

KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 8th January 2019

At the Kingsnorth Pavilion, Church Hill, Kingsnorth from 19.00

Present: Cllr Alison Breese (Chair), Cllr Patricia Moss, Cllr Aline Hicks, Cllr Joel Tozer, Cllr Jim Wedgbury, Cllr Jacqueline Male

Also in attendance: Christine Drury - Assistant Clerk (Finance), Marie Russell – Assistant Clerk (Admin), Dave Jenkins - Caretaker, Matt O’Neil – Assistant Caretaker, 4 members of the public.

1. **AB** welcomed the Parish and Borough Councillors to the Parish Council meeting
2. **Apologies**

Paul Bartlett, Brad Bradford, Anne Martine (PCSO), Cllr Stephen Dehnel, Cllr Shelley Barber, Len Bunn (Parish Manager), Cllr John Holland.

3. **Declarations Of Interest**

PM is related to KRC trustee (Chair).

4. **Open Forum**

Trevor Measday speaks regarding his vision / ideas for Community Communication and Involvement.

Communication to a population the size of Kingsnorth has to utilise all available resources available;

- Noticeboards
- Website
- Mail Drop
- Join other leaflet distribution

Litter is a Parish wide issue and needs to be addressed.

- Have each area of the Parish aligned with each councillor
- For each of these areas an “Area Champion” to be appointed from volunteers.
- Area Champions would act as the communication and identify task co-ordinators.
- Each Parish Councillor would be responsible for setting up this structure in their identified area and acting as a two way pathway between the Parish Council and their area champion.

AB we tried a similar initiative to this which we called “Street Captains” and we got 2 volunteers so that didn’t work. We need to rethink how we would approach it. What we probably need to do is work with some existing groups to get the message out and also use social media.

AH Aspire are identifying any ditches which need clearing. Internal drainage boards are responsible for some and I also think the EA have some too.

Community Wardens and PCSO Reports.

AB reads report on behalf of PCSO sent by e mail prior to meeting:-

Hello Everyone,

I have been keeping an eye on the white van situation in Chestnut Close. On the last patrol I conducted, eight white vans were seen but none of these were causing any illegal obstructions that at that time.

Catapults are still causing a few issues across the Ashford District. There is now a special Op for this and this includes all PCSOs to patrol the problem areas during their shifts. All PCSOs will attend all calls that come in, as a priority as soon as they can. The PCSO Tasking Team has been working into the early hours of the morning to try and catch these offenders.

Happy New Year

PCSO 59654 MARTIN

5. **Borough & County Councillors Reports**

AH Email received to residents near the Court Lodge development to say that the Borough Council are hoping that they’ll be able to organise a massive master planning exercise its still in early days but it’s on the cards.

JW ABC would like us to be a cycling area. There is a meeting on Monday (14th Jan) which JW will be attending to try and ensure there’s a strategy which encourages residents and gives them the confidence that they can cycle safely within the urban area.

6. **Approve Minutes of 8th January 2019**

AB proposed that minutes be approved - **PM seconded, all agreed.**

7. **Matters Arising from Previous Minutes not on the Agenda or Action Sheet**

AB moves onto action sheet

- Next Local Plan Joint Committee meeting date set for 28th January. Will agree Membership and Elect a Chair
- Briars, Church Hill. We are to confirm what we would want that money spent on. We have 21 days to respond. This will be deferred to the Access & Open Spaces Sub-Committee.

- AB to set up a meeting on what the Governance arrangements may be for the café.

8. Correspondence

AB reads through her Communications Report and has the following recommendations:-

- That the PCM provides guidelines for members, agreed with by the relevant staff, regarding who and on what topic they can receive emails direct from members and external contacts and action by the next parish council meeting in February 2019. AB also asks if CD and MR are happy with this – both agree - **All Agreed**
- That the PCM produces a short weekly summary of key events/issues to be circulated to all members and relevant staff on a Friday - **All Agreed**
- That the PCM writes a short report for each parish council meeting on key issues that we need to know about and any emerging issues and government /KALC policy changes we need to be planning for - **All Agreed**
- That a procedure is set up for responding to external messages sent via Facebook, website and emails and a response time - **All Agreed**
- The review of the questionnaire be deferred until key investment opportunities are discussed by the Local Plan Joint Committee - **All Agreed**
- It is recommended that members change their personal email address to a parish council email address in line with the recommendations following our report on GDPR.

JW asks for WhatsApp to be considered.

AB includes the following;

It is recommended that members change their personal email address to a parish council email address in line with the recommendations following our report on GDPR. Or use other forms of communication e.g. WhatsApp – JM to pick this up and look into it - **All Agreed**

- MR to send GPDR document to JM

9. Finance

Previously distributed to all Parish Councillors prior to meeting. Report was presented.

AB Proposed Finance Statement – All Agreed

10. Planning

APPLICATION NUMBER: 18/01810/AS

ADDRESS: 32 SAW LODGE FIELD, KINGSNORTH, ASHFORD, TN23 3PB

PROPOSAL: CONVERSION OF SINGLE INTEGRAL GARAGE INTO A HABITABLE ROOM

COMMENTS: SUPPORT, AS THERE SEEMS TO BE ADEQUATE PARKING SPACE OFF ROAD AT THE FRONT OF THE HOUSE

APPLICATION NUMBER: 18/01838/AS

ADDRESS: COLD COMFORT, MAGPIE HALL ROAD, KINGSNORTH, ASHFORD, TN26 1HE

PROPOSAL: ALTERATIONS AND EXTENSIONS TO THE EXISTING SHED TO INCLUDE RE-ROOFING AND RECLADDING, THE ADDITION OF A LINK BETWEEN THE SHED AND THE HOUSE, AND THE ADDITION OF TWO ROOFLIGHTS TO THE HOUSE.

COMMENTS: SUPPORT AS THIS IS A SIMPLE REFURBISHMENT AND JOINING UP OF EXISTING SHED

APPLICATION NUMBER: 18/01851/AS

ADDRESS: 44 VIOLET WAY, KINGSNORTH, TN23 3GH

PROPOSAL: PROPOSED SINGLE STOREY EXTENSION AND CONVERSION OF GARAGE TO HABITABLE ROOM.

COMMENTS: OBJECT, WILL REDUCE THE PARKING BELOW THE KCC PARKING STANDARDS ON THE ROAD AS A WHOLE.

APPLICATION NUMBER: 18/01844/AS

ADDRESS: COLD COMFORT, MAGPIE HALL ROAD, KINGSNORTH, ASHFORD, TN26 1HE

PROPOSAL: LAWFUL DEVELOPMENT CERTIFICATE - PROPOSED - THE RECOVERING OF THE ROOFS TO THE HOUSE AND STABLES IN SLATE REPLACING TILE

COMMENTS: THIS IS FOR THE REPLACEMENT OF THE ROOF UNDER PERMITTED DEVELOPMENT SHOULD SUPPORT

All Agreed to Planning Comments

11. Minutes & Actions Arising from Committees / Groups

Local Plan Joint Committee

- 1st Meeting was held on Monday 7th January 2019, minutes had been circulated to all Parish Councillors prior to meeting.
- AB / AH attended a meeting with cultural services, open spaces and two planning officers to identify what Kingsnorth would like to achieve overall.
Suggested way forward is to identify what we want given the growth, expected population and what residents would like to see, as well as identifying this we put a cost and the reasons.

- AB /AH asked if there was any money available to help fund costs of getting the Master plan done and costing these things? The next one of these meetings will be held at the end of February.

AB – Key items for us to consider are;

- walking route we want to connect various sites together
- where we want bridges of existing green spaces to link up
- Neil Shorter has suggested that we add the Brisley Extension to the shopping list of strategic sites as that's another 175 units.

Pavilion, Open Spaces and Playing Field Committee

- AB reports that SD will be arranging a meeting as soon as he returns.

Staffing Committee – JW provides updates the PC

- Moving forward with the Staff Handbook
- Deadlines now set for Pensions
- AB - Whistleblowing policy to be added to Staff Handbook then the handbook should be complete.
- The staffing committee is making everything clearer and it's improving the policies.

Kingsnorth Recreation Centre and Café Update – Trevor Measday updates the PC

- Opening 3 days per week
- Café volunteers have held around 7 events for the community
- Abandoned the idea of paid staff as café could not support this.
- Meeting to be held to re-launch café
- Volunteer recruitment campaign to be looked at
- 2x Marquee's purchased and available to residents to hire. Costs TBC
- Aim is to open café 5 days per week, hopefully buy 1st July 2019.
- Renewal of agreement is coming up with Kingsnorth Parish Council for Café to continue
- Trevor is coming back into the café as 'Administrative Officer'
- Is the Community Café a business run by volunteers or should it be a different kind of organisation? This is another item which will be discussed at the meeting to be held on 9th January 2019.

12. Items for Next Agenda

None.

Meeting was closed at 20.05

Next Parish Council Meeting will be Tuesday 12th February 2019 at 19.00 in the Kingsnorth Pavilion

Signature: _____

Date: _____