

# Kingston Parish Council

## Minutes of Extraordinary Meeting held at 8.00pm on 31 May 2018

James Clear, Chair (JCI)  
Julie Conder (JCo)  
Miki Ellar (ME)  
Katherine Reid (KR)  
Sue Dalglish (SD)  
Peter Stokes, Clerk  
Members of the public: Peter Reynolds, Irene Heyman

### 1. Apologies

1.1. Tumi Hawkins

### 2. 2017/18 accounts

- 2.1. Internal Auditor's report for 2017/18: received and approved.
- 2.2. Annual Governance Statements in the Annual Governance and Accountability Return for 2017/18: the response the first 8 statements were agreed as 'yes'. The response to the 9<sup>th</sup> statement concerning trust funds was agreed as 'N/A'. The statements page was signed by the Chair and the Clerk.
- 2.3. 2017/18 accounts: approved and signed by the Chair and the Clerk.
- 2.4. Accounting Statements in the Annual Governance and Accountability Return for 2017/18: approved and signed by the Chair and the Clerk.
- 2.5. It was agreed the KPC has 'exempt' status for the purposes of the audit and the Certificate of Exemption was signed by the Chair and the Clerk.

### 3. Insurance

3.1. Following the withdrawal of our previous insurers from local government insurance business, it was agreed to take up the offer of cover from BHIB Insurance Brokers.

### 4. Invoices for approval

- 4.1. Valerie Seekings, Internal Audit, £44.45 agreed for payment
- 4.2. BHIB Insurance Brokers, insurance policy, £389.94, agreed for payment

### 5. Developments at Kingston Barns, Bourn Road

- 5.1. The Clerk has been informed by SCDC that following a visit from a Planning Enforcement Officer the landowner has agreed to make a retrospective planning application in an attempt to regularise the situation, in which development has been or is being carried out for which permission has not been granted.
- 5.2. Following his enquiry the Clerk has been informed by SCDC that 'planting is not development' and so does not require planning permission. There was some discussion as to whether this still applied inside a Conservation Area. It was agreed that the Clerk will establish exactly what particular conditions apply within a conservation area that make it different to a normal residential area.
- 5.3. The Clerk will also circulate the Kingston map showing the boundaries of the village and the conservation area.

**6. Planning**

- 6.1. S/1669/18/LD certificate of lawful development for the occupation of 3, Kingston Wood Farm Cottages in non-compliance with Condition 1 of planning permission SC/66/183 (agricultural occupancy condition). Agreed no response required.
- 6.2. S/1778/18/FL new external staircase to double garage at Summerhill, Tinker's Lane: agreed to contact the neighbours to check if they have any issues with this proposal. If not, respond 'Support'. [It was subsequently established that the Warrens do not have any issues and the Clerk has therefore responded 'Support' to SCDC.]

Meeting ended at 21:20.

Next meeting: 10 July 2018

Signed.....

Date.....