



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Annual Meeting of Kingsnorth Parish Council

Held on Tuesday 14th July 2020

Conference Call Via Zoom (Due to Coronavirus Government Guidelines) 7.00pm

Present: Cllr Shelley Barber, Cllr Matthew Bridger, Cllr Geoff Cosgrove (Vice Chair), Cllr Bryan Curtis, Cllr Aline Hicks (Chair), Cllr Patricia Moss, Cllr Stuart Moss, Cllr James Ransley, Cllr Benjamin Townend, Cllr Jim Wedgbury.

Also present: Christine Drury (Assistant Clerk – Finance), Peter Le Rossignol (Parish Manager), Matthew O'Neill (Grounds and Maintenance Supervisor), Marie Russell (Assistant Clerk - Admin) and 10 members of the public.

A minute's silence took place before the start of the meeting for the residents and their families who have lost their lives to Coronavirus during the COVID 19 Pandemic.

1. Election of a Chairman for the next 12 months

Cllr Cosgrove nominated Cllr Hicks for Chairman and Cllr S Moss seconded.

Cllr Curtis nominated Cllr Ransley for Chairman and Cllr M Bridger seconded.

The Parish Manager asked Councillors to vote by show of hands:

Three Councillors voted in favour of Cllr Aline Hicks as Chairman.

Five Councillors voted in favour of Cllr James Ransley as Chairman.

Cllr James Ransley proceeded with the meeting as Chairman of Kingsnorth Parish Council.

2. Election of a Vice Chairman for the next 12 months

Cllr Wedgbury nominated Cllr Bryan Curtis for Vice Chairman and Cllr Bridger seconded.

Cllr Curtis was elected as Vice chairman of the Parish Council.

3. Apologies

PCSO Anne Martin

Borough Councillor Neil Shorter (had tried to access the meeting via the link on the agenda but had been unsuccessful and submitted his apologies at that point via email to Cllr Hicks).

4. Declarations of Interest.

Cllr S Moss is the Chairman for the Kingsnorth Recreation Centre Trustees.

Cllr M Bridger is the Director of the company providing the webhosting and email for the Parish Council.

Public Comments and Observations

A resident spoke on behalf of many other residents from Steeds Lane, Bond Lane, and Stumble Lane on their concerns with the Kingsnorth Green planning application.

- Asked Kingsnorth Parish Council to do everything they could to put pressure on ABC planners.
- No regard was paid to residents' views when they were asked to comment in 2015.
- Concerned about the impact of higher levels of traffic on Steeds Lane, Bond Lane, and Stumble Lane. There are numerous points on each lane where cars cannot pass side by side.
- No active interest or concerns have been given to pedestrians and cyclists.
- Flooding problems have not been taken into consideration.

Cllr Ransley responded to the concerns raised by confirming that Kingsnorth Parish Council are continuing to do their best to engage with Ashford Borough Council.

Action: Parish Manager to arrange a Zoom meeting to further discuss the concerns from residents on the Kingsnorth Green application.

Dr Kelly (Kingsnorth Medical Practice) spoke regarding the proposed relocation of the Medical Practice.

- Currently have more patients than the NHS would recommend for the size of the practice.
- Being in the middle of a floodplain.

- Began speaking with a developer for the Court Lodge development site (Stubbs Cross end of the development) and looked at it in detail. Had also consulted with several other landowners.
- The Medical Practice approached Jarvis homes who had an option to purchase some land halfway up Mill Hill behind Myrtle Court, so the practice looked at the site in detail and felt it would be more preferable than the Court Lodge development because:
 - The practice could remain in Kingsnorth
 - Road infrastructure is already in place
 - Cost effectiveness of the whole project
 - Allow the practice to accommodate the new growth of patients without compromising care to existing patients.
 - Will enable the practice to offer out of hospital care.

Cllr Curtis commented that many Bridgefield Parishioners cannot gain access to Kingsnorth Medical Practice at the moment and asked what reassurance Dr Kelly could give them and how many extra patients they would be able to take on if the practice was to relocate to Mill Hill.

Cllr Curtis also asked if all the new capacity would be used up by the new housing developments and commented that Bridgefield is part of Kingsnorth and he fears that residents will still not be accepted as patients.

Dr Kelly responded that the reason the practice has drawn its boundaries the way it has is to protect the service given to current patients. Dr Kelly added that if the practice were to expand then it would expand the practiced area.

Dr Kelly confirmed that once the practice had the capacity to accommodate Bridgefield it would.

Dr Kelly commented that an online survey was sent via text to all the valid contact numbers (8,000 in total) which the practice holds on their database and received a response from 25% patients.

The full proposed plans for the relocation of Kingsnorth Medical Practice can be found on the Kingsnorth Parish Council website.

Reports from External Parties

a. KCC Councillors' Report.

KCC Councillor Mike Angell submitted his report prior to the meeting. This report was circulated to all Kingsnorth Parish Councillors.

Cllr Ransley noted that Cllr Mike Angell still has grant money to be spent so the Parish Council may be able to identify something to help with the spending of the grant.

b. Ashford Borough Councillors' reports.

Borough Councillors' Heather Hayward and Trish Cornish submitted their newsletters prior to the meeting. These newsletters were circulated to all Kingsnorth Parish Councillors.

Cllr Wedgbury presented his report:

- Has been contacted by many residents regarding the closure of the Stour Centre. The centre will be closing for around 12 months for a complete refurbishment.
- Seen snakes on both Court Lodge and Kingsnorth Green sites and Badgers on the Kingsnorth Green site.

c. PCSO Report.

PCSO Anne Martin's report was circulated to all Kingsnorth Parish Council Councillors prior to the meeting and now available to view on the Kingsnorth Parish Council website.

Cllr Curtis commented on an incident on the bus bridge at Bridgefield where the PCSO had communicated that nobody had been identified. The individual concerned was reported to have been overdressed and it was a very hot day, the shop on Bridgefield had a still image of someone particularly overdressed on their CCTV shortly after the incident but the shop owner wasn't asked for the CCTV footage. Cllr Curtis is concerned that incidents are not being followed through to protect the public.

Cllr Curtis suggested that we invite someone from Ashford Police to explain their protocol for investigating these incidents.

Cllr Townend followed on from Cllr Curtis' comments that there have been similar incidents in Bridgefield where CCTV has been available but not been followed up and he is concerned that residents will lose faith and stop using 101 to report such incidents.

5. 2019/20 Chairman's Report – Cllr A Hicks.

Cllr Hicks had prepared a report which was circulated to all Parish Council Councillors prior to the meeting and now available to view on the Kingsnorth Parish Council website.

Cllr Ransley commended Cllr Hicks on everything she had achieved in her time as Chairman.

6. Approve Minutes of 9th June 2020.

To consider the minutes of the previous meeting and if in order sign as a true record.

ALL THOSE IN FAVOUR - 10

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTION MOVED.

7. Matters arising from the previous minutes (not reported elsewhere).

- Memorial Bench (Roman Ward) has now been installed – Action Completed.
- Policies to be adopted by the Parish Council – to be removed from the Agenda Action Sheet and added to future agendas whenever there is a new policy to be adopted.
- Modifications to the caretaker's van. Quotes have been received from current company. Parish Manager has asked a few questions to which he is awaiting a response. Hopes to have other quotes in place for the next meeting to be held on 11th August.
- Produce a map for the location of new trees which have been planted around the Parish – No new trees have been planted since the last meeting. The trees have been stored and are being watered regularly and will be planted during the recommended timescale.
- Permanent memorial on the Kingsnorth Green – VE Day bench will be located on the Kingsnorth Green, which the owners of the Queen's Head are happy with.

Cllr Cosgrove proposed that this item can now be removed from the agenda action sheet.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 10

ALL THOSE AGAINST - 0

ABSTENTIONS-0

MOTION MOVED.

- Traffic and highway concerns – quotes are being received to place awareness banners / pictures around the Parish. Speedwatch has now restarted and it has now been confirmed that we can have two sites for our speedwatch campaigns.
- Produce a working group structure for when larger planning applications are submitted. Action carried forward.
- Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre. Parish Manager to try to arrange a Zoom meeting.
- Keep Parishioners updated on the results and next steps of the residents' survey – Parish Manager provided Parishioners with updates on the results of the survey. Action completed.
- Grant Application from the Park Farm Playground Project – Parish Manager received a response from Amanda Scott at ABC and the grant has now been paid. Action completed.

8.

Parish Council Monthly Reports

Parish Council Monthly Committee Reports.

To receive update reports from Parish Council Committees and Groups.

a. Staffing Committee – Cllr Curtis

Cllr Curtis confirmed that he would be stepping down as Chairman of the Staffing Committee.

Cllr Curtis reported on the following:

- Recruitment of the Parish Manager.
- Improved procedures and contracts.
- Enhancing the Parish Council within the Community.

Cllr Curtis thanked all staff and wished the new Chairman the best of luck.

b. Finance Committee – Cllr S Moss

Cllr S Moss reported on the following:

- Implementing the grants that have been applied for and put them into priority.
- Form a working group.
- Monthly finance checks.

c. Open Spaces and Pavilion – Cllr Cosgrove

Nothing to report.

Cllr Wedgbury asked if there were any comments on the works which have been undertaken on the Kingsnorth playing fields? Cllr Wedgbury commented that he thought it looks good.

Cllr Ransley commented that he would have liked the proposed works to come to Council before it went ahead but it is an improvement and will be to the benefit of Park Farm Rangers and residents over the coming years.

Cllr Cosgrove responded that he believes the Parish Council fell over procedurally, that everything was all last minute and commented on the two large piles of grass that have been left.

Cllr Townend agreed that there were lessons to be learnt, but a lot of hard work and effort went into improving the pitches which will benefit residents.

Cllr Hicks suggested that the playing fields are properly maintained annually. Cllr Townend agreed with Cllr Hicks and suggested that any equipment needed to maintain the fields should be looked at by the Finance Committee and if feasible purchased so that the Parish Council can carry out the works.

On larger items (over £500) regulations should be followed and approved by either going through the Finance Committee or the full Council

d. Communications – Cllr Bridger

Nothing to report.

e. Community Café – Cllr Townend

Cllr Townend presented his report for the Community Café:

- In the five months of being open (prior to closure due to COVID 19) the Community Café generated over £8,000 income with a surplus of £2,300.
- Parish staff time equates to around £7000 for that period.

Positives

- Held a Macmillan charity event which raised £585.
- We have managed to retain many of the original volunteers and have recruited 3 new volunteers and currently have 9 regular volunteers.
- Opening on set days and times has helped and we have not had to close due to volunteer shortages.
- We have created a community hub for all. We have all ages attending the café from the Knit and Natter Group on a Monday afternoon to Child Minders and school children/parents.
- It increases the positive awareness of the Parish Council with residents.
- It provides the community with a service.
- The Pavilion is being used and is generating an income for the Parish.

Lessons Learned

- Bringing the café under the Parish Council has increased the number of transactions needing to be inputted as part of our accounting procedures.
- Weekly shopping for fresh items such as milk requires Parish Staff time.
- The café is not a profit-making operation and will at times cost money.

The Future

Due to the COVID-19 Pandemic we have not been able to open since March and our loyal volunteers are keen to return. Before we do reopen a full risk, assessment will be carried out and implemented to ensure the safety of our volunteers, staff, and customers.

Initially we would like to ask that the Parish Council agree to the following:

1. A deep clean of the Pavilion takes place in pre-opening for the café or other activities.
2. We reopen for a one-week trial basis in August running 3 days a week 2 – 4pm offer only takeaway drinks and packaged stock (no homemade cakes).
3. The toilets are not open to the public and no one can sit inside the café.
4. Only 2 volunteers each day.
5. No cash payments card payments only.
6. Volunteers are provided with their own PPE (Personal Protective Equipment).
7. That the rent-free period for the café continues until March 2021 due to the closure of the café due to the COVID-19 lockdown.

This trial week will allow us to monitor the processes in place and sell some of the stock we have in place. We can then look to reopen the café fully in September 2020 with any agreed processes in place.

Proposed Changes

Based on the lesson's learned I would like to propose the following to improve the café admin.

1. For the Parish Council to agree to get a credit card for the community café so that the number of purchases and transactions are limited and can be tracked via monthly statements.
2. That volunteers are asked to support with weekly shopping to decrease the staff time spent on shopping.

A conversation took place and it was agreed by all that the financial proposals for the café would not be proposed at this meeting.

Cllr Townend proposed that:

- A deep clean of the Pavilion takes place in pre-opening for the café or other activities.

- Pending a risk assessment, the Community Café will reopen for a one-week trial basis in August running 3 days a week 2 – 4pm offer only takeaway drinks and packaged stock (no homemade cakes).

PROPOSED BY CLLR TOWNEND

SECONDED BY CLLR RANSLEY

ALL THOSE IN FAVOUR - 10

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTION MOVED.

Parish Council Monthly Committee Reports.

a. Village Hall – Cllr Hicks (Trustee of the Village Hall)

Cllr Hicks had received an email from Kent County Councillor Mike Angell who had confirmed that the Village Hall will be reopening on 25th July.

b. Neighbourhood Watch – Cllr P Moss

Cllr P Moss noted thanks to the Parish Councils Grounds and Maintenance Supervisor Matt O'Neill for placing the bench in Knights Park and going above and beyond his duties.

Cllr P Moss reported on the following:

- Continually active Neighbourhood Watch scheme in Roman Ward.
- New keyless cars being broken into and potentially stolen, advice is to keep car key fobs in a metal container to stop this.
- Spoke with some younger residents of Roman Ward and they have given some ideas as to what they would like to see on Knights Park. Cllr P Moss will forward the list onto the Parish Manager and Cllr Ransley.

c. Kingsnorth Recreation Centre – Cllr S Moss

Cllr S Moss reported on the following:

- Slice of Life are preparing to reopen.
- Kingsnorth Recreation Centre Trustees are going to assist Slice of Life with their rent until no later than November to support them with getting back up and running after the COVID 19 pandemic.
- Small maintenance issues in and around the Recreation Centre.
- Closure of the Stour Centre (for refurbishment)

d. KALC – Cllr Hicks and Cllr Cosgrove

Cllr Hicks reported that the Parish Council have received an email from KALC to put comments forward on how we can improve infrastructure in rural areas in the future which they will then send to Central Government.

Cllr Hicks suggested that she drafts a response including the following comments and then circulate to all Parish Councillors for their review and any additional comments:

- Infrastructures before building
- Good Roads
- Reasonable access to services
- Broadband which is essential.

Members of the Parish Council provide any updates they have from their Parish Ward or External meetings they have attended.

Cllr Curtis – Bridgefield Ward

- Bridgefield Snake (pebbles painted by local children and residents as a memorial for those who have lost their lives to Coronavirus). Residents have asked Cllr Curtis if the stones could be embedded within Bridgefield. Following a meeting with Ashford Borough Council, it was confirmed that they had taken over the small park from Taylor Wimpey so now awaiting confirmation from ABC that they are happy for the snake to be embedded as a permanent memorial. The only cost to the Parish Council will be Matt O'Neill's time and the cement.
- Defibrillator to fix to the wall outside of Budgens – Cllr Curtis and the Parish Manager have contacted Ashford Borough Council and Taylor Wimpey. Taylor Wimpey are asking for £1,500 to cover their legal costs which Cllr Curtis commented is horrendous and that Taylor Wimpey should be ashamed. Discussions are now taking place to see if a defibrillator could be fitted within the shop.
- CCTV – Cllr Curtis suggested that the Parish Council agree to obtaining quotes for surveys to plan what the costs would be for the CCTV in Bridgefield and Kestrel Park. Need to establish the cost of the survey before the Parish Council can take any further action.
- Cllr Curtis had a telephone conversation with Taylor Wimpey on the Bridgefield extension:
 - Finn Farm entrance should be completed by May 2021,
 - Brockmans Lane entrance should be complete by 2020,

- foundations have already been laid for 12 houses and the expected build duration for each house is about nine months and they hope to have some completed by April 2021.
- Taylor Wimpey sales suite completed and on site by February 2021.
- Total build time approx. two and a half years.
- Cllr Curtis has been invited to a site meeting so will be able to take a view on what is happening there and keep the residents updated.

Cllr Barber and Cllr Townend – Park Farm North

Cllr Barber reported that Borough Councillor Trish Cornish had been in contact with Cllr Barber and Cllr Townend to ask about the possibility of making the Park Farm snake (pebbles painted by local children and residents as a memorial for those who have lost their lives to Coronavirus). Residents have asked if the stones could be embedded within Park Farm. Cllr Trish Cornish has contacted Ashford Borough Council to see if this would be permitted.

Cllr Townend added that the ongoing works by the Angling Society around the Moat are looking good.

Cllr Ransley brought forward agenda item 14.

Update on Creation of Bridleway linking Kingsnorth and Park Farm

Review current situation with the creation of the Bridleway and return of the £10,000 grant.

Cllr Ransley suggested the £10,000 grant be released back to KCC as construction works are due to begin in two to three weeks on the creation of the bridleway linking Kingsnorth and Park Farm.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR BARBER

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 1

ABSTENTIONS - 0

MOTION MOVED.

9. Financial Matters.

a. June Finance Report

Kingsnorth Parish Council											
PAYMENTS LIST											
Voucher	Code	Date	Bank	Description	Supplier	VAT	Net	VAT	Total		
93	Payroll	01/06/2020	Metro Bank Current a/c	Payroll	Accounts Unlocked	S	30.00	6.00	36.00		
86	Workshop Rates	01/06/2020	NW Current 47793112	Workshop rates	ABC	X	106.00	0.00	106.00		
96	Playing Fields	02/06/2020	Metro Bank Current a/c	Weedkiller	Kennykrafts	S	14.99	3.00	17.99		
87	Workshop Electric	02/06/2020	NW Current 47793112	workshop electricity	Van & Car	X	40.58	0.00	40.58		
88	Staff Training	04/06/2020	NW Current 47793112	training	KALC	S	60.00	12.00	72.00		
97	Capital	04/06/2020	Metro Bank Current a/c	Defibrillator	Defib Store	S	1,945.00	389.00	2,334.00		
85	Van Lease	08/06/2020	NW Current 47793112	Van rental	Leaseplan	S	239.86	47.97	287.83		
94	Telephone and Broadband	08/06/2020	Metro Bank Current a/c	Telephone	BT	S	185.97	37.20	223.17		
95	HR Support	08/06/2020	Metro Bank Current a/c	HR Support	Outset UK	S	143.33	28.67	172.00		
98	Playing Fields	08/06/2020	Metro Bank Current a/c	Weedkiller	Gardeners Dream	S	22.49	4.50	26.99		
99	Capital	08/06/2020	Metro Bank Current a/c	signs	Safety Sign Supplies	S	119.60	23.92	143.52		
84	Workshop Rent	08/06/2020	NW Current 47793112	Workshop lease	Van & Car	Z	398.00	0.00	398.00		
89	Repairs	10/06/2020	NW Current 47793112	Goods	Tradepoint	S	4.22	0.85	5.07		
90	Pavilion Fire Safety & Security	10/06/2020	NW Current 47793112	Pavilion security system	Chubb	X	487.98	0.00	487.98		
91	Repairs	11/06/2020	NW Current 47793112	Pavilion security system	T M Contract Services	S	1,746.00	349.20	2,095.20		
100	Capital	11/06/2020	Metro Bank Current a/c	Tool hire	National Tool Hire	S	25.50	5.10	30.60		
101	Pavilion Maintenance	11/06/2020	Metro Bank Current a/c	Pavilion boiler repair	British Gas	X	765.51	0.00	765.51		
92	Vehicle Fuel	12/06/2020	Metro Bank Current a/c	Van fuel	Fuel Genie	S	97.00	19.40	116.40		
102	Photocopier and Printer	12/06/2020	Metro Bank Current a/c	Printer	Toneriant	S	70.46	14.09	84.55		
105	Repairs	12/06/2020	NW Current 47793112	Maint goods	Tradepoint	S	40.88	8.18	49.06		
106	Repairs	12/06/2020	Metro Bank Current a/c	defib spares	Defib Store	S	95.00	19.00	114.00		
130	Employer Payments	12/06/2020	Metro Bank Current a/c	Pension contributions	NEST	X	313.89	0.00	313.89		
107	Vehicle Fuel	15/06/2020	Metro Bank Current a/c	Van fuel	Fuel Genie	S	0.00	0.00	0.00		
110	Office Supplies, Postage & A	15/06/2020	Metro Bank Current a/c	Zoom fee	Go Cardless	Z	11.99	0.00	11.99		
104	Playing Fields Playgrounds	17/06/2020	NW Current 47793112	playground repair	Wicksteed	S	650.00	130.00	780.00		
103	Employer Payments	17/06/2020	NW Current 47793112	Tax & NI	HMRC	X	1,584.25	0.00	1,584.25		
124	Website	18/06/2020	Metro Bank Current a/c	Website	Whisper Media	X	0.00	0.00	0.00		
108	E-mail	18/06/2020	Metro Bank Current a/c	E-mail Addresses	Whisper Media	Z	6.10	0.00	6.10		
109	Website	18/06/2020	Metro Bank Current a/c	Website	Whisper Media	Z	68.40	0.00	68.40		
125	E-mail	18/06/2020	Metro Bank Current a/c	E-mail Addresses	Whisper Media	Z	0.00	0.00	0.00		
111	Capital	22/06/2020	NW Current 47793112	Goods	Fixings Warehouse	S	7.44	1.49	8.93		
123	Pavilion Waste Collection	22/06/2020	Metro Bank Current a/c	Waste	Biffa	X	137.94	0.00	137.94		
114	Parish Office - Mobile Phone	23/06/2020	NW Current 47793112	Mobile phone	BT	S	13.00	2.60	15.60		
115	Maintenance Mobile Phones	23/06/2020	NW Current 47793112	Mobile phone	BT	S	26.00	5.20	31.20		
112	Community Grants Fund	23/06/2020	NW Current 47793112	Grant	Park Farm Playground Project	X	3,000.00	0.00	3,000.00		
113	Pavilion Gas	23/06/2020	NW Current 47793112	Pavilion Boiler Cover	British Gas	X	57.60	0.00	57.60		
126	Capital	24/06/2020	Metro Bank Current a/c	Headset	Shanzizhihaoxingyuma	S	33.32	6.67	39.99		
127	Office Supplies, Postage & A	24/06/2020	Metro Bank Current a/c	Admin	Agoraphobia Business	S	52.69	10.54	63.23		
116	Repairs	26/06/2020	NW Current 47793112	Goods	Trade UK	S	14.64	2.93	17.57		
122	Capital	26/06/2020	NW Current 47793112	Tools	Tradepoint	S	205.83	41.17	247.00		
128	Capital	26/06/2020	Metro Bank Current a/c	signs	Safety Sign Supplies	S	71.76	14.35	86.11		
117	Salaries	26/06/2020	NW Current 47793112	Salary	Salaries	X	6,122.33	0.00	6,122.33		
129	Bank Charges	30/06/2020	NW Current 47793112	Bank charges	Natwest	X	10.00	0.00	10.00		
							19,025.55	1,183.03	20,208.58		

**Kingsnorth Parish Council
RECEIPTS LIST**

Voucher	Code	Date	Bank	Descriptio	Supplier	VAT Type	Net	VAT	Total
12	Interest	01/06/2020	Metro Bank Reserve a/c	Interest	Metro Bank	X	7.14	0.00	7.14
13	Interest	30/06/2020	NW Reserve 47793368	Interest	Natwest	X	0.07	0.00	0.07
14	Interest	30/06/2020	NW SIBA 47793120	Interest	Natwest	X	2.24	0.00	2.24
							9.45	0.00	9.45

**Kingsnorth Parish Council
BANK ACCOUNTS**

Metro Bank Current a/c	£11,537.23
Metro Bank Reserve a/c	£50,660.97
NW Reserve 47793368	£8,342.41
NW SIBA 47793120	£244,370.54
NW Current 47793112	£100.00
Petty Cash - Cafe	£0.00
Total in Banks	315,011.15
Cash	119.40
GRAND TOTAL (Banks and Cash)	£315,130.55

**Kingsnorth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only**

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
Admin		122.55	123	42,821.00	10,531.85	32,289	32,412
Cafe				10,000.00		10,000	10,000
Capital		829.00		1,000.00	4,246.87	-3,247	-2,418
Communications				7,990.00	223.50	7,767	7,767
Income	280,879.00	128,140.37	-152,739				-152,739
Kingsnorth Green Spaces				51,870.00		51,870	51,870
Maintenance				25,794.00	7,328.93	18,465	18,465
Pavilion				12,276.00	2,842.29	9,434	9,434
Recreation Centre				5,000.00		5,000	5,000
Salaries				119,628.00	24,032.02	95,596	95,596
Section 137				2,500.00		2,500	2,500
Subscriptions				2,000.00		2,000	2,000
NET TOTAL	280,879.00	129,091.92	-151,787	280,879.00	49,205.46	231,674	79,886
Total for ALL Cost Centres		129,091.92			49,205.46		
V.A.T.		0.00			1,943.31		
GROSS TOTAL		129,091.92			51,148.77		

Invoices for payment Approval

Fabrications NorthEast	£
VE Day Bench	780.00
VAT	156.00
Total	936.00
Due date 19.7.20	
P W Judges & Son	£
Pitch Renovations	7710.00
VAT	1542.00
Total	9252.00
£5,000 grant to be recieved from Park Farm Rangers FC	

Councillors note acceptance of the Finance Report

**ALL THOSE IN FAVOUR - 10
MOTION MOVED.**

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

b. To agree list of payments to be made

VE Day Bench - £936

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR TOWNEND

Pitch Renovations - £7,710 (outstanding balance after Park Farm Rangers paid £5,000 from a grant which they had received).

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR TOWNEND

Internal Audit Invoice - £490 (no vote required as under £500)

KALC Annual Membership Fee - £1,515

PROPOSED BY CLLR TOWNEND

SECONDED BY CLLR HICKS

**ALL THOSE IN FAVOUR - 10
MOTIONS MOVED.**

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

c. To review the internal audit report

The audit report was circulated to all Parish Councillors prior to the meeting.

Cllr Curtis and Cllr Barber commended the staff that were involved in the preparation of the Internal Audit.

d. Treasury Policy review

Cllr Ransley suggested that the Treasury Policy be adopted as it is a statutory requirement.

Cllr Hicks asked if item 7 of the report (under Strategy): **Reserves – Should we agree general reserves target e.g. 75-125% of annual budget?** should be decided before the document is adopted. Cllr Ransley agreed and suggested **a collar of between 75 – 125%**, rather than it appearing as a question.

Cllr Ransley proposed that subject to the above amendment, the Treasury Policy be adopted by the Parish Council.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 10

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTIONS MOVED.

20.56 Cllr Ransley asked Councillors if they would be happy to extend the meeting by half an hour. Majority of members agreed but Cllr Wedgbury had to leave the meeting at 21.00

10. Planning Matters.

a. To consider all Planning Applications received.

The Parish office circulated the planning summaries report to all Parish Council Members prior to the meeting.

It was proposed that comments would be discussed and agreed after the meeting via email to give Councillors more time to review the applications.

Comments have now been agreed by Councillors and highlighted below.

Application Number: 20/00755/AS

Address: 4 Redberry Road, Kingsnorth, Ashford, Kent, TN23 3PE

Parish Ward: Park Farm North

Proposal: Single storey rear and side extension

Comments: No Objection

Application Number: 20/00014/GPDE/AS

Address: 7 Greencroft, Kingsnorth, Ashford, Kent, TN23 5LG

Parish Ward: Washford

Proposal: Notification of a larger homes extension - single storey rear extension (depth 4.05m x ridge height 2.80m x eaves height 2.48m)

Comments: No Objection

Application Number: 20/00843/AS

Address: 16 Forum Way, Kingsnorth, Ashford, Kent, TN23 3RJ

Parish Ward: Roman Ward

Proposal: Extension to garage to provide double garage and alteration to boundary wall

Comments: No Objection

Application Number: 20/00835/AS

Address: The Meadows, Ashford Road, Kingsnorth, Ashford, Kent, TN23 3ED

Parish Ward: Kingsnorth Village

Proposal: Erection of a replacement single storey hipped tiled roof front porch with two no. bay windows, garage conversion to habitable accommodation, erection of a rear single storey pitched roof extension

Comments: Support, provided ABC Planning Officers are content with the flood assessment and mitigation.

Application Number: 20/00842/AS

Address: The Barn, Finn Farm Court, Kingsnorth, Ashford, Kent, TN23 3BF

Parish Ward: Park Farm South Ward

Proposal: To fit a vertical boiler flue through garage roof.

Comments: No Objection

Application Number: 20/00860/AS

Address: 8 Ruffets Wood, Kingsnorth, Ashford, Kent, TN23 3QQ

Parish Ward: Park Farm South

Proposal: Front extension to garage and conversion to living accommodation, and erection of rear extension to replace the existing conservatory.

Comments: No Objection

b. To Note Decisions.

Parish Manager and Assistant Clerk (Admin) to circulate the Planning Application Summary Sheet again to all Councillors for their comments which once agreed will be sent to ABC.

c. To consider any Appeals and Enforcement Matters

A summary of Ashford Borough Council Decisions on planning applications discussed in previous meetings was documented.

d. Any other planning matters

Cllr Ransley reported on a meeting which had taken place between himself, Cllr Hicks, and Ashford Borough Council about Section 106. Meeting did not help with identifying what may be available for us to use.

Action: Letter to be sent to Ashford Borough Council to specifically request that they identify everything that is potentially available to the Parish Council.

Cllr Hicks commented that when the Court Lodge application was mentioned it was asked if the Mission Hall could have a carpark. Traffic volumes on Stumble Lane were discussed and a traffic calming system or prohibition was suggested by Cllr Hicks.

Draft Proposal for Kingsnorth Medical Practice on Mill Hill

Cllr Ransley commented that there clearly appears to be a need for a new and larger medical facility due to the amount of development coming forward. The Parish Council needs to consider if Mill Hill is an appropriate location.

A discussion took place between Councillors.

Cllr Ransley summarised Parish Councillors suggestions and comments to say that:

The Parish Council is supportive of additional GP Practice space in the Parish, particularly for the benefit of existing residents that have to travel quite some distance currently but does not believe that this is the appropriate location and would prefer to see it located within allocated development sites.

Cllr Barber and Cllr Townend commented on the method which was used by Kingsnorth Medical Practice to circulate the survey.

Cllr Ransley to include the method of consultation to the above suggested response to the proposal. A draft letter will be drawn up to that affect and circulated to all Parish Councillors for their review and any additional comments.

Cllr P Moss suggested that Parish Councillors attend the next Kingsnorth Medical Practice PPG (Patient Participation Group) meeting to make their comments.

Cllr Ransley suggested that items 10. iii (Agree correspondence on planning application for Kingsnorth Green) and 10. iv (To consider adoption of planning committee terms of reference) on the agenda be deferred until the next meeting due to running out of meeting time.

PROPOSED BY CLLR S MOSS

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR – 10

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTIONS MOVED.

11. Election of Members to the following Parish Council Committees.

Cllr Ransley commented that the Parish Council seem to be struggling with some of the committees to arrange dates for meetings which is partially due to Coronavirus. Cllr Ransley suggested that the Parish Council may wish to trial using the Agenda Action Sheet more and splitting into smaller groups to discuss idea and then bring those ideas to Parish Council meetings. The Parish Council could also consider suspending the other meetings (except for Staffing and the Community Café). Authority would still be with the Parish Council, but things could be developed over email and via smaller Zoom meetings.

Cllr Curtis agreed that something needs to change but recommended that the Staffing Committee be elected at this meeting.

Cllr Ransley asked if Councillors would be happy to trial his suggestion for three months.

PROPOSED BY CLLR S MOSS SECONDED BY CLLR P MOSS

ALL THOSE IN FAVOUR – 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTIONS MOVED.

Parish Manager confirmed that Cllr Wedgbury and Cllr Cosgrove had left the meeting.

a. Staffing Committee

Cllr Townend – Chairman

Cllr Ransley

Cllr Curtis

Cllr Bridger

Cllr P Moss

PROPOSED BY CLLR RANSLEY SECONDED BY CLLR BARBER

ALL THOSE IN FAVOUR – 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTIONS MOVED.

b. Finance – to be reviewed

c. Open Spaces and Pavilion – to be reviewed

d. Communications – to be reviewed

e. Community Café

Cllr Townend

Cllr Bridger

Cllr S Moss

The Parish Manager confirmed that two volunteers from the Café will also be invited to sit on the Community Café Committee.

PROPOSED BY CLLR RANSLEY SECONDED BY CLLR P MOSS

ALL THOSE IN FAVOUR – 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTIONS MOVED.

12. Review and Appointment of Parish Council Representatives to Outside Organisations.

a. Village Hall Committee

Cllr S Moss to represent Kingsnorth Parish Council

PROPOSED BY CLLR RANSLEY SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR – 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTIONS MOVED.

Action: Parish Manager and Cllr Ransley to speak with Kent County Councillor Mike Angell to discuss the Village Hall in more detail.

b. Kingsnorth Recreation Centre Committee

Cllr Ransley to represent Kingsnorth Parish Council

PROPOSED BY CLLR RANSLEY SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR – 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

MOTIONS MOVED.

c. KALC Committee

Cllr Hicks

Cllr Ransley

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR TOWNEND

13. Parish Community Grant Applications

No applications received.

14. Update on Creation of Bridleway linking Kingsnorth and Park Farm

This item was brought forward on the agenda and discussed after item 8.

15. Date of Next Meeting Tuesday 11th August 2020 at 7:00pm

16. Items for the next Agenda

- Community Café Finance (Credit Card, Rent and the future of the Café with the Parish).
- Agree correspondence on planning application for Kingsnorth Green.
- To consider adoption of planning committee terms of reference.

There being no further business, Cllr Ransley closed the meeting at 9.38pm.

Signature: _____

Date: _____