Kingston Parish Council (KPC)

Minutes of Meeting Held at 7.30pm on 11th November 2025

Present

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

Meeting commenced at 7.34 pm

1 **Apologies**

Tumi Hawkins (TH) (District Councillor)

2 **Approval of Previous Minutes of Parish Council Meetings**

Minutes from Meeting on 9th September 2025 approved and signed by PW.

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

4 **District Councillor's Report** - Appendix A

Matters Ongoing

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

PW advised that there is a broken drainage pipe in Cranes Lane and a blocked drainage pipe under the road on The Green. We have been advised that before CCTV cameras can be sent to investigate the exact location of both issue the Parish Council needs to contact householders in Cranes Lane to ensure that all drainage ditches are kept clear of leaves and debris.

At the present time most of the areas of the drainage ditch in Cranes Lane have been cleared – there are two areas that still need attention and PW will be contacting householders to arrange for the works to be carried out. He will then contact Highways Department to confirm that all work has been completed and to arrange for a CCTV camera visit to be arranged.

6. **Trees - The Orchard (PW)**

Work has been agreed with Acacia Trees - we are now awaiting planning permission before works can commence. Once planning permission has been granted Acacia will

contact the power network authority to arrange for the electrical supply in the area to be temporarily switched off to allow work to be carried out safely. It is anticipated that the earliest these works can be undertake will be January 2026. Once planning permission has been obtained PW will liaise with Acacia regarding timing so that he can advise residents living close to the Orchard with details of possible disruption to power supplies.

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

Papers have been submitted to the Land Registry Authority - we are still awaiting their consideration and response. The legal bill for this work has been settled for work carried out to date. It is hoped that this will be the final cost but this will depend upon whether the land registry authority has any further questions/comments in respect of the application.

8. Open Spaces Report (MN)

Nothing to report

9. Allotments (SD)

SD reported that the annual renewal papers for all four plots have now been completed and all monies received.

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Matters Arising

10. East West Rail and Bus Service Update (JC)

JC advised that archaeological investigative checks are currently being carried out in respect of the EWR project. Further details in respect of the EWR project will be provided at future parish council meetings.

The parish council then discussed progress of the project and it was mentioned that the next stage of the project appears to be the Statutory Consultation however there is currently a Statutory Consultation Bill going through parliament that may change the procedure for this part of the process.

JC reported that the village bus service appears to be running to plan currently despite the road closure at The Eversdens. The village WhatsApp page has been a very useful tool to allow villagers to report any problems they have had with the bus service. JC is able to use these details to then contact the bus provider for assistance if there is a problem or concern.

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 December and January issues. PW will prepare a draft article and circulate it to councillors for comment.

12. Ditch Clearance Old Farm/Green Leys (PW)

PW confirmed that ditch clearance work has been completed. He also raised the question of whether in future it would be useful to carry out work on the ditches in this area to make them deeper – over time sediment has settled and they are perhaps not as deep as they once were. It is important to have good ditch drainage during times of heavy rain to prevent flooding at some locations within the village. The topic will be re-visited towards the end of 2026.

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13. Community Solar Scheme (ME)

No further action at the current time.

13. Clerk Vacancy Advert (PW/SD)

The parish council discussed how to recruit a new parish clerk. The level of salary for the role along with the cost of using a temporary parish clerk was also discussed. It was agreed that an advert would be placed in the parish magazine December and January issues. PW will prepare a draft advert and circulate it to councillors for comment.

15. Correspondence

15.1 It was decided not to renew the membership of Cambridgeshire ACRE this year.

15.2 PW advised that Kingston is currently 19th in line for a 20MPH speed limit In the village following our recent application – previously we were 56th. We understand that there will be some changes to the scoring system to give additional weighting to villages which have no pavements. When this change has been confirmed and the next application window is open PW will submit Kingston's next application.

15.3 Letter received detailing several topics in the village - PW will meet with the letter's author to discuss the various topics he highlighted and present the council's responses.

15.4 It was decided that the parish council would apply to receive six free trees from South Cambs council. PW will submit the required form.

15.5 Telegraph Pole installation at The White House – the parish council has been approached by residents who were concerned that advance warning was not provided to neighbouring properties when the new telegraph pole was recently installed. PW advised that full planning permission is still awaited for the new house that is going to be built behind The White House – once this has been granted he will approach the developer to ask if the parish council could be given details when major works on site are going to take place so that neighbouring properties can be advised in advance.

15.6 the Parish Council has received notification on increased costs for street lighting in the village.

	To Sept 2025	From Oct 2025	% increase
Daytime unit rate	22.3384p	23.0514p	3.2%
Night time unit rate	22.3383	23.0218p	3.1%
Standing Charge	9.589p	86.0238p	897.1%

The parish council was very concerned by the extremely high increase in the daily standing charge. It was agreed the SD would write to ESPO to raise our concerns and ask for clarification in case an error has been made. SD will report back to councillors once a response has been received.

16. Invoices Paid and for Approval

Company	Service	Date Paid	Amount	Paid by:
Unity Trust	Expenses Claim – tunnel repair playpark	28 August 2025	16.99	B/P
James Wakeling	Village Grass Cutting – July and August 2025	28 August 2025	604.50	B/P
Unity Trust	Bank Service Charge	31 August 2025	6.00	D/D
Total Energies	Village Street Lighting invoice - July 2025	15 September 2025	3.12	B/P
Total Energies	Village Street Lighting Invoice – August 2025	15 September 2025	3.12	B/P
Richardson Tree Surgery Ltd	Tree works in play park	17 September 2025	480.00	B/P
Unity Trust	Bank Service Charge	30 September 2025	6.00	D/D
P Wheeler	Expenses Claim - new notice board for village bus shelter	2 October 2025	48.88	B/P
South Sea Farm	Hare Coursing Prevention Bollard Contribution	7 October 2025	500.00	B/P
Total Energies	Village Street Lighting Invoice – September 2025	10 October 2025	3.02	B/P
Hewitsons LLP	Legal Services for Orchard Land Registry work - invoice dated 25 Sept 2025	10 October 2025	1606.80	B/P
PWLB	Public Works Loan repayment	30 October 2025	643.79	D/D

All invoices were agreed for payment.

17. Bi-monthly Report (jC) Appendix B

The bi-monthly report was discussed. It was also agreed that PW and JC would meet in December to discuss current spending levels and prepare a draft budget document for consideration by the parish council at the January 2026 meeting.

18 Items for next meeting to be held on 13 January 2026

18.1 Budget Approval

18.2 Dates of Parish Council Meetings for 2026 to be advised. APM will be held on 26th May 2026 next year.

18.3 Playpark Activities/Workplan

22. A.O.B

None

The meeting closed at 9.20pm.

Minutes reference: 20251111

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 –November 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)

South Cambs and Cambridge City councils carried out a public joint survey of residents on the proposed unitary options. The joint survey ran from 15 September to 12 October to ask local people for their views and 889 people responded. 40 members of the public attended a focus group and 35 business, voluntary and community sector representatives attended a separate engagement event. More than two thirds of respondents, 69%, supported a new unitary council for Cambridge and South Cambridgeshire, Option B in my previous reports.
The responses have been fed into the proposals being developed by councils, which will be submitted to Government by 28 November 2025. Government ultimately decides what new unitary councils to create and the new councils are expected to operate in a shadow capacity from May 2027 before full implementation in April 2028, known as 'vesting day'. You can see more details on the south cambs website at https://www.scambs.gov.uk/local-government-reorganisation

Planning, Transport and Economic Development

Joint Greater Cambridge Local Plan

The draft Joint Local Plan -the first joint plan for Cambridge and South Cambridgeshire and supporting evidence has recently been published. The plan – "the most important document you have never heard of" - sets out the future land use and planning policies for the area for the period 2024-2045.

The Local Plan identifies the need for new homes and jobs, the services and infrastructure to support them, and guides where this development should happen. A lot of work has been going on for this plan – in fact 4 years ago was when we published the first proposals. It has been informed by several stages of public engagement and working with stakeholders. There is a useful little video to help people understand what the Local Plan is and its importance: What is a Local Plan for Greater Cambridge?

The infrastructure challenges including transport and water provision have delayed getting to this stage. The scrutiny committees of both Councils will now consider the proposed draft plan – for South Cambs this is on Thursday 6th November and you can watch the livestream (if you want to see me answering the questions the committee members have from strategies, to numbers, to policies and everything else! Any recommendations made can then be applied as appropriate to

finalise the draft plan. These are public meetings, and the meeting papers are at https://consultations.greatercambridgeplanning.org/draft-greater-cambridge-local-plan-scrutiny-committee-pack/greater-cambridge-local-plan-scrutiny

The draft plan will then go out to public consultation from 1 December 2025 to 30 Jan 2026, a period of 8 weeks. Preparation of the Local Plan is a statutory requirement for the Councils, and the Joint Local Plan will therefore form an important part of any future plans for our area.

Cambourne to Cambridge Busway

The public enquiry part of the Transport Works Order for the busway started on 16th September 2025 and is still going on. The full program timetable and information is on the enquiry website at https://gateleyhamer-pi.com/en-gb/c-to-c/.
You can watch the video recordings here on the Greater Cambridge Partnership youtube channel at https://www.youtube.com/@GreaterCambridgePartnership/streams.

Message from East West Rail (EWR)

"East West Rail have contacted landowners in the local area to agree archaeological trial trenching licences. This will enable them to carry out important survey work on their land during the development phase of East West Rail. EWR are hosting a drop-in event on Wednesday 5th November in Cambourne Church Centre (Jeavons Lane, Cambourne, CB23 6AF) from 2pm to 7pm for landowners to meet their survey team and ask any questions.

Anglian Water (AW) Fen Reservoir Consultation.

The third phase of AW's non-statutory consultation for the Fens Reservoir DCO Project commenced on 15 October and will run for 8 weeks until 10 December 2025. Full details available on this website https://fensreservoir.co.uk/documents/ .

In summary:
The pipeline runs south of Bluntisham, via Swavesey, to the proposed service reservoir site at Madingley. The pipeline corridor (the area within which the pipeline could be located) is up to 500 metres wide in some places.

The proposed site for the new service reservoir is to the south of Madingley (on the existing Cambridge Water site). It will have an approximate capacity of 30 megalitres (Ml) on a land area of approximately 13 hectares. The key changes since the last consultation are:

- AW have realigned the pipeline corridor between Holywell and Swavesey to avoid existing environmental habitats.
- The pipeline route south of Swavesey has been revised to align with another Anglian Water and Cambridge Water project – the Grafham to Cambridge pipeline. This revised route avoids heritage sites and provides improved access during construction.
- AW have extended the area identified for the service reservoir to include additional land that may be needed for an outfall pipeline connecting the reservoir to the Bin Brook stream.

Anglian Water have planned some public engagement events for those interested in talking to them directly. The closest to us being Bar Hill Village Hall, CB23 8SU on Saturday 8 November from 10am-3pm. Then at Swavesey Memorial Hall, CB24 4QU on Friday 21 November from 1pm-6pm. The full list of events is available at https://fensreservoir.co.uk/consultation/events-and-information/

OxCam Growth Corridor and Cambridge Growth Company
SCDC has cautiously welcomed the Government's announcement that they will invest up to £400 million to help solve some of the challenges that hamper inclusive and sustainable growth in the area. The Government has announced its intention to consult on setting up a centrally led Development Corporation to help plan, manage, and deliver large-scale development projects in Greater Cambridge (South Cambs and Cambridge City).

We have been saying for many years that national intervention on matters such as water supply, wastewater, power, transport and healthcare has been urgently needed, and we have lobbied successive governments for their help in solving these problems.

Like any announcement of this kind, further discussion and details are now needed to understand the Government's intentions and to ensure it also supports local priorities, especially those of village communities.

Both councils will work with Government to ensure decisions on the precise form and purpose that any development corporation takes are shaped and informed by good evidence and input from the democratically elected and accountable leaders for the area. Once more information is known the Government will consult local residents on setting up a development corporation, allowing local voices to be heard.

The Government's announcement included:
- Up to £400 million of initial government funding to kickstart development
- A pledge to increase the supply of affordable homes
- Investment in infrastructure
- Business expansion – with £15 million for the University of Cambridge for a proposed Innovation Hub to create lab space for science start-ups to grow and compete on the global stage.

Housing

Bringing empty homes back into use
A major milestone has been reached in tackling long-term empty homes in South Cambridgeshire, with 75 properties brought back into use in the last three years. Success stems from the District Council's strategic decision to appoint an Empty Homes Officer in 2022 - an initiative that has transformed neglected properties into vibrant homes for new families, eased housing pressures, and revitalised communities across the district. To find out more about our work bringing empty homes back into use visit our webpage.

Governance

Consultation on SCDC's Corporate Plan
South Cambs DC launched a six-week public consultation inviting residents to share their views on the Council's Corporate Plan 2025-2030, which sets out a long-term vision for a fairer, kinder, and greener South Cambridgeshire under five key priorities:

- Healthy and supported communities
- Sustainable homes and vibrant places
- Being green to our core
- Helping businesses to thrive
- Financially secure and fit for the future

SCDC is asking for comments on how these priorities should be delivered in the year ahead, through its *annual* Corporate Action Plan for 2026/27. The consultation will run until the end of

the day on Sunday 16 November. To find out more and take part, please go to the website at www.scambs.gov.uk/consultations

'How are we doing?' survey
SCDC has recently launched a new 'How Are We Doing' Survey to give residents, businesses and other stakeholders the opportunity to provide feedback on the Council's services – both positive and negative – to ensure that we are delivering the best services possible. The feedback received will be reported to the Leadership Team and the appropriate teams.
If you wish to comment, please use the QR code below or follow this link: www.scambs.gov.uk/leave-feedback. Official complaints or service requests should still go through the usual channels.

Community Updates

Six (6) Free Trees
South Cambridgeshire District Council is again inviting parish and town councils to take part in its popular Six Free Trees scheme, which has already helped plant 758 trees in communities since its launch.The initiative offers each parish or town council the opportunity to claim either six small trees (whips) or one large pot-grown tree, with a choice of native species. Trees are delivered along with stakes, ties, and supports to help them establish – all town or parish councils need to do is plant and care for them.

Generally, free trees given out as part of the scheme can be planted on parish land or school grounds, and schools interested in participating are encouraged to contact their parish or town council to apply on their behalf.

The Six Free Trees Scheme has been run by South Cambridgeshire District Council since 2019, making this its fifth year in operation. As a result, some parish or town councils may find they have limited space for more trees. The District Council will therefore also consider providing free trees for other publicly accessible locations that are not on parish or town council or school land. This is subject to permission from the landowner and the District Council's approval.

Postal Voters

If you have had a postal vote in the past, you will have to re-register if you still want one for future elections starting next May. Postal vote applications now expire after a maximum of three years (by the third 31st January after you make your application). The deadline to apply to vote by post, or amend an existing postal vote, is 5pm, 11 working days before polling day. But you can sort it now by applying online at https://www.gov.uk/apply-postal-vote. Or email elections@scambs.gov.uk to ask for a paper form or call 01954 713000.

Cabinet and Town / Parish Council Liaison Meeting 11 November 2025.

A reminder that Cabinet is holding the next liaison meeting for all parish and town councils in the South Cambs District Council Chamber at 6.30 8.30pm on Tuesday 11th November 2025. I would encourage all our parish councils to send representatives to the meeting and take advantage of this

opportunity to hear directly from us about the Emerging Local Plan, Local Government Reorganisation and New Climate & Nature Strategy 2026-30.

Bourn Airfield and Cambourne Community Forum

The next quarterly meeting of this forum meeting is taking place on Wednesday 12 November 2025 at Bourn Quarter, Wellington Way. The Drop is at 5.30pm and the Forum meeting starts at 6pm, chaired by yours truly. It may be possible to join online via Microsoft Teams - link to join the meeting also posted on the forum webpage on south cambs website at https://www.scambs.gov.uk/community-and-people/community-forums/bourn-airfield-and-cambourne-community-forum? The agenda is full – and you will hear from the developers of Bourn Quarter, Bourn Airfield, Cambourne West and East West Rail. I encourage as many to attend as possible to hear first hand to avoid relying on hearsay and ask questions directly.

South Cambs Christmas Market 7th December 2025

For a fourth year running, South Cambridgeshire District Council is hosting an indoor Christmas Market this on Sunday 7 December at Cambourne Village College. The festive extravaganza will have a vast range of goods from independent small businesses and market stallholders. It will open from 11am to 3pm and entry is free.

It's a great opportunity to shop for Christmas gifts and celebrate the spirit of the season whilst supporting local small businesses and the local economy! It is very family friendly so bring the kids along for lots of fun. https://www.scambs.gov.uk/christmas-market

There will be around 100 stalls presenting you with arrays of wonderful gifts , crafts and edible goods. Please use active travel if possible – walk or cycle.

Action for Happiness
The Action for Happiness theme for November is at https://www.actionforhappiness.org/calendar - **New ways November.** The focus is "*Encouraging you to try something new*". 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
3 November 2025

Email me @:	tumi@tumihawkins.org.uk
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LinkedIn	TumiHawkins
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Appendix B

Kingston Parish Council

Financial report 31 October 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)	(312)	7	Fasnacloich; County Council (o/s extra inv £621)
Insurance	308	300	8	no further payments
Clerk's salary	984		984	3 months
Grants (section 137)	850		850	Churchyard maintenance
Village Hall upgrade	1,288	1,288	0	PWLB 2 tranches paid
Audit fees	105	105	0	no further payments
Village asset maintenance	4,065	3,634	431	playground; tree surgery; land regn; noticeboards; ditch clearance
Subscriptions	627	201	426	Paid: ICO, one.com; To pay:SLCC; ACRE; Parish Online
Parish Magazine	727		727	
Footpath lighting	99	69	30	Expect to pay £160 extra
Miscellaneous and expenses	938	572	366	allotments rent paid to SCDC; bank charges; bollards contribn
Income other than precept	(716)	(388)	(328)	interest; allotments
Total	**13,095**	**7,739**	**5,356**	

Bank balances	Current account:	685	
	Deposit account:	25,998	
At 31 October 2025		**26,683**	*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		(7,739)	
Other items:	Precept income	13,095	
	VAT refund received	884	
	VAT incurred on net expenditure 2025-26	(782)	To be recovered
At 31 October 2025		**26,683**	*As above*

Expenditure approved not yet spent

Ash and plum tree work	from tree survey	475
Tree surgery (re power & internet lines)	from tree survey	1,700