



## **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 8<sup>th</sup> September 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 11<sup>th</sup> August 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 August 2020.
- b. To agree/approve/reject applications.

#### **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. Access to information**

- a. To consider when draft minutes should be published.
- b. To consider if agenda background documents should be published.
- 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.

**7. Introduction on Field Margin new Parish Reporting App.**

- a. To outline the new app.
- b. To provide information to councillors on use.
- c. To consider allocating staff time to monthly Parish walk.

**8. Financial matters.**

- a. To receive the August Finance Report.
- b. To review invoices and consider authorising payment.
- c. Update on current spend and income compared to budget.

**9. 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. To discuss Parish comment on new government housing white paper.
  - b. South Ashford Garden Community consultation event(s)

**10. Motorbikes on the A2070**

To receive an update and consider any action

**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
- b. Request for information to be inserted into the church Parish magazine.

**12. 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.

**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.

**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 13th October 2020.**



Peter Le Rossignol (Kingsnorth Parish Council Manager)

## 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 &amp; Next Steps</u>
Modifications and Costs for Parish Caretakers Van.	KP1		Parish Manager	<p>We are currently awaiting a quote for the additional tow bar to be added to the vehicle.</p> <p>The lease company have said that they will not provide a quote to repair the damage to the van before it is returned. Therefore, we are opening ourselves to an additional cost.</p> <p>There is no additional cost for insurance on the new vehicle.</p>	Action carried forward.
Planting of Trees around the Kingsnorth Parish.	KP3		Grounds and Maintenance Supervisor / Parish Manager	The tree for the village green is now on order and we are just awaiting confirmation of delivery date.	Contact ABC as a significant landowner to discuss planting on their land. Planting on KPC land in October / November.
Litter and Speeding Campaign Posters / Banners	KP5		Parish Manager / Admin Clerk	The order has been placed and we have been liaising with ABC re placement of signs in the playgrounds managed by ABC.	Complete
Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre.	KP7		Parish Manager and Cllr Ransley.	Meeting requested and agreed in principle, awaiting date	Confirm date and have meeting.
Bridgefield Snake becoming a permanent memorial for people who have died from Coronavirus.	BR1		Parish Manager	ABC are unlikely to be willing to accept a cemented in the ground approach due to maintenance issues and durability	Get costings for a display cabinet type approach
Bridgefield Defibrillator	BR2		Parish Manager/ Cllr. Neil Shorter	Details provided to Cllr Shorter who is willing to try and approach to Taylor Wimpey	Await update from Cllr Shorter.
Bridgefield Park CCTV	BR3		Parish Manager	Chasing costs for power supply and if there are cameras with lower power draw available which would not require feed but could use, say, solar	Email KCC Cllr. Mike Angell providing more information on the Bridgefield CCTV request

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Budget for potential projects within the Parish.	KP9		Cllr S Moss	Field Margin App identified and to be used to assist in identifying physical projects for review	Cllrs to identify physical projects using Field Margin app, send in any non-physical projects. Identify Cllrs to begin costing and looking at feasibility
Keep Parishioners updated on the results and next steps of the residents' survey.	KP10		Parish Manager		Action carried forward.
Ironworks Lease to be signed	KP11	July 2020	Parish Manager	Lease signed and returned	Complete
Meet with Borough Councillors re attendance and working relationship	KP12	July 2020	Cllr Ransley		Meet with Cllr. Wedgbury
Removal of Grass arisings from football pitches	KV1	July 2020	Parish Manager	Since the last meeting both piles of grass have decreased and due to the lack of local companies to dispose of green waste. I would like to propose that we identify a suitable site to compost our green waste. Use areas by playing field, get quotes to be fenced off.	
Letter to Jarvis and Pentland re Surgery	KP13	July 2020	Cllr Ransley		Action carried forward.
Report damaged signage at Magpie Hall / Steeds / Pound Lane Crossroads	KV3	July 2020	Cllr Ransley	KCC have made some repairs. ABC still to do others. Issue added to app so that parish staff can monitor if works occur.	Complete
Prepare actions required because of Treasury and Investment Strategy adoption i.e. new bank account	KP14	July 2020	Parish Manager	The Parish Manager has contact two banks so far Handelsbanken and Unity Trust Bank regarding the opening of new bank accounts.	Action carried forward.
Look at training courses on offer for Parish Councillors.	KP15	August 2020	Parish Manager	Parish Manager has contacted KALC adviser, no possibility of a KPC only or KPC jointly with another Parish event. Dates not currently available for scheduled events as KALC are updating content for a remote format	Enquire in a few weeks to see if schedule available
Meeting to discuss issues with tenants of housing association properties in Park Farm.	KP16	August 2020	Cllr. Ransley/ Parish Manager		Action carried forward.
Arrange meeting with ABC re planning advice for various items.	KP17	August 2020	Cllr. Ransley/ Parish Manager	Initial enquiry sent, awaiting response	Prepare, have meeting when ABC are available.

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

(Add policy document review dates to above)