

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 Annual Meeting of the Parish Council is to be held on Tuesday 4th May 2021 starting at 7.30pm via Zoom.

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

<https://zoom.us/j/96736292465?pwd=N01CMitiM2k4dDNzYXNneG5BZ3pMdz09>

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

- 1. To Elect a Chair for the next 12 months.**
- 2. To Elect a Vice – Chair for the next 12 months.**
- 3. To review committee structure and appoint councillors to outside bodies/committees.**
 - a. To consider the continuation of current arrangements of all Parish Council committees.
 - b. To appoint councillors to the following outside bodies:
 - i. KALC – (Ashford Area).
 - ii. Kingsnorth Village Hall.
 - iii. Kingsnorth Recreation Centre.

4. 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.

5. 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.*

6. [Approval of Minutes of Tuesday 13th April 2021.](#)

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

7. Parish community grant applications.

- a. To review community grant applications submitted in April 2021.
- b. To agree/approve/reject applications.

8. 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*).

9. Projects.

- a. [Community Film Event - To receive quotes and authorise any action.](#)
- b. Update on site visit with Persimmon Homes on creation of new footpath and authorise any action.
- c. Washford Community Woodland Clearance Update.
- d. Park Farm and Bridgefield Snakes Update.

10. Low Traffic Neighbourhoods.

- a. [Review research on Low Traffic Neighbourhoods provided by Cllr. Hicks](#)

11. Financial matters.

- a. To receive the April Finance Report Documents.
- b. [To review invoices and consider authorising payment.](#)
- c. [To receive an update on the new bank accounts and authorise any action.](#)
- d. To note proposed monthly finance health check procedure.

12. 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.

13. 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.

14. [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.

15. 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.

- a. To receive any updates on the Cloverleaf field and authorise actions (Closed Session)

16. 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).

17. Date of Next Meeting

- a. Provisionally the date will be Tuesday 22nd June COVID restrictions allowing.
- b. To consider temporary delegations and increased spending thresholds, due to the uncertainty regarding the Parish Council's ability to hold physical meetings, to the Parish Manager.



Peter Le Rossignol (Kingsnorth Parish Council Manager)

PARISH ACTION SHEET

ACTIONS FROM APRIL 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 & Next Steps</u>
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 response from ABC. Legal team are busy.
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 sent revised correspondence to ABC. Meeting held on 29 th March.	Meeting was cancelled by ABC. Cllr Ransley to try and rearrange.
Bridgefield and Park Farm Snakes	KP21	September 2020	Cllr Ransley	Parish Manger to update.	Deferred to May meeting. Item to be discuss with Cllr Cornish and residents before any decisions are made.
Angling Society / Park Farm Moat	KP22	September 2020	Cllr Ransley / Parish Manager	Parish Manager to action survey.	Cllr Ransley will try to organise another meeting with ABC.
Kingsnorth Village Hall	KP28	December 2020	Cllr Ransley	(closed).	
Future of the conservation fields (between Kings. Village and Park Farm.	KP30	December 2020	Parish Manager / Cllr Ransley	Consultation with residents.	Virtual meeting took place on 12 th April. Next meeting to be advertised on Social Media prior to meeting.
Mowing regime for KCC maintained verges and wildlife	KP31	January 2021	Parish Manager / Cllr Ransley	No progress	Cllr Ransley will research this more and report back at May meeting.
Contact landowners regarding potential footpath route(s) in 2021/2022 budget	KP32	January 2021	Parish Manager / Cllr Ransley	Parish Manager to update on any developments since April meeting.	
Publishing of Parish Council recording on YouTube	KP33	February 2021	Cllr Bridger	Policy for YouTube to be produced for April Meeting.	Policy now adopted (on the condition of the last bullet point being removed. Cllr Bridger to confirm amendment.
Possibility of the Parish Council purchasing a flagpole.	KP34	February 2021	Parish Manager	Parish Manager to report on progress	A discussion with ABC is take place before decision is made by Councillors.

<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 & Next Steps</u>
Look at Litter picking on highways.	KP35	February 2021	Parish Manager	Parish Manager to update.	Parish Manager to work on this with KCC and Highways England.
Signage for the Community Café.	KP36	April 2021	Parish Manager	Parish Manager to update.	
Budget Items to be discussed	KP37	April 2021	Parish Manager / Cllr Ransley		
Research Low Traffic Neighbourhoods.	KP38	April 2021	Cllr Hicks	Cllr Hicks to report on research.	
Look at planting of flowers around the Parish.	KP39	April 2021	Parish Manger	Parish Manger to update.	

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>
June	<ul style="list-style-type: none"> Receive proposals for Kingsnorth Pavilion playground play equipment. Receive proposal for Washford woodland cleaning work. Receive proposal for Real Nappies Scheme. Receive proposal for habitat planting /works.
July	<ul style="list-style-type: none"> Receive proposal for security patrols, so this can be shared with ABC.
August	<ul style="list-style-type: none"> Receive draft of 'Introduction to Kingsnorth' pack content.
September	<ul style="list-style-type: none"> Harvest service. Purchase trees and agree planting of trees in the Parish.
October	

(Add policy document review dates to above)