

# **KINGSNORTH PARISH COUNCIL**

## **AGENDA**



**Parish Manager: Mr Peter Le Rossignol**  
**Kingsnorth Recreation Centre,**  
**Field View, Ashford, Kent, TN23 3NZ**  
**Telephone: 01233 502969**

**Email: [manager@kingsnorthparishcouncil.gov.uk](mailto:manager@kingsnorthparishcouncil.gov.uk)**

**Website: [www.kingsnorthparishcouncil.gov.uk](http://www.kingsnorthparishcouncil.gov.uk)**

### **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 13<sup>th</sup> October 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=OU5NUDUxNmYrU00rT2FjMm92MEduQT09>

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 8<sup>th</sup> September 2020.](#)**

To approve 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 September 2020.
- b. To agree/approve/reject applications.
- c. Kingsnorth Church
- d. Kingsnorth Primary PTA

### **5. 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)*

### **6. Parish Appearance**

- a. To agree budget for Kingsnorth Parish Christmas Lights/Decorations.
- b. To agree budget for Kingsnorth Parish Spring Bulb planting scheme.
- c. Information on Government Kickstart Employment Scheme.

**7. Financial matters.**

- a. To receive the September Finance Report.
- b. To review invoices and consider authorising payment.

**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 discuss Parish comment on new government housing white paper.
  - ii. South Ashford Garden Community consultation event(s)
  - iii. Court Lodge S106

**9. Governance**

- a. To review, amend and/or adopt Standing Orders. Consider including a substitution scheme
- b. To consider creating an Appeals Committee and the members for that Committee.
- c. To consider whether the PC wishes to continue the suspension of the Communications, Finance, Open Spaces and Planning committees, currently replaced with greater use of the action sheet, for a further period.
- d. Should any or all committees be reinstated to select the membership for the committee(s)

**10. 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.
  - i. Letter to KCC regarding the Old Ashford Road (near Kingsnorth Surgery)
  - ii. Letter to KCC regarding the former driving route at intersection Chart Rd and Britannia Lane

**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.

**13. 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)

**14. Date of Next Meeting Tuesday 10th November 2020.**

- a. Agree date for Budget Meeting – Week beginning 26<sup>th</sup> October 2020

**CLOSED SESSION**

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**15. Pavilion Security**



Peter Le Rossignol (Kingsnorth Parish Council Manager)

## PARISH ACTION SHEET

### ACTIONS FROM SEPTEMBER 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 &amp; Next Steps</u>
Planting of Trees around the Kingsnorth Parish.	KP3		Grounds and Maintenance Supervisor / Parish Manager	Completed – Cllr Ransley / Parish Manager to give update	Email ABC to set up a meeting for recommendations on where to plant trees within the Parish
Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre.	KP7		Parish Manager and Cllr Ransley.	Completed – Parish Manager to give update	Action carried forward.
Bridgefield Snake becoming a permanent memorial for people who have died from Coronavirus.	BR1		Parish Manager		Chase response from ABC
Bridgefield Defibrillator	BR2		Parish Manager / Cllr N Shorter		Contact Cllr Shorter prior to next meeting for an update
Bridgefield Park CCTV	BR3		Parish Manager	Parish Manager to give update on quotes	Report back with quotes
Budget for potential projects within the Parish.	KP9		Cllr S Moss	Cllr Ransley to give update	Cllr Ransley to report back at next meeting.
Keep Parishioners updated on the results and next steps of the residents' survey.	KP10		Parish Manager		Action carried forward. Ongoing

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 Cllr Wedgbury
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<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 &amp; Next Steps</u>
Disposal of Green Waste from around the Parish	KP13	July 2020	Parish Manager		
Prepare actions required as a result of Treasury and Investment Strategy adoption i.e new bank account	KP15	July 2020	Parish Manager		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 give update	Arrange a planning discussion and report back to Council.
Support the Village Hall Trustees with hosting their meeting via Zoom.	KP18	Sept 2020	Parish Manager	Completed – Parish Manager to give update	Offer support with hosting the Village Hall Trustees meeting via Zoom and advertise on Parish noticeboards.

<b><u>Matter</u></b>	<b><u>Reference</u></b>	<b><u>Date Added</u></b>	<b><u>Who's Responsible</u></b>	<b><u>Progress since the last PC meeting</u></b>	<b><u>Recommendation &amp; Next Steps</u></b>
Purchase of laptop/s which will be loaned to Parish Councillors to enable them to carry out their responsibilities.	KP19	Sept 2020	Parish Manager	Completed	Purchase laptop/s.