



KINGSNORTH PARISH COUNCIL

AGENDA

Parish Manager: Mr Peter Le Rossignol
Kingsnorth Recreation Centre,
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To all Members of the Parish Council.

Notice is hereby given, that the next meeting of the Parish Council is to be held on Tuesday 11th August 2020 starting at 7.00pm via Zoom.

Members of the Public and Press are welcome to attend by clicking the link.

<https://zoom.us/j/97664369942?pwd=OU5NVDUxNmYrU00rT2FjMm92MEduQT09>

Please be aware that Parish Council Meetings are recorded. If you have an issue with this, please contact the Parish Manager

1. To note those, present and receive apologies

Members who cannot attend a meeting shall tender their apologies to the Parish Manager prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for the member's absence shall be accepted.

2. To receive declarations of interest.

Public comments and observations.

(Maximum 15 minutes)

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. If residents wish to speak please contact the Parish manager, on the details at the top of the page, at least 24 hours before the meeting and give an indication of the topic you wish to raise.

Verbal reports from external parties.

(Maximum 15 minutes)

External parties may provide updates which are likely to be of interest to the residents of the Parish and Parish Councillors. If a topic is on the Agenda and the member can stay for that item they may, at the discretion of the Chair, speak on that item later.

- a. [PCSO's Report.](#)
- b. *Ashford Borough Councillor's Reports.*
- c. *KCC Councillor's Report.*

3. Approval of Minutes of Tuesday 14th July 2020.

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

4. Parish community grant applications.

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

5. Kingsnorth Parish projects

To review and agree initial projects to be funded by Kingsnorth Parish Council before March 2021.

- a. To receive quotes for a survey of Bridgefield and Kestrel Parks to establish possible costs / issues with installation of CCTV and authorise any action.
- b. To receive quotes for signage, on the topic of litter and driving, together with a map showing the proposed locations and authorise any action.
- c. To receive costs for mature trees with a map of potential locations and authorise any action
- d. To consider allocation of funds to each ward to deal with a small project, for example around £500 for a bench, and authorise any action.

e. To consider possibility of outside film showing/event in the future.

6. Parish action sheet.

- a. To review progress with items on the action sheet (see appendix A)
- b. Grounds & Maintenance Replacement Vehicle
- c. To assign individuals or groups of individuals for development / progressing items.
- d. To authorise any actions (*Such action will only include expenditure (up to £500) where within a budget, otherwise the action should be a main agenda item for decision*).

7. Financial matters.

- a. To receive the August Finance Report.
- b. To review invoices and consider authorising payment.
- c. To review and consider signing off end of year accounts including approval and signature of the AGAR by Chairman and RFO.
- d. Consider extension of café rent free period.
- e. Consider reallocation of budget to increase community grant funding.

8. Planning matters.

- a. To consider all planning applications received.
- b. To note decisions.
- c. To consider any Appeals and Enforcement Matters.
- d. Any other planning matters.
 - I. To consider submitting updated comment on planning application for Kingsnorth Green.
 - II. To consider adoption of planning committee terms of reference.

9. Form of Parish Council meetings.

To consider if it is appropriate to return to a physical, rather than virtual, meetings at the next Parish meeting.

10. 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.

11. Parish Managers report.

The Parish Manager may provide any updates (*not addressed earlier on the agenda*) on the work of the Parishes Officers since the last meeting.

12. 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.

12. The next or future Agenda(s).

An indicative table showing intended dates for future items is in Appendix B

- a. To add / remove / amend items
- b. To assign Councillors, or others, to the Parish Action Sheet to prepare items for future agenda(s)

13. Date of Next Meeting Tuesday 8th September 2020.



Peter Le Rossignol (Kingsnorth Parish Council Manager)

Appendix A**PARISH ACTION SHEET**

<u>Matter</u>	<u>Reference</u>	<u>Date Added</u>	<u>Who's Responsible</u>	<u>Progress since the last PC meeting</u>	<u>Recommendation & Next Steps</u>
Modifications and Costs for Parish Caretakers Van.	KP1		Parish Manager		Action carried forward.
Litter around the Parish.	KP2		Parish Manager / Communications Committee	Campaign posters, location maps and quotes	Move to being quarterly item on future agendas
Planting of Trees around the Kingsnorth Parish.	KP3		Grounds and Maintenance Supervisor / Parish Manager		Action carried forward.
Traffic and Highway concerns.	KP4		Cllr Bridger	Campaign posters, location maps and quotes	Move to being quarterly item on future agendas
Litter and Speeding Campaign Posters / Banners	KP5		Parish Manager / Admin Clerk	Campaign posters, location maps and quotes	
Produce a working group structure for when larger planning applications are submitted.	KP6		Cllr Ransley	Ready, deferred at last PC due to time constraint	If adopted under item 8 d)II) then delete from action sheet. If not adopted then revise.
Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre.	KP7		Parish Manager and Cllr Hicks.		Action carried forward.
Bridgefield Snake becoming a permanent memorial for people who have died from Coronavirus.	BR1		Parish Manager		
Bridgefield Defibrillator	BR2		Parish Manager		
Bridgefield Park CCTV	BR3		Parish Manager		Email KCC Cllr. Mike Angell providing more information on the Bridgefield CCTV request

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Look at staff time associated with the Café and review prices.	KP8		Parish Manager		Action carried forward. Due to strict COVID 19 regulations this is not possible. Parish Manager to review once possible.
Budget for potential projects within the Parish.	KP9		Cllr S Moss		Action carried forward. Finance Committee meeting to be arranged.
Keep Parishioners updated on the results and next steps of the residents' survey.	KP10		Parish Manager		Action carried forward. Keep up communications with Parishioners re the results and next steps of the survey.
Ironworks Lease to be signed	KP11	July 2020	Parish Manager		Action carried forward. Awaiting hardcopy lease
Meet with Borough Councillors re attendance and working relationship	KP12	July 2020	Cllr Ransley	Met with Cllrs Cornish / Shorter / Hayward Exchanged emails with Cllr Heyes	Action carried forward Meet with Wedgebury / Angel
Removal of Grass arisings from football pitches	KV1	July 2020	Parish Manager		
Meet with residents re Bond Lane etc.	KV2	July 2020	Cllr Ransley		
Letter to Jarvis and Pentland re Surgery	KP13	July 2020	Cllr Ransley		
Report damaged signage at Magpie Hall / Steeds / Pound Lane Crossroads	KV3	July 2020	Cllr Ransley		
Prepare actions required as a result of Treasury and Investment Strategy adoption i.e new bank account	KP14	July 2020	Parish Manager		

Appendix B

Future Agendas

An indicative table showing intended dates for future items. Regularly scheduled items in black with frequency in brackets and other items in blue.

<u>Month</u>	<u>Topics</u>
September	<ul style="list-style-type: none">• Consider purchase of defibrillator for Bridgefield• Receive proposals for wildlife / wildflower enhancement area across the Parish• Receive proposals for Christmas lighting / decoration etc. (annual)
October	<ul style="list-style-type: none">• Receive proposals for signage across the Parish (Walk, Cycle, History, Wildlife, Noticeboards etc.)• Discuss budget items / projects for next financial year (annual)
November	<ul style="list-style-type: none">• Receive update from Cllr Moss on Village Hall, consider further steps• Reconsider litter / traffic safety issues, what action can be taken (quarterly)
December	<ul style="list-style-type: none">• Set the precept (annual)
January	<ul style="list-style-type: none">• Review Treasury and Investment Strategy (annual)
February	<ul style="list-style-type: none">• Reconsider litter / traffic safety issues, what action can be taken (quarterly)
March	
April	

(Add policy document review dates to above)