



**KINGSNORTH PARISH COUNCIL**  
**Approved Minutes of the Meeting of Kingsnorth Parish Council**

**Held on Tuesday 9<sup>th</sup> March 2021.**

**Conference Call Via Zoom (Due to Coronavirus Government Guidelines) 7.00pm**

**Present:** Cllr Shelley Barber, Cllr Matthew Bridger, Cllr Geoff Cosgrove, Cllr Aline Hicks, Cllr Patricia Moss, Cllr Stuart Moss, Cllr James Ransley (Chair), Cllr Benjamin Townend (Vice Chair), Cllr Jim Wedgbury.

**Also, present:** Cllr Mike Angell (Kent County Council), Christine Drury (Assistant Clerk – Finance), Peter Le Rossignol (Parish Manager), PCSO Anne Martin, Matt O'Neill (Grounds and Maintenance Supervisor), Marie Russell (Assistant Clerk – Admin), 7 members of the public observed the meeting.

**1. Apologies.**

Borough Councillor Heather Hayward, Borough Councillor Tina Heyes, Borough Councillor Neil Shorter, Borough Councillor Trish Cornish.

PCSO Anne Martin's full report was circulated to all Kingsnorth Parish Council Councillors prior to the meeting.

PCSO Anne Martin reported on the following:

- Catapults are the main issue in and around the Parish.
- Cloverleaf update.

Cllr Ransley asked about the 'Knife Bin scheme'. PCSO Anne Martin responded that There is one in the town by the tank. Cllr Ransley asked PCSO Anne Martin if she could provide him with more information on the Knife Bins.

Cllr Ransley thanked PCSO Anne Martin for taking the time to join the meeting.

**2. Co-option to Kingsnorth Parish Council for Bridgefield Ward.**

- a. Candidates to present to Parish Council what they hope to achieve as a Parish Councillor for Bridgefield Ward.**
- b. Questions to and from candidates, discussion on candidates.**
- c. Vote on co-option to Kingsnorth Parish Council.**

Cllr Ransley suggested that:

- Candidates will be invited to speak for up to six minutes in public.
- Councillors may then discuss what they are looking for in the role.
- Move to votes. The candidate with the least votes will be removed from subsequent votes until one candidate is remaining.

Cllr Ransley asked all Councillors if they were happy with the procedure. No objections or alternative suggestions were raised.

Each candidate was given up to six minutes to speak.

Alison Breese

Gary Harrison (application was withdrawn prior to the meeting)

Kumar Gaurav

Philip Rickard

Maria Olukova

Cllr Ransley asked Councillors if they had any questions for the candidates after each of them had spoken.

Cllr Wedgbury commented that each of the candidates have fantastic skills and qualities which would all be a great advantage to the Parish Council. Cllr Wedgbury asked all candidates if they were not selected to become Co-opted for Bridgefield Ward, would they still be interested in assisting the Parish Council in a different capacity.

All candidates responded that they would be happy to assist the Parish Council in a different capacity.

Cllr Hicks commented that she endorsed what Cllr Wedgbury had said about all candidates. Cllr Hicks asked Maria Olukova if she had any experience with planning. Maria Olukova responded that she had not but would be very willing to learn that new skill set.

Cllr Ransley asked all Council members if they would like a group discussion or if they would like to move straight to votes. All Councillors were happy to move to a vote.

Cllr Ransley made clear the vote procedure to all Councillors.

#### **1<sup>st</sup> Round Vote**

Alison Breese – 3 Votes  
Kumar Gaurav – 3 Votes  
Philip Rickard – 1 Vote  
Maria Olukova – 2 Votes

#### **2<sup>nd</sup> Round Vote**

Alison Breese – 3 Votes  
Kumar Gaurav – 4 Votes  
Maria Olukova – 2 Votes

#### **3<sup>rd</sup> Round Vote**

Alison Breese – 3 Votes  
Kumar Gaurav – 6 Votes

Cllr Ransley then invited all Councillors to vote to confirm if they wish to fill the Bridgefield vacant seat with Kumar Gaurav.

**ALL THOSE IN FAVOUR - 9**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

Cllr Ransley thanked all candidates.

### **3. Declarations of Interest.**

Cllr Bridger is the Director of the company providing the webhosting and email for the Parish Council and is also an applicant on one of the Grant applications to be discussed during this meeting. Cllr Bridger sought legal advice and confirmed he can comment on the application but not vote.

Cllr Hicks is a Trustee of Kingsnorth Village Hall.

Cllr S Moss is Chairman of the Kingsnorth Recreation Centre Trustees.

### **Public Comments and Observations**

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.

A member of the public introduced himself to the Council members.

### **Verbal reports from external parties.**

External parties may provide updates which are likely to be of interest to the residents of the Parish and Parish Councillors.

- a. **PCSO's Report** (this was moved to the top of the agenda to allow the PCSO to return to work as promptly as possible).

- b. **Ashford Borough Councillors' Reports**

Cllr Tina Heyes submitted a written report prior to the meeting which was circulated to all Councillors.

Cllr Heather Hayward submitted a written report prior to the meeting which was circulated to all Councillors.

Cllr Wedgbury reported on the following:

- Council Tax was agreed, 2.99% increase.
- His disappointment that members of the Borough Council did not vote to ensure that the 'Buffer Zone' was protected from perpetuity for development in Kingsnorth.
- Lorry Park and Border facilities are going very well.
- Lots of people have been employed for the Border facilities, they are long term good quality jobs which is a benefit for Ashford.

### **KCC Councillors' Reports**

Cllr Mike Angell reported on the following:

- Census 2021
- Stodmarsh

### **4. Approval of Minutes of Tuesday 9<sup>th</sup> February 2021.**

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

Cllr Ransley proposed that the public minutes be signed as a true record.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR BRIDGER**

**ALL THOSE IN FAVOUR - 9**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 1**

**Motion moved.**

## 5. Parish Community Grant Applications.

### a. To review community grant applications submitted in September 2020.

#### i. Kingsnorth Church Community Group

#### ii. Bauhaus Café CIC

### b. To agree / approve / reject applications.

#### **Kingsnorth Church Community Group**

##### **Summary of aims and objectives.**

To provide entertainment and activities for children, families and older people, primarily resident in Kingsnorth parish.

##### **Purpose for which the grant is required.**

To provide treat bags for all school staff – teachers, teaching assistants, and support staff at Kingsnorth C of E primary school.

Each bag to contain chocolates, biscuits, toiletries, and a drink.

A thank you card, designed by school pupils, will be included.

Each card will have a handwritten message, thanking staff for their hard work, and acknowledging the support of the parish council and the church in this joint endeavour.

Each bag will cost approximately £3.50.

There are sixty members of staff.

**Total Cost of Project £210.00.**

**Amount of Grant requested: £210.00.**

Cllr Ransley commented that after reading the Parish Councils Policy, this may be more appropriately funded by the Parents Association than the Parish Council but added the intentions are good.

Cllr Ransley proposed that the Grant Application is refused.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 10**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

#### **Bauhaus Café CIC**

##### **Summary of aims and objectives.**

Bauhaus Café & Art Gallery is a community pop up Café and art collective organised and delivered by a group of young creatives and entrepreneurial individuals of all disciplines in Kent who work together collaboratively to create high quality educational and artistic opportunities for the residents of the county.

##### **Purpose for which the grant is required.**

Bauhaus Café CIC would like to deliver online art and creative writing courses to 40 residents of Kingsnorth.

Workshops will be delivered for 16 weeks, twice a week every 8 weeks to two groups of 10 participants per session via Zoom. Before the start of the course a kit will be delivered to the participants with all the materials needed for the workshops. Professional tutors will then contact the participants with instructions on joining zoom for the workshops.

8 weeks x 3 hrs per session totals x 4 8-week sessions totalling 96 hours.

96 teaching hours at £30 totalling £2880

Art and writing materials for 40 participants at £50 per person £2000.

Bauhaus Café will cover for all admin costs and volunteer expenses (graphic designers, marketing volunteers, etc) for the project as well as the final party.

Although our organisation has extensive experience delivering workshops and courses, we have not previously delivered intense workshops online. This will enable us to learn from our experience of using online platforms to teach and empower those who are less able to fully participate in society due to their circumstances. Previous workshops have shown us that, through our creative workshops, we are not only able to help create friendships but are also able to signpost individuals to other organisations and services available to them, including volunteering opportunities in the community and other workshops and courses.

**Total Cost of Project £5,500.00.**

**Amount of Grant requested: £4,880.00.**

Cllr Townend proposed that the grant application be deferred to next month's meeting (13<sup>th</sup> April) to allow the applicant of the grant to attend and answer questions and concerns that have been raised by Councillors.

**PROPOSED BY CLLR TOWNEND**

**SECONDED BY CLLR WEDGBURY**

**ALL THOSE IN FAVOUR – 8**

**ALL THOSE AGAINST - 1**

**ABSTENTIONS - 1**

**Motion moved.**

## 6. Parish Action Sheet.

- a. To review progress with items on the action sheet.
- 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).

The action sheet had been circulated to all Councillors prior to the meeting.

- Planting of Trees around the Kingsnorth Parish – Action carried forward.
- Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre – Cllr Ransley suggested that the Parish Council could consider sending a bulletin (quarterly) to ABC with the items they are trying to progress and where we could highlight to the leader of the council and the cabinet where we could use assistance on progressing items. Cllr Ransley and the Parish Manager to try and make contact again. Action carried forward.
- Update on the Residents Survey – Cllr Ransley reported that the precept letter is going out and should arrive with residents this week which covers some issues which were raised last Summer. 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 - Cllr Ransley reported that there is still not progress on this action. Action carried forward.
- Bridgefield & Park Farm Moat Snakes becoming a permanent memorial for people who have died from Coronavirus – Quotes have now been received, now in a position to move forward with this action. Action carried forward.
- Angling Society/Park Farm Moat – This action will be discussed as part of the main agenda under item 7c. Action carried forward.
- Monthly Financial Health Check – Cllr Ransley confirmed that a trial with the Finance Clerk has now been carried out. Questions that Cllr Ransley had asked of the Finance Clerk were that she show Cllr Ransley the log in to the bank accounts and share the screen so that those could be seen – Cllr Ransley reported to all Councillors that the balances were there, and he was happy with those. Randomly sampled some of the invoices to check that they looked legitimate, and the amounts matched up which they did. Asked to see larger invoices which Cllr Ransley had been sent in advance and authorised. The health check took around 20 minutes. Action completed.
- Kingsnorth Village Hall – This action was previously discussed in a closed session and Cllr Ransley confirmed that an update will also be discussed in a closed session after the main meeting is closed to members of the public, Ashford Borough Councillors, KCC Councillor and Parish Office staff, excluding the Parish Manager.
- Pavilion refurbishment – The Grounds and Maintenance Supervisor had provided a video on the new look pavilion.
- Future of the Conservation Fields (between Kingsnorth Village and Park Farm) – Cllr Ransley reported that this was included within the Precept letter to be sent to residents with their Council Tax bills.
- Mowing regime for KCC maintained verges and wildlife – No progress. Action carried forward.
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget – Parish Manager has contacted Persimmon. Action carried forward.
- Publishing of Parish Council recordings on YouTube – Cllr Bridger has produced a policy which will come onto the main agenda for the next meeting. Action carried forward.
- Purchase of a Flagpole to be placed within the Parish, suggest by Cllr Mike Angell (KCC). This action will be discussed as part of the main Agenda under item 7a.
- litter picking on the highways – Cllr Ransley has spoken with KALC (Kent Association of Local Councils) and will contact KCC and Kent Highways regarding litter picking on the highways. This will come back as an Agenda item in the future.
- Signpost / road sign health check – Cllr Ransley commented that all road name signposts are ABC, and any speed / junction signs are KCC or highway England if it is on the strategic network. Parish Manager has shared information on how to report the signs. Action completed.

Cllr Cosgrove reported that the roadworks at the end of Magpie Hall Road are starting on 15<sup>th</sup> March for 7 nights, which should solve the issue of the Magpie Hall Road sign. Of interest are the two road name plates at the bottom of Long Length which have both been replaced by local advertising. Cllr Ransley responded that he will look at those.

Cllr Ransley asked all Councillors if they had any actions which they would like to add to the Action Sheet. None added.

Parish Manager showed the video which the Grounds and Maintenance Supervisor had put together of his works on the Pavilion. All Councillors voiced their thanks for all his hard work.

## 7. Open Spaces Projects

### a. To consider the principle of Purchase and install flagpole in Parish.

A quote has been obtained for cost of the flagpole, planning permission and the actual flag. Cllr Bridger proposed that a budget of up to £1,500.00 be agreed and that a planning application should be started. Options on the location of the flagpole to come back to the next Parish Council meeting.

**PROPOSED BY CLLR BRIDGER**

**SECONDED BY CLLR COSGROVE**

**ALL THOSE IN FAVOUR - 10**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

### b. Review and update re Christmas Lights

A report had been circulated to all Councillors prior to the meeting by the Assistant Clerk (Admin) outlining an overview on the Christmas lights around the Parish and potential improvements and new ideas for Christmas 2021. Christmas 2021 will come back as an agenda item later in the year.

### c. To consider the survey of fish and silt at the Moat.

Cllr Ransley reported that the Parish Manager is seeking permission to authorise a survey to be completed on the Moat and to then make a case to Ashford Borough Council that they need to include it in their budget. The cost of the survey will be £500.

Cllr Wedgbury commented that it is important to note that the Borough Council at the full Council meeting, agreed an interim from current grants to give Parish Councils monies which they were not expecting. Cllr Wedgbury feels that Kingsnorth Parish Council could use these monies towards this project.

Cllr Townend is happy to propose that authorisation is given to the Parish Manager to go ahead with the survey on the Moat with a budget up to £500. Cllr Townend added that although he agrees it is Ashford Borough Councils responsibility the Moat it is a hub to the Parish.

Cllr Hicks seconded Cllr Townends proposal and commented that Cllr Wedgbury may want to check up on the ABC interim for Parish Councils.

**PROPOSED BY CLLR TOWNEND**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 10**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

Cllr Gaurav added a comment that an assessment should be carried out on the sustainability of how often the desilting needs to be done and then report back to ABC to become a recurring activity rather than a one off.

## 8. Financial Matters

### a. To receive the February Finance Report

27 February 2021 (2020 - 2021)

#### **Kingsnorth Parish Council BANK ACCOUNTS**

Metro Bank Current a/c	£2,113.17
Metro Bank Reserve a/c	£78,180.35
NW Reserve 47793368	£8,142.94
NW SIBA 47793120	£203,942.31
NW Current 47793112	£100.00
Petty Cash - Cafe	£0.00
<b>Total in Banks</b>	<b>292,478.77</b>
<b>Cash</b>	<b>119.40</b>
<b>GRAND TOTAL (Banks and Cash)</b>	<b>£292,598.17</b>

## Kingsnorth Parish Council Net Position by Cost Centre and Code

### Cost Centre Name

Admin		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
17	Travel Expenses	0.00	0.00	0.00	200.00	0.00	200.00
21	Payroll	0.00	0.00	0.00	432.00	330.00	102.00
22	HR Support	0.00	0.00	0.00	2,064.00	1,978.09	85.91
23	Staff Training	0.00	0.00	0.00	2,000.00	610.00	1,390.00
24	Councillor Training	0.00	0.00	0.00	1,500.00	235.00	1,265.00
25	Councillor/Chairman's Allowance	0.00	0.00	0.00	1,700.00	72.17	1,627.83
26	Bank Charges	0.00	0.00	0.00	40.00	35.12	4.88
27	Audit Fees	0.00	0.00	0.00	1,120.00	1,590.00	-470.00
28	Professional Fees	0.00	0.00	0.00	1,000.00	311.00	689.00
29	Insurance	0.00	0.00	0.00	3,800.00	3,736.79	63.21
30	Office Supplies, Postage & Admin	0.00	0.00	0.00	1,945.00	1,307.88	637.12
31	Telephone and Broadband	0.00	0.00	122.55	2,500.00	2,022.31	600.24
32	Photocopier and Printer	0.00	0.00	0.00	2,500.00	1,010.57	1,489.43
33	Computer Support and Maintenance	0.00	0.00	0.00	2,500.00	2,614.16	-114.16
34	Account Software	0.00	0.00	0.00	1,000.00	730.50	269.50
35	Online HR Platform	0.00	0.00	0.00	150.00	0.00	150.00
36	Parish Office Rent	0.00	0.00	0.00	3,000.00	2,750.00	250.00
37	Parish Office - Mobile Phone	0.00	0.00	0.00	370.00	244.33	125.67
80	Community Grants Fund	0.00	0.00	0.00	20,000.00	23,219.11	-3,219.11
81	VE Day Celebration Event	0.00	0.00	0.00	5,000.00	0.00	5,000.00
		<b>£0.00</b>	<b>0.00</b>	<b>£122.55</b>	<b>52,821.00</b>	<b>£42,797.03</b>	<b>10,146.52</b>

Cafe		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
62	Cafe Supplies	0.00	0.00	0.00	10,000.00	909.09	9,090.91
63	Cafe Consumables	0.00	0.00	0.00	0.00	42.70	-42.70
64	Cafe Workwear	0.00	0.00	0.00	0.00	92.19	-92.19
65	Cafe Equipment	0.00	0.00	0.00	0.00	31.80	-31.80
66	Cafe Admin	0.00	0.00	0.00	0.00	707.38	-707.38
72	Cafe Donations	0.00	0.00	0.00	0.00	200.00	-200.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>10,000.00</b>	<b>£1,983.16</b>	<b>8,016.84</b>

Capital		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
39	Capital	0.00	0.00	829.00	1,000.00	13,266.85	-11,437.85
		<b>£0.00</b>	<b>0.00</b>	<b>£829.00</b>	<b>1,000.00</b>	<b>£13,266.85</b>	<b>-11,437.85</b>

Communications		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
19	Website	0.00	0.00	0.00	820.80	752.40	68.40
20	E-mail	0.00	0.00	0.00	73.20	67.10	6.10
78	Advertising and Awareness Camp	0.00	0.00	0.00	7,096.00	823.59	6,272.41
82	Mapping App	0.00	0.00	0.00	0.00	200.00	-200.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>7,990.00</b>	<b>£1,843.09</b>	<b>6,146.91</b>

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
1	Precept	0.00	251,990.00	251,990.00	0.00	0.00	0.00
2	Grants	0.00	0.00	0.00	0.00	10,000.00	-10,000.00
3	Support Grant	0.00	3,449.00	3,449.00	0.00	0.00	0.00
4	Concurrent Grant	0.00	590.00	590.00	0.00	0.00	0.00
5	Interest	0.00	550.00	146.87	0.00	0.00	-403.13
6	Pavilion Hire	0.00	1,000.00	0.00	0.00	0.00	-1,000.00
7	Pavilion Football	0.00	2,000.00	955.00	0.00	0.00	-1,045.00
8	MUGA - School Hire	0.00	1,500.00	1,000.00	0.00	0.00	-500.00
9	MUGA - Casual Hire	0.00	0.00	225.00	0.00	0.00	225.00
10	Maintenance	0.00	1,000.00	542.50	0.00	0.00	-457.50
11	Cafe Takings	0.00	13,000.00	2,005.59	0.00	0.00	-10,994.41
12	Cafe Grants	0.00	0.00	0.00	0.00	0.00	0.00

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

## Kingsnorth Parish Council Net Position by Cost Centre and Code

**Cost Centre Name**

13 VAT Reclaim	0.00	5,800.00	7,433.53	0.00	0.00	1,633.53
73 General Admin	0.00	0.00	15.00	0.00	0.00	15.00
	<b>£0.00</b>	<b>280,879.00</b>	<b>£268,352.49</b>	<b>0.00</b>	<b>£10,000.00</b>	<b>-22,526.51</b>

**Kingsnorth Green Spaces**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
68	Bridleway	0.00	0.00	0.00	35,000.00	0.00	35,000.00
69	Kingsnorth Green Spaces	0.00	0.00	134.11	6,870.00	3,870.19	3,133.92
		<b>£0.00</b>	<b>0.00</b>	<b>£134.11</b>	<b>41,870.00</b>	<b>£3,870.19</b>	<b>38,133.92</b>

**Maintenance**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
40	Repairs	0.00	0.00	0.00	0.00	1,720.86	-1,720.86
41	Playing Fields	0.00	0.00	5,000.00	3,500.00	8,825.80	-325.80
42	Playing Fields CCTV	0.00	0.00	0.00	4,500.00	2,250.00	2,250.00
43	Playing Fields Playgrounds	0.00	0.00	0.00	1,000.00	968.00	32.00
44	Van Lease	0.00	0.00	0.00	3,500.00	2,638.46	861.54
45	Vehicle Fuel	0.00	0.00	0.00	1,500.00	1,413.66	86.34
46	Vehicle Tax	0.00	0.00	0.00	50.00	42.00	8.00
47	Maintenance Vehicle Insurance	0.00	0.00	0.00	975.00	903.68	71.32
48	Workshop Rent	0.00	0.00	398.00	4,776.00	4,776.00	398.00
49	Workshop Rates	0.00	0.00	0.00	1,308.00	848.76	459.24
50	Workshop Insurance	0.00	0.00	0.00	0.00	0.00	0.00
51	Workshop Electric	0.00	0.00	0.00	250.00	218.83	31.17
52	Maintenance Mobile Phones	0.00	0.00	0.00	185.00	298.02	-113.02
53	Maintenance Loose Tools	0.00	0.00	0.00	750.00	910.61	-160.61
54	Maintenance Staff Training	0.00	0.00	0.00	1,500.00	146.25	1,353.75
55	MUGA	0.00	0.00	0.00	0.00	51.33	-51.33
71	Clothing	0.00	0.00	0.00	0.00	297.33	-297.33
79	Telephone Boxes Refurbishment	0.00	0.00	0.00	2,000.00	518.97	1,481.03
83	Van Repair	0.00	0.00	0.00	0.00	1,040.66	-1,040.66
		<b>£0.00</b>	<b>0.00</b>	<b>£5,398.00</b>	<b>25,794.00</b>	<b>£27,869.22</b>	<b>3,322.78</b>

**Pavilion**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
56	Pavilion Gas	0.00	0.00	0.00	2,500.00	1,169.20	1,330.80
57	Pavilion Electricity	0.00	0.00	0.00	1,000.00	893.38	106.62
58	Pavilion Water	0.00	0.00	0.00	750.00	1,115.95	-365.95
59	Pavilion Fire Safety & Security	0.00	0.00	0.00	750.00	975.07	-225.07
60	Pavilion Waste Collection	0.00	0.00	0.00	2,000.00	1,654.23	345.77
61	Pavilion Cleaning	0.00	0.00	0.00	1,750.00	479.25	1,270.75
70	Pavilion Maintenance	0.00	0.00	0.00	526.00	12,994.21	-12,468.21
77	Structural Repairs & Monitoring	0.00	0.00	0.00	3,000.00	1,140.00	1,860.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>12,276.00</b>	<b>£20,421.29</b>	<b>-8,145.29</b>

**Recreation Centre**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
67	Contingency/Support	0.00	0.00	901.66	5,000.00	712.47	5,189.19
		<b>£0.00</b>	<b>0.00</b>	<b>£901.66</b>	<b>5,000.00</b>	<b>£712.47</b>	<b>5,189.19</b>

**Salaries**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
14	Salaries Admin	0.00	0.00	0.00	54,342.00	45,176.72	9,165.28
15	Salaries Maintenance	0.00	0.00	0.00	40,183.00	19,446.98	20,736.02
16	Employer Payments	0.00	0.00	0.00	19,125.00	26,453.10	-7,328.10
75	Salary Contingency	0.00	0.00	0.00	5,978.00	0.00	5,978.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>119,628.00</b>	<b>£91,076.80</b>	<b>28,551.20</b>

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

## Kingsnorth Parish Council Net Position by Cost Centre and Code

**Cost Centre Name****Section 137****Code Title**

18 Section 137

Bal. B/Fwd.	Receipts		Payments		Current Balance
	Budget	Actual	Budget	Actual	Budget
0.00	0.00	0.00	2,500.00	0.00	2,500.00
<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>2,500.00</b>	<b>£0.00</b>	<b>2,500.00</b>

**Subscriptions****Code Title**

38 Subscriptions

Bal. B/Fwd.	Receipts		Payments		Current Balance
	Budget	Actual	Budget	Actual	Budget
0.00	0.00	0.00	2,000.00	1,765.00	235.00
<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>2,000.00</b>	<b>£1,765.00</b>	<b>235.00</b>

**NET TOTAL**

**£0.00      280,879.00      £275,737.81      280,879.00      £215,605.10      60,132.71**

27 February 2021 (2020 - 2021)

**Kingsnorth Parish Council****PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
549	Payroll	01/02/2021		Metro Bank		Payroll	Accounts Unlocked	S	30.00	6.00	36.00
543	Pavilion Electricity	01/02/2021		NW Current		Pavilion electricity	SSE	X	67.14	0.00	67.14
550	Employer Payments	03/02/2021		Metro Bank		Pension contributions	NEST	X	375.47	0.00	375.47
544	Parish Office Rent	05/02/2021		NW Current		Office rent	KRCT	X	250.00	0.00	250.00
546	Van Lease	08/02/2021		NW Current		Van rental	Leaseplan	S	239.86	47.97	287.83
551	Telephone and	08/02/2021		Metro Bank		Telephone	BT	S	128.28	25.66	153.94
552	HR Support	08/02/2021		Metro Bank		HR Support	Outset UK	S	143.33	28.67	172.00
545	Workshop Rent	08/02/2021		NW Current		Workshop lease	Van & Car	Z	398.00	0.00	398.00
547	Community Grants Fund	11/02/2021	2/4b	NW Current		Grant	K/N After School Club	X	2,851.44	0.00	2,851.44
548	Community Grants Fund	11/02/2021	2/4b	NW Current		Grant	Furley Pk After School	X	2,812.20	0.00	2,812.20
553	Pavilion Gas	12/02/2021		Metro Bank		Pavilion boiler repair	British Gas	X	765.51	0.00	765.51
554	Contingency/Support	15/02/2021		Metro Bank		Pavilion Boiler Cover	British Gas	X	85.50	0.00	85.50
555	Office Supplies, Postage	15/02/2021		Metro Bank		Zoom fee	Go Cardless	X	11.99	0.00	11.99
568	Employer Payments	17/02/2021		NW Current		Tax & NI	HMRC	X	1,977.79	0.00	1,977.79
573	Workshop Electric	17/02/2021		NW Current		workshop electricity	Van & Car	X	178.25	0.00	178.25
558	Website	18/02/2021		Metro Bank		Website	Whisper Media	X	68.40	0.00	68.40
557	E-mail	18/02/2021		Metro Bank		E-mail Addresses	Whisper Media	Z	6.10	0.00	6.10
556	Pavilion Waste Collection	22/02/2021		Metro Bank		Waste	Biffa	X	110.35	0.00	110.35
574	Pavilion Gas	23/02/2021		NW Current		boiler contract	British Gas	X	57.60	0.00	57.60
565	Parish Office - Mobile	24/02/2021		NW Current		Staff Mobile Phones	BT	S	13.00	2.60	15.60
566	Maintenance Mobile	24/02/2021		NW Current		Staff Mobile Phones	BT	S	26.00	5.20	31.20
561	Community Grants Fund	24/02/2021	2/7b	Metro Bank		Grant	John Wallis Academy	X	2,000.00	0.00	2,000.00
562	Community Grants Fund	24/02/2021	2/7b	Metro Bank		Grant	Furley Park Primary	X	1,000.00	0.00	1,000.00
563	Community Grants Fund	24/02/2021	2/7b	Metro Bank		Grant	K/N School	X	1,000.00	0.00	1,000.00
560	Photocopier and Printer	25/02/2021		Metro Bank		Printer	Cartridge World	S	53.40	10.68	64.08
567	Photocopier and Printer	25/02/2021		NW Current		Printer	ASL	S	11.05	2.21	13.26
576	Kingsnorth Green Spaces	25/02/2021		NW Current		Tree	ABC	S	293.00	58.60	351.60
559	Pavilion Maintenance	25/02/2021		Metro Bank		Pavilion kitchen	Kitchen Door Workshop	X	33.26	0.00	33.26
575	Computer Support and	25/02/2021		NW Current		IT support	Sabre Solutions	X	220.00	0.00	220.00
577	Pavilion Maintenance	25/02/2021		NW Current		Goods	Trade UK	X	95.90	0.00	95.90
569	Salaries	26/02/2021		NW Current		Salaries	Salaries	X	5821.57	0.00	5821.57
564	Workshop Rent	26/02/2021		NW Current		Workshop lease	Van & Car	Z	398.00	0.00	398.00

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27 February 2021 (2020 - 2021)

**Kingsnorth Parish Council****PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	
									<b>Total</b>	<b>21,522.39</b>	<b>187.59</b>	<b>21,709.98</b>



**Kingsnorth Parish Council**  
**RECEIPTS LIST**

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
88	Interest	01/02/2021		Metro Bank Reserve a		Interest	Metro Bank	X	3.08	0.00	3.08
84	Contingency/Support	12/02/2021		Metro Bank Current a)		padlock	KRCT	X	24.64	0.00	24.64
85	Maintenance	12/02/2021		Metro Bank Current a)		PAT testing	KRCT	X	100.00	0.00	100.00
86	Cafe Takings	19/02/2021		Metro Bank Current a)		Cafe takings	Metro Bank	X	30.00	0.00	30.00
87	Workshop Rent	23/02/2021		NW Current 47793112		Workshop rent	Nabwest	X	398.00	0.00	398.00
89	Interest	26/02/2021		NW Reserve 4779336f		Interest	Nabwest	X	0.06	0.00	0.06
90	Interest	26/02/2021		NW SIBA 47793120		Interest	Nabwest	X	1.65	0.00	1.65
<b>Total</b>									<b>557.43</b>	<b>0.00</b>	<b>557.43</b>

27 February 2021 (2020 - 2021)

**Kingsnorth Parish Council**  
**Summary of Receipts and Payments**  
**Summary - Cost Centres Only**

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Admin		122.55	123	52,821.00	42,797.03	10,024	10,147
Cafe				10,000.00	1,983.16	8,017	8,017
Capital		829.00	829	1,000.00	13,266.85	-12,267	-11,438
Communications				7,990.00	1,843.09	6,147	6,147
Income	280,879.00	268,352.49	-12,527		10,000.00	-10,000	-22,527
Kingsnorth Green Spaces		134.11	134	41,870.00	3,870.19	38,000	38,134
Maintenance		5,398.00	5,398	25,794.00	27,869.22	-2,075	3,323
Pavilion				12,276.00	20,421.29	-8,145	-8,145
Recreation Centre		901.66	902	5,000.00	712.47	4,288	5,189
Salaries				119,628.00	91,076.80	28,551	28,551
Section 137				2,500.00		2,500	2,500
Subscriptions				2,000.00	1,765.00	235	235
<b>NET TOTAL</b>	<b>280,879.00</b>	<b>275,737.81</b>	<b>-5,141</b>	<b>280,879.00</b>	<b>215,605.10</b>	<b>65,274</b>	<b>60,133</b>

Total for ALL Cost Centres	275,737.81	215,605.10
<b>V.A.T.</b>	<b>3,741.57</b>	<b>8,463.51</b>
<b>GROSS TOTAL</b>	<b>279,479.38</b>	<b>224,068.61</b>

Cllr Ransley asked all Councillor if they had any queries or comments on the February Finance report. None raised.

**b. To review invoices and consider authorising payments.**

None.

**c. To receive an update on the new bank accounts.**

Cllr Ransley reported that the Parish Council had an agreed motion from a past Parish Council meeting to open an account with Handelsbanken and an account with Lloyds. Handelsbanken were seeking that every Parish Councillor would need to complete some documentation; a Councillor has some concerns over what is being asked there so we are unable to open the Handelsbanken account. The Parish Manager is attempting to contact Lloyds to progress the opening of that account.

## 9. Planning Matters

**a. To consider all planning application received.**

The Parish office circulated the planning summaries report to all Parish Council Members prior to the meeting.

Application Number: 21/00137/AS

Address: Lone Barn Farm, Sticketts Lane, Kingsnorth, Kent

Parish Ward: Kingsnorth Village

Proposal: Application for prior notification of proposed agricultural development being the erection of a steel frame barn for machinery & hay/straw storage

**Comments: No Comment**

Application Number: 21/00291/AS

Address: 15 Newlands, Kingsnorth, Ashford, Kent, TN23 5LA

Parish Ward: Washford Ward  
Proposal: Conversion of existing garage to habitable room

**Comments: No Objection**

Application Number: 21/00295/AS  
Address: Fairview, Pound Lane, Kingsnorth, Ashford, TN23 3JE  
Parish Ward: Kingsnorth Village  
Proposal: Erection of detached annexe

**Comments: Cllr Ransley suggested that the Parish Council Object – This application represents a new residential unit on the floodplain. The flood form submitted with the application is for ‘Householder and other minor extensions in flood zone 2 and 3’ and expressly excludes ‘a self-contained annex’. This annex includes a kitchen / bathroom and toilet which would suggest it is self-contained. We do not believe a condition tying the annex to the existing residential dwelling would be effective in controlling/limiting the use of the annex as it is not practically possible for the Borough Council to observe the difference between linked and self-contained occupation. An applicant could after a number of years apply for a lawful development certificate and say they have been using it as a separate dwelling.**

**Cllr Hicks disagreed with Cllr Ransley’s suggested comments for this application so it was agreed a vote will take place at the end of the planning application section.**

Application Number: 21/00337/AS  
Address: 14 Dorset Crescent, Kingsnorth, Ashford, TN25 7FA  
Parish Ward: Bridgefield Ward  
Proposal: Single storey rear extension

**Comments: No Objection**

Application Number: 21/00298/AS  
Address: William Harvey Hospital, Kennington Road, Willesborough, Ashford, Kent, TN24 0LZ  
Parish Ward: N/A

Proposal: Erection of a part two, part three-storey ITU (intensive treatment unit) building

**Comments: Kingsnorth Parish Council supports this application and the enhancement of the medical facilities at the William Harvey Hospital. The facilities and the care provided are greatly valued by our residents.**

**Cllr Cosgrove commented that sometimes a combined voice carries more weight and proposed speaking with likeminded Parishes. Cllr Hicks agreed and will take this forward to KALC because they are for joint Parishes.**

Application Number: 21/00403/AS  
Address: 22 Haywain Close, Kingsnorth, Ashford, Kent, TN23 3QL  
Parish Ward: Roman Ward

Proposal: Lawful development certificate - proposed - single storey rear extension

**Comments: No Objection**

Application Number: 21/00295/AS  
Cllr Hicks disagreed with Cllr Ransley’s comments to object to this application.  
Cllr Wedgbury agreed with Cllr Ransley’s comments to object to this application.

Cllr Ransley proposed that Parish Council accept all planning application comments are agreed excluding planning application 21/00295/AS.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR BRIDGER**

**ALL THOSE IN FAVOUR - 10**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

Comments for planning application 21/00295/AS will be voted on by all Councillors due to some dispute over the suggested comments.

Cllr Bridger proposed that the Parish Council object to planning application 21/00295/AS

Cllr Wedgbury seconded

Cllr Hicks proposed that the Parish Council comment on planning application 21/00295/AS saying that the Parish Council are prepared to accept the decision of the Planning Officer.

No Councillors seconded Cllr Hicks proposal.

Proposal from Cllr Bridger is that the Parish Council object to planning application 21/00295/AS and that Cllr Ransleys suggested comments be submitted as part of the objection.

**PROPOSED BY CLLR BRIDGER**

**SECONDED BY CLLR WEDGBURY**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 3**

**Motion moved.**

Parish Manager responded at this point to an email that he had received from Cllr Cosgrove. Parish Manager confirmed that he had received a signed declaration from Cllr Gaurav.

**b. To note decisions**

Cllr Ransley presented the planning applications and decisions were noted.

**c. To consider any appeals and enforcement matters**

Cloverleaf – awaiting confirmation from Ashford Borough Council as to whether there is an enforcement running.

**d. Any other planning matters.**

- i. To review draft comment for planning application 21/00126/AS (15 houses and medical centre).

Cllr Ransley proposed that this is delegated to the Parish Manager in consultation with Councillors to prepare this.

Cllr Townend seconded Cllr Ransley proposal.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR TOWNEND**

**ALL THOSE IN FAVOUR - 10**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

- ii. To consider sending a letter to Ashford Borough Council re missing documents for Court Lodge application.

Cllr Ransley proposed that delegation is given to the Parish Manager to write a letter to ABC requesting that the missing traffic document which was seen by the Parish Council in either October or November on Court Lodge, which was a comment from KCC saying that the traffic modelling did not work needs to be released to the public so that they can make comments.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR TOWNEND**

**ALL THOSE IN FAVOUR - 10**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

- iii. To consider commenting on the plans for the intensive treatment unit at William Harvey Hospital.

This item was discussed under the planning comments (item 9a).

**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.

The Parish Manager had received an email prior to this meeting asking to book the pavilion and use the fields for a birthday party on 26<sup>th</sup> June for around 150-200 people. The Parish Manager is concerned about this request as it is only 5 days after lockdown restrictions are due to be lifted. Parking would also be an issue.

A discussion took place amongst Councillors.

Cllr Wedgbury proposed the request be refused due to being so soon after lockdown restrictions are lifted.

Cllr Ransley seconded Cllr Wedgbury's proposal.

**PROPOSED BY CLLR WEDGBURY**

**SECONDED BY CLLR RANSLEY**

**ALL THOSE IN FAVOUR - 10**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

**11. Parish Manager 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.**

The Parish Manager had circulated his report to all Councillors prior to the meeting.

The Parish Manager provided an update on School COVID Grants of £1000 from the Parish Council, so far paid out to six schools totalling £7000 (£2000 went to John Wallis as they are a primary and secondary school) and just waiting on further documentation from the others. All schools have been overwhelmed by the generosity from the Parish Council.

No Councillors raised any comments on the Parish Manager report.

## **12. Parish Councillors reports.**

Members of the Parish Council may provide updates (*not addressed earlier on the agenda*) they have from their Parish Ward, Internal Committee or External meetings they have attended.

Cllr Ransley reported that he had been on a training course for the 'Green Agenda' which was more about how to calculate your net carbon.

Cllr Bridger reported that he had attended the Dynamic Councillor training course with KALC.

Cllr Wedgbury reported that he has relocated frogspawn to different locations as it was in locations where it would have died. Cllr Wedgbury also raised a concern on a missing bench from the Orchard. The Parish Manager confirmed that the bench is safe in the workshop awaiting some TLC from the Maintenance Supervisor and it will be replaced once this is completed.

Cllr Hicks reported that she had attended a KCC zoom meeting which was about Vision Zero. Cllr Hicks also attended an Ashford Borough Council JTB meeting and a KALC meeting.

## **13. The next or future Agenda(s).**

a. To add / remove / amend items.

YouTube policy approval to be added.

Consider a Sunflower competition or something along those line within the Parish.

b. To assign Councillors, or others, to the Parish Action Sheet to prepare items for future agenda(s).

## **14. Date of Next Meeting Tuesday 13<sup>th</sup> April 2021 at 7:00pm**

**Cllr Ransley added that the proposed date for the Annual meeting will be 4<sup>th</sup> May 2021.**

Cllr Ransley announced that the Parish Council will now move to a closed session.

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.

All members of the public, Ashford Borough Councillors, Kent County Councillor, Cllr Hicks (as Trustee of the Village Hall) and member of staff (excluding the Parish Manager) left the meeting.

Cllr Hicks also left the meeting at this point due to being a Trustee of the Kingsnorth Village Hall.

There being no further business, Cllr Ransley closed the main meeting at 9:03pm

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_