



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 8th September 2020

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

Present: Cllr Shelley Barber, Cllr Patricia Moss, Cllr Stuart Moss, Cllr James Ransley (Chair), Cllr Benjamin Townend, Cllr Jim Wedgbury.

Also, present: Kent County Councillor Mike Angell, Christine Drury (Assistant Clerk – Finance), Borough Councillor Heather Hayward, Peter Le Rossignol (Parish Manager), Matthew O'Neill (Grounds and Maintenance Supervisor), Marie Russell (Assistant Clerk - Admin) and 1 member of the public.

1. Apologies

Cllr Matthew Bridger, Cllr Bryan Curtis (Vice Chair), Cllr Aline Hicks, PCSO Anne Martin.

2. Declarations of Interest

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

Public Comments and Observations

The meeting will be adjourned to allow members of the public to speak. Speakers will be given a maximum of three minutes each to raise issues with the Parish Council.

No requests received from the public.

Verbal reports from external parties

External parties may provide updates which are likely to be of interest to the residents of the Parish and Parish Councillors.

a. PCSO's 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.

b. Ashford Borough Councillors' Reports

Cllr Wedgbury reported on the following for Park Farm South:

- Graffiti in Park Farm.
- New Bridleway coming along well.
- Exceptionally good usage of the Kingsnorth Playing Field.
- Lorry Park.
- Consultation on planning.

Borough Councillor Heather Hayward reported on the following for Roman Ward:

- Parking issues with contractors who are currently working on the main sewer works in Millbank Road.
- Rotten wood in the perimeter and on the steps of the Knights Park Play area.
- Concerns from residents being followed in Knight's Park.

c. KCC Councillors' Reports

Cllr Mike Angell reported on the following:

- Reported on KCC proposal to become a Unitary Authorities.
- New Government housing white paper. KCC are preparing a letter to the Secretary of State.
- Council meeting being held on Thursday 10th September for amendments to budgets.

Cllr Wedgbury asked if there was any update on the motorbikes on the A2070. Cllr Angell responded that it was in the hands of the Police.

Cllr Wedgbury raised concerns about the Unitary Authorities. Cllr Angell apologised that he could not provide an answer.

3. Approve Minutes of 11th August 2020.

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

Cllr Ransley asked all Parish Councillors if were happy for the minutes from the previous meeting to be accepted and signed as a true record. All Councillors agreed.

Motion Moved.

4. Parish Community Grant Applications

- a. To review community grant applications submitted in July 2020.**
- b. To agree / approve / reject applications**

None received.

5. Parish Action Sheet.

- a. To review progress with items on the action sheet.**

The action sheet had been circulated to all Councillors prior to the meeting.

- Modifications to the caretaker's van – Parish Manager asked Councillors if they would be happy to agree that the 2nd Quote is accepted to fix damages to the existing van prior to it being returned to the hire company.

Cllr Ransley proposed that the damages to the existing van be fixed prior to being returned to the hire company.

All Councillors agreed.

Motion Moved.

- Planting of Trees around the Kingsnorth Parish – A new tree has been ordered for the Village Green to replace the existing one. This will be delivered in October.
- Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre – Cllr Ransley and the Parish Manager have requested a meeting with Ashford Borough Council to discuss the Custodian Trustee contract and this has been agreed in principle but awaiting a date.
- Bridgefield Snake becoming a permanent memorial for people who have died from Coronavirus – Action carried forward.
- Bridgefield Defibrillator – Awaiting a response from Cllr Neil Shorter. Action carried forward.
- Bridgefield Park CCTV – still awaiting quotes on the feed to the CCTV. Parish Manager also looking into lower powered cameras so that we would not need the feed.
- Budget for potential projects within the Parish (results of Parish Survey) – An app has been purchased which will allow Councillors to map locations, take photographs and pinpoint things which may be projects or may need dealing with more immediately within the parish.
- Keep Parishioners updated on the results and next steps of the residents' survey – Likely to be mentioned in the Kingsnorth and Shadoxhurst Parish Magazine comment as part of that publication. This item is ongoing.
- Ironworks Lease to be signed – lease has now been signed and returned. Action Completed.
- Meet with Borough Councillors re attendance and working relationship – Cllr Ransley to meet with Cllr Wedgbury. Action carried forward.
- Removal of Grass arisings from football pitches – Parish Manager to find a location and method for disposing of green waste. Action carried forward.
- Letter to Jarvis and Pentland re Surgery - Cllr Ransley circulated the letter to all members to review on Wednesday 12th August 2020 and the letter has now been agreed and sent to Jarvis and Pentland. Action completed.
- Report damaged signage at Magpie Hall / Steeds Lane / Pound Lane crossroads – KCC have carried out some repairs but still some Ashford items waiting to be addressed which members of staff will keep an eye on. Action to be removed.
- Prepare actions required as a result of the Treasury and Investment Strategy adoption i.e. new bank account – Parish Manager has contacted other Ashford Parishes to ask who they bank with and the majority came back with Unity Trust Bank who are also recommended by KALC. Parish Manager has also contacted a second bank in Ashford. Action ongoing.
- Look at training courses on offer for Parish Councillors – Parish Manager has now circulated training details to all Councillors. Action completed.
- Meeting to discuss issues with tenants of housing association properties in Park Farm – Cllr Ransley to speak with Cllr Wedgbury to gain more background information. Action carried forward.
- Arrange meeting with ABC re planning advice for various items – ABC have confirmed that they are happy to have a meeting. Cllr Ransley to prepare paperwork for the meeting. Action ongoing.

Cllr Ransley asked Councillors if there were any items which they would like added to the action sheet for the next meeting:

- Village Hall Trustees Meeting – Parish Manager to offer help with hosting the meeting via Zoom and to also advertise the meeting on Parish noticeboards.

6. Access to Information

a. To consider when draft minutes should be published.

Cllr Ransley suggested that the draft minutes continue to be published on the Kingsnorth Parish Council website after a monthly meeting and then replaced by the approved minutes once signed as a true record. All Councillors agreed.

Motion Moved.

b. To consider if agenda background documents should be published.

Cllr Ransley suggested that some background documents should be published along with the Agenda prior to meetings. All Councillors agreed.

Motion Moved.

c. To receive and consider authorising spending on any requests for equipment to enable Councillors to participate fully in meetings, access documents and carry out their role.

The Parish Manager would like to purchase three laptops which will be loaned to Parish Councillors if they require them to access zoom meetings or to carry out their responsibilities as Parish Councillors.

After a discussion between Cllr S Moss, Cllr Wedgbury, Cllr Townend and Cllr P Moss took place Cllr Ransley proposed that authorisation of a spend up to £1,500.00 for three laptops be agreed but the Parish Manager is to obtain three quotes and finds laptops which do what is necessary at minimal cost. It will then be at the Parish Managers discretion to make those available by loaning them to those Councillors who need them to carry out their responsibilities.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR - 6

ALL THOSE AGAINST - 1

ABSTENTIONS - 0

MOTION MOVED.

7. Introduction on Field Margin new Parish Reporting App.

a. To outline the new app.

b. To provide information to Councillors on using the app.

Parish Manager provided a brief introduction to the Field Margin App providing information to Councillors on how to register and use the app.

Councillors were supportive of Cllr Ransley suggestion.

c. To consider allocating staff time to monthly Parish walk.

Cllr Ransley suggested allocating four hours per month (pro rata) for staff to walk around the Parish, ideally taking a different ward each month to familiarise themselves with any tasks that are remaining in that ward and report anything new on the app.

8. Financial Matters

a. To receive the August Finance Report

29 August 2020 (2020 - 2021)

Kingsnorth Parish Council
BANK ACCOUNTS

Metro Bank Current a/c	£7,426.16
Metro Bank Reserve a/c	£50,665.33
NW Reserve 47793368	£8,142.54
NW SIBA 47793120	£207,288.45
NW Current 47793112	£100.00
Petty Cash - Cafe	£0.00
Total in Banks	273,622.48
Cash	119.40
GRAND TOTAL (Banks and Cash)	£273,741.88

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2020 and 29/08/2020)

Cost Centre Name

Admin		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
17	Travel Expenses	0.00	0.00	0.00	200.00	0.00	200.00
21	Payroll	0.00	0.00	0.00	432.00	150.00	282.00
22	HR Support	0.00	0.00	0.00	2,064.00	1,078.15	985.85
23	Staff Training	0.00	0.00	0.00	2,000.00	270.00	1,730.00
24	Councillor Training	0.00	0.00	0.00	1,500.00	0.00	1,500.00
25	Councillor/Chairman's Allowance	0.00	0.00	0.00	1,700.00	0.00	1,700.00
26	Bank Charges	0.00	0.00	0.00	40.00	10.00	30.00
27	Audit Fees	0.00	0.00	0.00	1,120.00	990.00	130.00
28	Professional Fees	0.00	0.00	0.00	1,000.00	0.00	1,000.00
29	Insurance	0.00	0.00	0.00	3,800.00	0.00	3,800.00
30	Office Supplies, Postage & Admin	0.00	0.00	0.00	1,945.00	557.43	1,387.57
31	Telephone and Broadband	0.00	0.00	122.55	2,500.00	1,066.65	1,555.90
32	Photocopier and Printer	0.00	0.00	0.00	2,500.00	654.28	1,845.72
33	Computer Support and Maintenanc	0.00	0.00	0.00	2,500.00	200.00	2,300.00
34	Account Software	0.00	0.00	0.00	1,000.00	0.00	1,000.00
35	Online HR Platform	0.00	0.00	0.00	150.00	0.00	150.00
36	Parish Office Rent	0.00	0.00	0.00	3,000.00	0.00	3,000.00
37	Parish Office - Mobile Phone	0.00	0.00	0.00	370.00	165.00	205.00
80	Community Grants Fund	0.00	0.00	0.00	10,000.00	7,525.48	2,474.52
81	VE Day Celebration Event	0.00	0.00	0.00	5,000.00	0.00	5,000.00
		£0.00	0.00	£122.55	42,821.00	£12,666.99	30,276.56

Cafe		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
62	Cafe Supplies	0.00	0.00	0.00	10,000.00	142.85	9,857.15
63	Cafe Consumables	0.00	0.00	0.00	0.00	19.16	-19.16
64	Cafe Workwear	0.00	0.00	0.00	0.00	92.19	-92.19
65	Cafe Equipment	0.00	0.00	0.00	0.00	2.04	-2.04
66	Cafe Admin	0.00	0.00	0.00	0.00	46.80	-46.80
72	Cafe Donations	0.00	0.00	0.00	0.00	0.00	0.00
		£0.00	0.00	£0.00	10,000.00	£303.04	9,696.96

Capital		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
39	Capital	0.00	0.00	829.00	1,000.00	5,372.90	-3,543.90
		£0.00	0.00	£829.00	1,000.00	£5,372.90	-3,543.90

Communications		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
19	Website	0.00	0.00	0.00	820.80	342.00	478.80
20	E-mail	0.00	0.00	0.00	73.20	30.50	42.70
78	Advertising and Awareness Camp:	0.00	0.00	0.00	7,096.00	143.59	6,952.41
82	Mapping App	0.00	0.00	0.00	0.00	200.00	-200.00
		£0.00	0.00	£0.00	7,990.00	£716.09	7,273.91

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
1	Precept	0.00	251,990.00	125,995.00	0.00	0.00	-125,995.00
2	Grants	0.00	0.00	0.00	0.00	10,000.00	-10,000.00
3	Support Grant	0.00	3,449.00	2,019.50	0.00	0.00	-1,429.50
4	Concurrent Grant	0.00	590.00	0.00	0.00	0.00	-590.00
5	Interest	0.00	550.00	119.01	0.00	0.00	-430.99
6	Pavilion Hire	0.00	1,000.00	0.00	0.00	0.00	-1,000.00
7	Pavilion Football	0.00	2,000.00	0.00	0.00	0.00	-2,000.00
8	MUGA - School Hire	0.00	1,500.00	0.00	0.00	0.00	-1,500.00
9	MUGA - Casual Hire	0.00	0.00	0.00	0.00	0.00	0.00
10	Maintenance	0.00	1,000.00	0.00	0.00	0.00	-1,000.00
11	Cafe Takings	0.00	13,000.00	119.85	0.00	0.00	-12,880.15
12	Cafe Grants	0.00	0.00	0.00	0.00	0.00	0.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

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Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2020 and 29/08/2020)

Cost Centre Name							
13	VAT Reclaim	0.00	5,800.00	0.00	0.00	0.00	-5,800.00
73	General Admin	0.00	0.00	15.00	0.00	0.00	15.00
		£0.00	280,879.00	£128,268.36	0.00	£10,000.00	-162,610.64
Kingsnorth Green Spaces							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
68	Bridleway	0.00	0.00	0.00	45,000.00	0.00	45,000.00
69	Kingsnorth Green Spaces	0.00	0.00	0.00	6,870.00	0.00	6,870.00
		£0.00	0.00	£0.00	51,870.00	£0.00	51,870.00
Maintenance							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
40	Repairs	0.00	0.00	140.00	0.00	2,074.28	-1,934.28
41	Playing Fields	0.00	0.00	5,000.00	3,500.00	7,765.80	734.20
42	Playing Fields CCTV	0.00	0.00	0.00	4,500.00	750.00	3,750.00
43	Playing Fields Playgrounds	0.00	0.00	0.00	1,000.00	803.00	197.00
44	Van Lease	0.00	0.00	0.00	3,500.00	1,199.30	2,300.70
45	Vehicle Fuel	0.00	0.00	0.00	1,500.00	649.61	850.39
46	Vehicle Tax	0.00	0.00	0.00	50.00	42.00	8.00
47	Maintenance Vehicle Insurance	0.00	0.00	0.00	975.00	903.68	71.32
48	Workshop Rent	0.00	0.00	0.00	4,776.00	1,990.00	2,786.00
49	Workshop Rates	0.00	0.00	0.00	1,308.00	530.76	777.24
50	Workshop Insurance	0.00	0.00	0.00	0.00	0.00	0.00
51	Workshop Electric	0.00	0.00	0.00	250.00	40.58	209.42
52	Maintenance Mobile Phones	0.00	0.00	0.00	185.00	135.35	49.65
53	Maintenance Loose Tools	0.00	0.00	0.00	750.00	216.41	533.59
54	Maintenance Staff Training	0.00	0.00	0.00	1,500.00	146.25	1,353.75
55	MUGA	0.00	0.00	0.00	0.00	51.33	-51.33
71	Clothing	0.00	0.00	0.00	0.00	124.05	-124.05
79	Telephone Boxes Refurbishment	0.00	0.00	0.00	2,000.00	195.30	1,804.70
		£0.00	0.00	£5,140.00	25,794.00	£17,617.70	13,316.30
Pavilion							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
56	Pavilion Gas	0.00	0.00	0.00	2,500.00	180.63	2,319.37
57	Pavilion Electricity	0.00	0.00	0.00	1,000.00	506.52	493.48
58	Pavilion Water	0.00	0.00	0.00	750.00	594.00	156.00
59	Pavilion Fire Safety & Security	0.00	0.00	0.00	750.00	487.98	262.02
60	Pavilion Waste Collection	0.00	0.00	0.00	2,000.00	685.86	1,314.14
61	Pavilion Cleaning	0.00	0.00	0.00	1,750.00	135.00	1,615.00
70	Pavilion Maintenance	0.00	0.00	0.00	526.00	1,665.91	-1,139.91
77	Structural Repairs & Monitoring	0.00	0.00	0.00	3,000.00	0.00	3,000.00
		£0.00	0.00	£0.00	12,276.00	£4,255.90	8,020.10
Recreation Centre							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
67	Contingency/Support	0.00	0.00	0.00	5,000.00	0.00	5,000.00
		£0.00	0.00	£0.00	5,000.00	£0.00	5,000.00
Salaries							
Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
14	Salaries Admin	0.00	0.00	0.00	54,342.00	20,052.81	34,289.19
15	Salaries Maintenance	0.00	0.00	0.00	40,183.00	8,215.75	31,967.25
16	Employer Payments	0.00	0.00	0.00	19,125.00	11,964.71	7,160.29
75	Salary Contingency	0.00	0.00	0.00	5,978.00	0.00	5,978.00
		£0.00	0.00	£0.00	119,628.00	£40,233.27	79,394.73

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

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29 August 2020 (2020 - 2021)

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2020 and 29/08/2020)

Cost Centre Name						
Section 137						
Code	Title	Bal. B/Fwd.	Receipts		Payments	
			Budget	Actual	Budget	Actual
18	Section 137	0.00	0.00	0.00	2,500.00	0.00
		£0.00	0.00	£0.00	2,500.00	£0.00
Subscriptions						
Code	Title	Bal. B/Fwd.	Receipts		Payments	
			Budget	Actual	Budget	Actual
38	Subscriptions	0.00	0.00	0.00	2,000.00	1,826.00
		£0.00	0.00	£0.00	2,000.00	£1,826.00
NET TOTAL		£0.00	280,879.00	£134,359.91	280,879.00	£92,991.89
						41,368.02

**Kingsnorth Parish Council
STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	237,068.00	
Cash in Hand	119.40	
Precept	125,995.00	
Grants		10,000.00
Support Grant	2,019.50	
Concurrent Grant		
Interest	119.01	
Pavilion Hire		
Pavilion Football		
MUGA - School Hire		
MUGA - Casual Hire		
Maintenance		
Cafe Takings	119.85	
Cafe Grants		
VAT Reclaim		
Salaries Admin		20,052.81
Salaries Maintenance		8,215.75
Employer Payments		11,964.71
Travel Expenses		
Section 137		
Website		342.00
E-mail		30.50
Payroll		150.00
HR Support		1,078.15
Staff Training		420.00
Councillor Training		
Councillor/Chairman's Allowance		
Bank Charges		10.00
Audit Fees		990.00
Professional Fees		
Insurance		
Office Supplies, Postage & Admin		557.43
Telephone and Broadband	122.55	1,066.65
Photocopier and Printer		654.28
Computer Support and Maintenance		200.00
Account Software		
Online HR Platform		
Parish Office Rent		
Parish Office - Mobile Phone		165.00
Subscriptions		1,826.00
Capital	829.00	5,372.90
Repairs	140.00	2,074.28
Playing Fields	5,000.00	7,765.80
Playing Fields CCTV		750.00
Playing Fields Playgrounds		803.00
Van Lease		1,199.30
Vehicle Fuel		649.61
Vehicle Tax		42.00
Maintenance Vehicle Insurance		903.68
Workshop Rent		1,990.00
Workshop Rates		530.76
Workshop Insurance		
Workshop Electric		40.58
Maintenance Mobile Phones		135.35
Maintenance Loose Tools		216.41
Maintenance Staff Training		146.25
MUGA		51.33

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31 August 2020 (2020 - 2021)

**Kingsnorth Parish Council
STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Pavilion Gas		180.63
Pavilion Electricity		506.52
Pavilion Water		594.00
Pavilion Fire Safety & Security		487.98
Pavilion Waste Collection		685.86
Pavilion Cleaning		135.00
Cafe Supplies		142.85
Cafe Consumables		19.16
Cafe Workwear		92.19
Cafe Equipment		2.04
Cafe Admin		46.80
Contingency/Support		
Bridleway		
Kingsnorth Green Spaces		
Pavilion Maintenance		1,665.91
Clothing		124.05
Cafe Donations		
General Admin	15.00	
Salary Contingency		
Structural Repairs & Monitoring		
Advertising and Awareness Campaigns		143.59
Telephone Boxes Refurbishment		195.30
Community Grants Fund		7,525.48
VE Day Celebration Event		
Mapping App		200.00
VAT		4,663.54
	134,359.91	97,805.43
Closing Balances:		
Balances in Bank Account		273,622.48
Cash in Hand		119.40
TOTAL	371,547.31	371,547.31

The above statement represents fairly the financial position of the council as at 31 Mar 2021

Signed _____
Responsible Financial Officer

Date _____

b. To review invoices and consider authorising payments.

Scribe Accounts – Accounting Software Annual Fee £876.60

Kingsnorth Church – Annual Grant £1,000.00

Kingsnorth Recreation Centre Trustees – Office Rent (April – September) £1,500.00

Sabre Solutions – New Laptops for Grounds & Maintenance Supervisor £549.00

Cllr Cosgrove commented that the Kingsnorth Church is not a Parish asset and they should apply for a Community Grant Scheme via the application form.

Cllr Wedgbury commented that the Parish Council has made the donation to the Church for twenty years because it benefits the whole community and there are war graves within the church grounds which part of the money helps to look after.

Cllr Townend agreed with Cllr Cosgrove that the Church should follow the same process as others when requesting a Community Grant.

Cllr Ransley asked Councillors if (excluding the Church invoice) they were happy to authorise payment of the invoices. All Councillors agreed.

MOTION MOVED.

Cllr Ransley asked Councillors if they were happy for the Parish Manager to request that the Church apply for the grant following the Community Grant Scheme application process.

ALL THOSE IN FAVOUR - 6 ALL THOSE AGAINST - 0 ABSTENTIONS - 1
MOTION MOVED.

The Parish Manager commented that in the budget from 2019 and 2020 the £1,000 grant was allocated to the s.137 grants.

c. Update on current spend and income compared to budget.

Cllr Ransley invited Cllr S Moss to summarise a budget meeting which had taken place on 2nd September 2020.

Cllr S Moss provided a summary on the following:

- Increasing the Community Grant budget from £10,000 to £20,000.
- Overspend on Capital due to defibrillator and fire alarm costs.
- Payment to Trustees for the Parish Office rent.
- Look at outlets where we can help look after the community to the benefit of residents.
- Cleaning up Pillboxes around the Parish and attaching a plaque explaining why they were used and what they are there for.
- Possibility of upgrading all noticeboards around the Parish.
- CCTV monitoring at Bridgefield Park and Kestrel Park.
- Possibility of taking on a part-time member of staff for litter picking.
- Community Grant projects.

Cllr Ransley added that the budget meeting was an informal meeting so no actions could be taken.

Cllr Ransley commented that the next budget meeting will take place in November (date to be confirmed). Immediate action is to begin looking at the new budget.

Cllr Ransley asked all Councillors to begin thinking what they may want done in their wards.

Cllr Cosgrove commented that he does not think that the Parish Council should rush out and spend money just because it is in the budget.

Cllr S Moss responded that when things are done to benefit the community it is not rushing into it without thinking.

9. Planning Matters

a. To consider all planning application received.

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

Application Number: 20/01043/AS

Address: 58 Smithy Drive, Kingsnorth, Ashford, Kent, TN23 3NS

Parish Ward: Park Farm North Ward

Proposal: Lawful development certificate - proposed - single storey side extension

Comments: NA – Already Determined

Application Number: 20/01130/AS

Address: Braeside Business Park, Ashford Road, Kingsnorth, Ashford, Kent, TN26 1NJ

Parish Ward: Kingsnorth Village

Proposal: Construction of 2no B1 class lock up units

Comments: Support

Application Number: 20/01089/AS

Address: 22 Constantine Road, Kingsnorth, Ashford, Kent, TN23 3PN

Parish Ward: Roman Ward

Proposal: Erection of a rear extension to replace the existing conservatory

Comments: Support

Application Number: 20/01096/AS

Address: 2 Bluebell Road, Kingsnorth, Ashford, Kent, TN23 3NW

Parish Ward: Park Farm South Ward

Proposal: Proposed partial garage conversion, first floor side extension to facilitate ancillary annexe.
Erection of front porch

Comments: The proposal would result in the change from a 4-bed dwelling with 2 garage spaces to a 4 bed with a single garage space and an annex with no garage spaces. We would like a plan to demonstrate the before and after parking position, demonstrating that there is adequate provision, which according to TRA3a) we believe would be 4 parking spaces.

Application Number: 20/01040/AS

Address: 53 Acorn Close, Kingsnorth, Ashford, Kent, TN23 3HR

Parish Ward: Park Farm North Ward

Proposal: Change of use from amenity land to garden land, erection of fence and wildlife enhancements

Comments: Refuse - The proposal is contrary to policies SP1 and SP6 of the Ashford Borough Local Plan 2030 and Central Government Guidance contained in the National Planning Policy Framework, and would therefore be contrary to interests of acknowledged planning importance for the following reason: The change of use of the land and the introduction of a fence in close proximity to the footpath would introduce an urbanised form of development that would be at odds with the rural feel of the Park Farm development. The visual amenity of the locality would be compromised as a result.

Application Number: 20/01122/AS

Address: 1 Southdown Close, Kingsnorth, Ashford, TN25 7AE

Parish Ward: Bridgefield

Proposal: Single Storey Extension

Comments: No objections

Application Number: 20/01129/AS

Address: Stone Cottage, Pound Lane, Kingsnorth, Ashford, TN23 3JE

Parish Ward: Kingsnorth Village

Proposal: Retrospective application to provide a games room and ancillary accommodation to main house (amendment to planning permission reference 17/00115/AS)

Comments: Councillors decided to defer the comments on this application. Circulate to Cllr Hicks and Cllr Cosgrove and formalise it within a week.

b. To note decisions

Cllr Ransley presented the planning applications and decisions were noted.

c. To consider any appeals and enforcement matters

Cllr Ransley commented that he was not aware of any appeals or enforcement matters within the Parish.

d. Any other planning matters.

i. To discuss Parish Comment on the new Government Housing White Paper.

Cllr Ransley reported that KALC have a planning group and they have been meeting to discuss the White Paper and have suggested a comment for Kent Councils.

Cllr Wedgbury commented that the Parish Council should support the comment from KALC.

Cllr Ransley will circulate (when given permission) what KALC are proposing to comment to all Councillors, then if the Parish Council wishes to endorse that they can, or have a note that goes along side that with any particular local issues we would like to raise.

ii. South Ashford Garden Community Consultation event(s).

Cllr Ransley summarised the Ashford Garden Community Consultation event which he had attended and asked Councillors if one member would like to attend any of the events.

Cllr S Moss confirmed that he would like to attend one of the events and Cllr Ransley will attend the other.

10. Motorbikes on the A2070

To receive an update and consider any actions.

Cllr Wedgbury provided an update on the A2070.

- Noise from the motorbikes which is particularly bad at weekends.
- Believes that there should be a campaign to clamp down on this issue.

Cllr Ransley commented that the PCSO report covered some of the action they have been taking. The PCSO mentioned that bikes had been confiscated. At the KALC meeting, which is being held on 10th September, there will be a member of the local police attending so Cllr Ransley will try and raise the issue to see if they will continue to confiscate bikes.

11. Correspondence and written reports from external parties.

To consider correspondence and written reports received by the Parish Council before the publication of this agenda and listed below. Then authorising any action.

a. KALC Ashford Area Committee Meeting Documents

Cllr Ransley had circulated the documents prior to the meeting.

Cllr Ransley asked all Councillors if they were happy for him to be supportive of the KALC Ashford area Committee Meeting document.

All Councillors agreed.

b. Request for information to be inserted into the Church Parish magazine

Cllr Ransley reported that the Parish Council had received a request from the Kingsnorth and Shadoxhurst regarding the Church Parish magazine asking for an entry in the next edition and wanted clarity from Councillor as to whether he, as Chairman should be writing in the magazine or whether it should be the Parish Manager.

Cllr Cosgrove responded that he did not see an issue with the Chairman writing it and the Parish Manager sending it.

All Councillors agreed.

12. Parish Managers Report

The Parish Manager had circulated his report prior to the meeting.

The Parish Manager asked Councillors if they had any comments on the report.

Cllr Ransley asked for an update on the bus stop opposite Stubbs Cross post office.

Parish Manager responded that he was waiting for a response from the contractor to confirm when the works will begin, and Stagecoach have confirmed that they will need a weeks' notice to resume with buses stopping there.

Cllr Ransley added that whilst mapping the Parish boundaries for the new Parish app, it was realised that the bus stop, which the Parish Council owns, is not now within the Kingsnorth Parish since Parish boundaries were re-drawn, it is now within Great Chart.

Cllr Ransley asked if Councillors were happy for the Parish Council to continue maintaining it for the benefit of the residents.

All agreed.

13. Parish Councillors Reports

Members of the Parish Council may provide any updates (*not addressed earlier on the agenda*) they have from their Parish Ward, Internal Committee or External meetings they have attended.

Cllr Townend reported on a letter he had received from the Ashford Angling Society regarding the Moat in Park Farm:

- Water level in the Moat is drastically low.
- Potential risk to fish and other wildlife.
- The Moat has an outlet but not an inlet.
- Silt level is dangerous creating reed rushes.
- Increase in rat population.
- Since lockdown, the Moat has been used by over 2,000 residents.
- Angling Society asking if the Parish Council could help with contacts within Ashford Borough Council.

Cllr Ransley and the Parish Manager will raise the concerns at a meeting with Ashford Borough Council. This item will be added onto the Action Sheet for Cllr Ransley and Cllr Townend.

14. Items for the next Agenda

- Members to come forward with ideas for Christmas lights within their wards.
- Proposals for wildlife or any habitat around the Parish.
- Consider ward projects in preparation for the new budget.

15. Date of Next Meeting Tuesday 13th October 2020 at 7:00pm

There being no further business, Cllr Ransley closed the meeting at 8.45pm.

Signature: _____

Date: _____