

# KINGSNORTH PARISH COUNCIL

## AGENDA



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

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**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 12<sup>th</sup> January 2021 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 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> December 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 December 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. Surgery Field**

To receive information and authorise any action with regards to the land for sale behind Kingsnorth Medical Practice.

**7. Vacant seat.**

- a. To receive an update on whether an election will be held
- b. Should there not be an election to consider filling the vacant seat via co-option
- c. To consider a proposal for the promotion of the vacant seat, process of co-option and decision

**8. Bridgefield and Park Farm snake / dragon.**

- a. To receive an update
- b. To consider authorising expenditure on proposals

**9. Financial matters.**

- a. To receive the December Finance Report Documents.
- b. To review invoices and consider authorising payment.
- c. To receive an update on the proposed new bank account and authorise any action

**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.

**11. 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.

**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.

**14. 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)

**15. Date of Next Meeting Tuesday 9th February 2021.**



Peter Le Rossignol (Kingsnorth Parish Council Manager)

Appendix A

PARISH ACTION SHEET

ACTIONS FROM DECEMBER MEETING

<u>Matter</u>	<u>Ref.</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		Remaining Trees to be planted around the playing fields. Action carried forward.
Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre.	KP7		Parish Manager and Cllr Ransley.	Cllr Ransley to provide any updates	Awaiting a further response from ABC.
Bridgefield Defibrillator	BR2		Parish Manager / Cllr N Shorter	Parish Manager to update on purchase of defibrillator	Parish Manager to contact insurance company to confirm the defibrillator would be covered whilst placed inside Budgens.
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.	Letter to be drafted to go out with the precept. Parish Manager to put together an update on Facebook and the Parish Website which explains the steps taken to address the issues which residents have raised.
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 confirm the opening of the new account which will be reviewed as soon as possible in the future.
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 revise correspondence.

Matter	Ref.	Date Added	Who's Responsible	Progress since the last PC meeting	Recommendation & Next Steps
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.
Bridgefield and Park Farm Snakes	KP21	September 2020	Cllr Ransley	Parish Manger to update.	Parish Manager to confirm receipt of benches and update on how snakes with be attached.
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 January 2020
Court Lodge S106	KP24	October 2020	Cllr Ransley	Cllr Ransley to provide an update.	Cllr Ransley to circulate document to all Councillors and then submit to ABC.
Letter to KCC regarding the Old Ashford Road and the former droving route.	KP25	October 2020	Parish Manager	Cllr Ransley to update.	Cllr Ransley to send KCC any information they require.
Foodbank	KP26	December 2020	Parish Manager		Donation for Fareshare Food Bank.
Help with assisting School Children within the Parish	KP27	December 2020	Parish Manager		Potential meeting to discuss week beginning 18 <sup>th</sup> January 2021./
Kingsnorth Village Hall	KP28	December 2020	Cllr Ransley	(closed).	
Pavilion Refurbishment	KP29	December 2020	Parish Manager		See Parish Managers Report
Future of the conservation fields (between Kings. Village and Park Farm.	KP30	December 2020	Parish Manager / Cllr Ransley		

Potentially add-

- Mowing regime for KCC maintained verges and wildlife
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget
- Speed limit reduction on Steeds Lane.

## 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>
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><li>• Receive review of Christmas displays 2020 and proposals for 2021</li><li>• Receive draft letter to accompany precept</li><li>• Receive locations for benches, sleeper bridges, bird feeders which are 2021/2022 financial year budget items, so this can be shared with ABC</li></ul>
March	<ul style="list-style-type: none"><li>• Receive proposal for security patrols, so this can be shared with ABC</li><li>• Receive proposals for Kingsnorth Pavillion playground play equipment</li><li>• Receive proposal for Washford woodland cleaning work</li></ul>
April	<ul style="list-style-type: none"><li>• Receive proposal for Real Nappies Scheme</li><li>• Receive proposal for habitat planting /works</li></ul>
May	<ul style="list-style-type: none"><li>• Receive proposal for outdoor film show</li><li>• Receive draft of 'Introduction to Kingsnorth' pack content</li></ul>

(Add policy document review dates to above)