.facebook.com/itsCouncillorTumi and my blog http://www.TumiHawkins.org.uk. What I post on there is my view and not LibDem or South Cambs official policy unless I state that it is.

Local Government Reorganisation (LGR)

This is still a big ongoing topic as Government wants to replace the current two tiers of local government with single layer unitary authorities. Thank you to all those who responded to the survey that ran from June to July 2025. The responses are being used as input in the business cases being prepared by the Councils for submission to the Government in November 2025. Three preferred options have been identified by the council leaders and the preferred option for us is Option B

- **Proposal A - A North-West/South-East Option**
  Unitary 1: Peterborough City Council, Huntingdonshire and Fenland District Councils - along with County Council functions.
  Unitary 2: Cambridge City Council, East Cambridgeshire and South Cambridgeshire District Councils - along with County Council functions.
- **Proposal B - A North/South Option**
  Unitary 1: Peterborough City Council, East Cambridgeshire, Fenland and Huntingdonshire District Councils - along with County Council functions.
  Unitary 2: Cambridge City Council and South Cambridgeshire District - along with County Council functions.
- **Proposal C - An East/West Option**
  Unitary 1: Peterborough City Council, East Cambridgeshire and Fenland District Councils - along with County Council functions.
  Unitary 2: Cambridge City Council, Huntingdonshire and South Cambridgeshire District Councils- along with County Council functions.

The SCDC FAQ-style webpage for residents is still available at https://www.scambs.gov.uk/local-government-reorganisation. It is updated with news and information as the project progresses.

Planning, Transport and Economic Development

Cambridge Waste Water Treatment Plant (CWWTP) relocation

The Ministry of Housing, Communities, and Local Government (MHCLG) has confirmed that it has withdrawn the £227 million funding from the Housing Infrastructure Fund that had been granted to support the relocation of Anglian Water's CWWTP from the current site on Cowley Road in north east Cambridge to Honeyhill, near Horningsea. This despite the fact that the same Government had granted the Development Consent Order to carry out the works in April 2025.

The decision to withdraw the follows costs of the relocation increasing significantly to nearly £400million because of rising costs of materials and labour and disruption to global supply chains, an increase that MHCLG said was unaffordable.
As a result, Cambridge City Council and Anglian Water's proposals for the new 'Hartree' development on the current site, which would have formed the heart of a proposed new district in North East Cambridge, will not be able to be delivered. The Local Authorities will now be exploring with key stakeholders including the Cambridge Growth Company the future role and opportunities within the North East Cambridge area to deliver the much needed affordable homes that were proposed to be built on the site.

Cambourne to Cambridge Busway
As you know, the Cambourne to Cambridge busway scheme developed by the Greater Cambridge Partnership, is to provide high quality transport from Cambourne through the new Bourn Airfield development, to Cambridge City. The busway is a requirement in the adopted Local Plan 2018 to deliver Bourn Airfield.
The Transport Works Order is now progressing (application for permission to building).The public enquiry where the Government planning inspector will hear all sides from applicant (GCP) to objectors, is starting on Tuesday 16th September 2025 at the Cambridge Belfy in Cambourne.

You can find the timetable and all the submissions on the enquiry website at https://gateleyhamer-pi.com/en-gb/c-to-c/.

Housing
Its been a landmark year of housing achievements in South Cambridgeshire.

Council Homes Energy Efficiency Improvement
Following on from my previous report of South Cambs receiving £8.2 million from Ministry of Housing, Communities and Local Government to improve the energy efficiency of its housing stock, I can report that that funding has increased to £19 million. This will support energy efficiency upgrades for 610 homes across South Cambridgeshire. The remaining funding is being provided through the Council's Housing Revenue Account, which is supported by rental income from tenants.

Affordable Housing Delivery
Other housing team achievements include delivering 58 new council homes for affordable rent, 10 for shared ownership, and 11 for temporary accommodation. In all, 525 affordable homes were built in South Cambs in partnership with housing providers and developers. South Cambs is now building more homes than it is losing through Right to Buy. In addition, the Housing Team achieved a 62% success rate in interventions that prevented homelessness for 278 individuals and families in 2024/25.

Environmental Services Updates

New Greater Cambridge Waste website soft launch
The new website for the Greater Cambridge Shared Waste Service is now available to try out in a "soft launch" from 2nd to 15th September. It has a very user-friendly look and is optimised for both desktop and mobile devices. Residents can switch between the current bins and recycling pages, the Commercial website, and the new site. This gives everyone a chance to try it out and get familiar before the full launch on Wednesday 16 September.
The council would like residents to try it and provide feedback via the online form at https://engage.scambs.gov.uk/en-GB/projects/gcsw-website-feedback-comments/ or by emailing engage@scambs.gov.uk. Please note, the feedback form will close on Monday 15 September.

Just go onto the South Cambs website at https://www.scambs.gov.uk/ and you'll see the launch count down timer and invitation "Visit the new site" at the top of the page. Click on that, pop in your postcode on the new website and you will see information relevant to our area such as bin collection schedule, street cleansing etc. Please give it a go and help us to help you.

Help For Home Energy Improvements
If you are looking to make your house more energy efficient, then have a look at Action on Energy website at https://www.actiononenergycambs.org/. This is a coalition of councils, and provides downloadable Retrofiting Guide, Energy Efficiency Guide. Also signposts the funding sources available like Warm Homes Local Grant, Energy Company Obligation (ECO Scheme) and ECO Flex Scheme, Boiler and Insulation schemes. There's lots there so please have a look.

Community Updates

Upcoming new Climate and Nature Strategy
SCDC will be going out for consultation on the new draft Climate and Nature Strategy 2026-2030 soon. The consultation survey ***will launch on 1 October*** on our online engagement platform - Go Vocal at https://engage.scambs.gov.uk/en-GB/ . We are encouraging as many residents, communities, businesses, and other stakeholders as possible to engage, taking the opportunity to provide feedback to shape the strategy around their needs and aspirations. There will be plenty of opportunity to engage online through the survey or at various in-person events. Please look out for further communications from the Council prior to and on the launch itself.

Community Safety Partnership Meeting
South Cambs neighbourhood team works closely with the Cambridgeshire Police through the Community Safety Partnership. The next community meeting is online on Tuesday 16th September 2025. It is an opportunity to meet your neighbourhood policing team, hear what they have been working on over the past three months, share your concerns and help set the priorities for the coming quarter. If you are interested in joining the meting, send an email titled 'South Cambs' to communitymeeting@cambs.police.uk and you will be sent a Teams invitation.

SCDC Local Climate Action Conference 2025
Advance notice that the South Cambridgeshire District Council's third Local Climate Action Conference is taking place on Friday 17 October 2025, 12-5 pm at Storey's Field Centre, Eddington Ave, Cambridge CB3 1AA. The event is open to parish councillors, community groups, charities, and anyone interested in tackling climate change and enhancing biodiversity. You will also have the opportunity to input into the upcoming SCDC Climate and Nature Strategy 2026-2030. Lunch and refreshments will be provided. If you'd like to attend, please RSVP using this form: https://forms.office.com/e/DKWNNDkxfF

Emergency Alerts test

The government is testing the Emergency Alerts system on Sunday 7 September 2025 at 3:00pm. Compatible mobile phones and tablets will receive an alert, make a loud siren-like sound and vibrate. Individuals will not need to take any action. The Emergency Alerts system is used to warn if there's a danger to life nearby, including extreme weather. Regular testing ensures the system is functioning correctly, should it need to be used in a life-threatening emergency. The message, which will be sent to all 4G and 5G phone networks in the UK, will make clear that this is a test and no further action is required. The test will be the second of its kind and follows a government commitment to test the system regularly to make sure it works optimally and familiarise the public with the alerts. Find out more at gov.uk/alerts.

Anglian Water on Water Shortage

Following the fourth heatwave this year and continued low rainfall, Anglia Water is raising awareness **about the importance of being 'water wise'**.AW have created an on-line toolkit where you can download free materials to get started. Go to https://www.anglianwater.co.uk/help-and-advice/save-water/

The National Drought Group met last week with the current water shortfall situation in England now defined as a "nationally significant incident" following the driest six months (February to July 2025) since 1976. Anglia Water teams are continuing to work around the clock responding to increased demand and leaks and bursts and claim they already have one of the lowest levels of leakage in the industry and aim to bolster that even further by investing £10million into reducing leakage and renewing over 170 km of pipes in the network this year.

Action for Happiness

The Action for Happiness theme for January is at https://www.actionforhappiness.org/calendar - **Self-care September.** The focus is "*Let go of self-criticism and speak to yourself kindly*". Have a look at the daily calendar which has some really good ideas for daily actions.

Casework

Please do feel free to contact me with comments, questions, problems, reports, suggestions or complaints to do with SCDC services. I will help as best I can.

You will find the current and past reports on my blog at https://tumihawkins.org.uk/caldecote-ward/reports/monthly-reports/. Feel free to read, share and/or download.

Tumi

Tumi Hawkins
2 September 2025

Email me @:	tumi@tumihawkins.org.uk
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Kingston Parish Council

Financial report 31 August 2025

N.B. All figures exclude VAT

Item	Budget 2025/26 £	Expenditure YTD £	Budget minus expenditure YTD £	Additional Information
Grass and Hedge cutting - Expenditure	4,125	2,270	1,855	Incl extra verge cuts
Grass and Hedge cutting - Income	(305)	(30)	(275)	Fasnacloich; County Council (o/s £282 inv sent against PO; extra inv £621)
Insurance	308	300	8	
Clerk's salary	984		984	3 months
Grants (section 137)	850		850	Churchyard maintenance
Village Hall upgrade	1,288	644	644	PWLB 1 of 2 tranches paid
Audit fees	105	105	0	no further payments
Village asset maintenance	4,065	1,504	2,561	
Subscriptions	627	201	426	Paid: ICO, one.com; To pay:SLCC; ACRE; Parish Online
Parish Magazine	727		727	
Footpath lighting	99	60	39	
Miscellaneous and expenses	938	60	878	allotments rent paid to SCDC; bank charges
Income other than precept	(716)	(158)	(558)	interest; allotments
Total	**13,095**	**4,956**	**8,139**	

Bank balances	Current account:	415	
	Deposit account:	29,477	
At 31 August 2025		**29,892**	*see below*

Reconciliation of bank balances

Balances brought forward	Current account:	556	
	Deposit account:	20,669	
At 01 April 2025		**21,225**	
Net expenditure as above		(4,956)	
Other items:	Precept income	13,095	
	VAT refund received	884	
	VAT incurred on net expenditure 2025-26	(356)	To be recovered
At 31 August 2025		**29,892**	*As above*

Expenditure approved not yet spent

Land registration	estimate	1,700
Ash and plum tree work	from tree survey	475