

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 8th December 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=OU5NUDUxNmYrU00rT2FiMm92MEduQT09>

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 elect a Vice Chairman until May 2021.

3. 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.*

4. Approval of Minutes

- a. [Tuesday 10th November 2020.](#)
- b. [Budget Meeting.](#)

5. Parish community grant applications.

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

6. Parish action sheet.

- a. [To review progress with items on the action sheet \(see appendix A\)](#)
- b. To assign individuals or groups of individuals for development / progressing items
- c. 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. Bridgefield Defibrillator.

- a. To consider and approve purchase of a public access defibrillator for Bridgefield to be placed within the shop.

8. Pavilion Refurbishment.

- a. To consider and approve refurbishment works for the pavilion to be conducted prior to March 2021.

9. Financial matters.

- a. To receive the November Finance Report.
- b. To review invoices and consider authorising payment.
- c. To agreed Parish Council Precept for 2021/22 budget.
- d. To receive external auditors report and review.
- e. Treasury Strategy Decision Regarding Bank Account.

10. 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.
 - a. Court Lodge Section 106 Comment

11. To adopt and approve the following Council Policies.

- a. Data Protection and Privacy Policy.
- b. Safeguarding Policy.

12. Correspondence and written reports from external parties.

- a. To consider correspondence and written reports received by the Parish Council before the publication of this agenda and listed below. Then authorising any action.
- b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.

13. [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.

14. 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.

15. 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)

16. Date of Next Meeting Tuesday 12th January 2021.



Peter Le Rossignol (Kingsnorth Parish Council Manager)

Appendix A

PARISH ACTION SHEET
ACTIONS FROM NOVEMBER MEETING

<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>
Planting of Trees around the Kingsnorth Parish.	KP3		Grounds and Maintenance Supervisor / Parish Manager	The Christmas Tree for the Village Green has been planted and other smaller trees will be planted around the Parish during the next month.	Produce a map of where trees with potentially be planted to send to ABC.
Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre.	KP7		Parish Manager and Cllr Ransley.	Parish Manager / Cllr Ransley to give update	Awaiting a further response from ABC. Seek meeting with Trustees of KRC and Village Hall to discuss.
Bridgefield Snake becoming a permanent memorial for people who have died from Coronavirus.	BR1		Parish Manager	Parish Manager / Cllr Ransley to update on progress	Cllr Ransley to arrange meeting with Borough Councillors and Open Spaces Portfolio holder.
Bridgefield Defibrillator	BR2		Parish Manager / Cllr N Shorter		This Action is to be linked with the above action (Bridgefield Snake) Action carried forward.
Bridgefield Park CCTV	BR3		Parish Manager	Parish Manager to provide an update.	Parish Manager to investigate further.
Keep Parishioners updated on the results and next steps of the residents' survey.	KP10		Parish Manager	Update to be provided once the new Budget has been agreed.	Action carried forward. Ongoing.
Disposal of Green Waste from around the Parish	KP13	July 2020	Parish Manager	Grounds and Maintenance Supervisor to update.	Suitable location for waste to be composted to be identified.

<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>
Prepare actions required as a result of Treasury and Investment Strategy adoption i.e., new bank account	KP15	July 2020	Parish Manager	Parish Manager to provide an update on any potential new bank accounts.	Action carried forward.
Arrange a planning discussion with ABC to discuss CCTV at Bridgefield Park and Kestrel Park, replacement of Parish noticeboards, bus stops in Kingsnorth Village Ward and toilets at the Moat.	KP17	August 2020	Parish Manager / Cllr Ransley	Cllr Ransley to put together documents prior to the meeting.	Action carried forward.
Meeting to discuss issues with tenants of housing association properties in Park Farm	KP19	August 2020	Cllr Ransley	Cllr Ransley to provide update.	More background information to be obtained. Action carried forward.
Website accessibility	KP20	September 2020	Parish Manager	Cllr Bridger to give update.	Action carried forward.
Park Farm Moat Snake	KP21	September 2020	Cllr Ransley	Look at similar ideas to Bridgefield.	This Action will be linked with the Action for the Bridgefield Snake. Awaiting further communication from ABC.
Angling Society / Park Farm Moat	KP22	September 2020	Cllr Ransley	Cllr Ransley to provide an update.	Action carried forward.
Monthly Financial Health checks	KP23	September 2020	Parish Manager	Parish Manager has received 2 options for this to take place.	Merge the 2 options and implement in December 2020

<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>
Court Lodge S106	KP24	October 2020	Cllr Ransley	Cllr Ransley to provide an update.	Draft comment and report back at December's meeting. Parking spaces beside the Mission Hall to be included in document.
Letter to KCC regarding the Old Ashford Road and the former droving route.	KP25	October 2020	Parish Manager	Put together a letter seeking the addition of those to KCC's definitive map of Public Rights of Way.	Cllr Ransley to send off a different form to KCC. Action carried forward.

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>
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) Receive proposals for signage across the Parish (Walk, Cycle, History, Wildlife, Noticeboards etc.)
March	<ul style="list-style-type: none">
April	

(Add policy document review dates to above)