



KINGSNORTH PARISH COUNCIL

Minutes of the Kingsnorth Parish Council meeting held on Tuesday 10th September 2019
At the Kingsnorth Pavilion, Church Hill, Kingsnorth from 7.00pm

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

Also, present: Christine Drury (Assistant Clerk, Finance), Borough Councillor Heather Hayward – Ashford Borough Council (ABC), Dave Jenkins (Caretaker), Peter Le Rossignol (Parish Manager), Matt O'Neill (Assistant Caretaker), Marie Russell (Assistant Clerk, Admin), Borough Councillor Neil Shorter – Ashford Borough Council (ABC) 9 members of the public (Inc. Mike Ciccone).

1. Apologies.

Mr Mike Angell – Kent County Council (KCC), Cllr Bryan Curtis, PCSO Anne Martin, PCSO Matthew Morgan, Borough Councillor Jo Gideon – Ashford Borough Council (ABC), Borough Councillor Tina Hayes – Ashford Borough Council (ABC)

2. Declarations of Interest.

None

3. Approve Minutes of 13th August 2019.

Amendments needed to be made to page 2504 – Expenditure to 13.8.19, Total 63171 was changed to **69290** and 163129 was changed to **187010**.

Minutes were agreed by all Parish Members and signed as a true record of the meeting.

4. Matters Arising from the previous minutes (not reported elsewhere).

- Memorial Bench (Roman Ward) to be placed – Cllr Neil Shorter (ABC) was unable to provide an update. **Action carried forward.**
- HGV's using Violet Way – Mr Mike Angell (KCC) to provide an update on the issue. **Action carried forward.**
- Policies to be adopted by the Parish Council – **Action carried forward.**
- Bridleway – To be considered by the Parish Council when agreeing the new budget. **Action carried forward.**
- Produce a management plan for the orchard, this is to include tenders for a proposed contract complete with costs. Maintenance team to attend a training course on pruning provided by Brogdale. Parish Manager to confirm at the next Parish Council meeting (8th October 2019).
- Clarification on S106 projects for application 18/01268/AS – **Action completed.**
- New shop at Bridgefield – Parish Manager to action the following;
 - write to licensing committee to request the hours are not extended to 10.30pm.
 - visit the new owners and introduce himself
 - provide contact information for the PC and any further details needed anti-social behaviour is witnessed.
 - to raise that some residents have concerns over the shop opening increasing noise and increasing anti-social behaviour.

All actions regarding the Bridgefield shop were completed by the Parish Manager and the shop closing time of 9pm has now been confirmed.

5. Public Comments and Observations.

The meeting was adjourned to allow members of the public to speak. Each speaker was given a maximum of three minutes each to raise issues with the Parish Council.

Knights Park Resident

Resident raised concerns over the pending impact that local developments will have on Britannia Lane;

- Significant increase to volume of traffic on Britannia Lane
- Pollution
- Safety of pedestrians and students from John Wallis Academy School
- Speeding

Cllr Aline Hick suggested that the resident contact the Parish Manager to arrange training and use of the Parish Council's Speed Watch equipment and to contact KCC Highways department.

6. Parish Council Reports

a. Parish Manager and Officers / Correspondence Reports.

The Parish Manager's report was circulated to all Parish Council Members prior to the meeting.

Kingsnorth Parish Community Café

Following the decision to allow the Kingsnorth Parish Community café to reopen in September the following has been done prior to opening:

- Statement sent out to all Kingsnorth Partners
- New Kingsnorth Parish Community Café Facebook set up to allow full control
- Communication with café volunteers re reopening in September.
- Meeting held with Café Volunteers and agreed days and time as follows:
 - o Monday 1230 – 1600
 - o Wednesday 0900 – 1600
 - o Thursday 1230 1600
- Parish Council Insurance Updated to include Community Café
- Health and Safety elements purchased including accident book, fridge/freezer temp gauges and record book, health and safety poster
- Volunteer Handbook produced and given to all volunteers
- Café to reopen on Monday 16th September
- Registered the café with Ashford Borough Council Environmental Health as under the Parish Council

Review of Standing Orders

Meeting held with Parish Councillors to discuss the current standing orders and the new format of standing orders. I have drafted new standing orders and will be working through policies and procedures for the Parish Council over the next month. Community Engagement

We have been putting regular updates on our Facebook page and in the past 28 days we have had a post of reach of 9,549 an increase of 140%, we have had 3,156 post engagements an increase of 139% and we have had 34 additional page likes with a total of 524 page likes and 553 followers. Popular posts have been:

- o Request for help with photos post reach of 4.7k and engagements of 885
- o Request for witnesses to a serious road traffic collision post reach of 2.2k and 465 engagements
- o Photos of restored phone box in Steeds Lane post of reach of 1.6k and 620 engagements

Park Farm Rangers FC – Pavilion Hire

Park Farm Rangers FC have made their first payment that includes the no payment of last season's fee. I have also given them a set of keys to the pavilion to allow access at the weekends for matches.

Kestrel Park – Lease

Following the last Parish Council meeting I wrote a letter to Ashford Borough Council rejecting the lease based on the current terms. This was acknowledged by the legal team at ABC and Len Myatt. A meeting between Parish Councillors and Len Myatt was held a week later and discuss your reasons for the rejection of the lease.

Amanda Scott has since been in contact with me and will forward on her thoughts once I have them in writing.

Application for a New Premises License for Bridgefield Mini Market, 1 Ryeland Way

On instruction from the Parish Council I wrote a letter to the licensing officer at Ashford Borough Council asking form the to considering reducing the opening times of the shop.

I had a response from the agent acting on behalf of the shop owner on 28th August 2019 stating that his client is willing to reduce the opening hours to 9pm and provides supporting evidence of the steps taken by the owner to reduce anti-social behaviour and support residents.

Responsibilities and Report It Diagram

Due to the number of e-mails and phone calls we get regarding issues in the Parish that are out of our control I have produced a diagram that outlines which authority is responsible for which area. The diagram is broken down into the responsibilities of Kent County Council, Kingsnorth Parish Council and Ashford Borough Council. This was posted on our Facebook page and has been e-mailed to various residents or partners in the Parish.

Staff Mobile Phones

As part of the HR audit identified lone working and GDPR I have been looking at Mobile Phones for staff this month. We are hoping to get Mobile phones within the next month and most likely from Tesco Mobile who are launching a new business section in early September.

MetroBank

All Parish Councillors and Staff no longer with Kingsnorth Parish Council have been removed and replaced with the councillors and staff requested at the last meeting. Bank cards and internet banking is now operational for Christine and me.

NatWest

We are awaiting a mandate from the bank to remove the previous councillors as yet this has not been received but we do now know the signatories on the account.

Meetings Attended

- Attended a meeting of the Kingsnorth Medical Practice Patient Participation Group.
- Meeting with Claire Walker Re Kingsnorth Community Café.
- Meetings held with Kingsnorth Community Café Volunteers.
- Meeting with Parish Councillors on Standing Orders.
- Meeting with James Ransley on ideas for budget.
- Meeting with Natalie Smith to discuss free staff training. Marie and I are booked onto First Aid on Friday 20th September.

Correspondence

- Letter from agent of Bridgefield shop owner re reduction of opening hours for shop follow our letter.
- E-mails from Ashford Borough Council Legal and Culture Team re Kestrel Park.
- Facebook message re the Moat area on Park Farm and its poor state.

- E-mail via website re state of the Moat area on Park Farm.
- E-mails from residents booking on CPR course.

Key Points for August

Purchase of Laptop for Parish Manager

Refurbishment of Telephone Box

Action – Parish Manager to include an update in his report for the works undertaken by the maintenance team.

b. Councillors Reports.

The Chairman's report was circulated to all Parish Council Members prior to the meeting.

Apart from our scheduled meetings I have also attended on behalf of KPC:

3rd Sept Meeting with Great Chart and Singleton Planning meeting on Chilmington

They discussed the application for the primary school which was on the agenda for the ABC Planning Committee the next evening. The Committee refused it!

4th Sept I spoke at the ABC Planning Committee regarding The Briars Application on Church Hill, reinstating our objections. The application was up for refusal.

5th Sept I met with Dan Daley to find out the latest position on the Court Lodge application. He advised that there have been several changes and that these will be put on the official web site in about two weeks' time.

c. Parish Council Committee Reports.

To receive update reports from Parish Council Committees and Groups.

Cllr Jim Wedgbury raised the following;

- Waterbrook, extra lorry parking spaces.
- Operation Brock Lite to begin on 21st October 2019.
- Cllr Jim Wedgbury suggested that the Parish Council write to the Police Crimes Commissioner regarding refusing to prosecute foreign lorry drivers for moving traffic offences.
- KCC waste charging process and fly tipping.
- KCC wanting to take control of the income from parking zones in the area from the Borough Council.
- KCC spending on servicing their depts.

Action – Parish Manager to liaise with Cllr Wedgbury and write a letter to the Police Crimes Commissioner.

Staffing Committee

Nothing to report.

Communications Committee

Cllr Matthew Bridger presented his report on the following;

- Twitter and Instagram pages now set up and linked to the Parish Council Facebook page
- Username changed on Facebook to @kingsnorthpc
- New domain name and email addresses for all Councillors, Parish Manager and office staff.

Finance Committee

Cllr Stuart Moss had no report but requested a date to be set for the next Finance Committee meeting.

Open Spaces Committee

Cllr Geoff Cosgrove presented the Open Spaces Committee report.

The main topic of discussion was the Kestrel Park Lease.

The Open Spaces Committee explained the reasons behind the recommendation to the Parish to not proceed further with the lease, namely:

- The monies received over 10 years would not be economic for a 25-year lease.
- There is a break clause, and this was considered at the 10-year point but not felt to be in anyone's best interest.
- The specification of the maintenance works involved significant works and was expensive.
- There was no protection of liability for unlawful occupation and trespass.
- The requirement to maintain, inspect and keep up to standard the play equipment was something the Parish were not prepared to accept.
- The Parish is not keen to raise its precept to pay for what Ashford borough Council is liable to provide (double taxation)

The Committee listened to Mr Myatt's response and explanation and agreed to investigate the annual and overall costs for the Maintenance Works as specified and Ashford borough Council would investigate how many new houses in the Parish would contribute to future precept and help fund additional costs. To prove to itself the economics involved.

Actions: Ben agreed to look at the lease for other clauses that we had not picked up for consideration and Matt agreed to investigate the cost impacts of taking on this lease. Kingsnorth Parish Council have agreed not to take on the Kestrel Park Lease – All agreed.

Following this discussion, the chair raised an issue regarding two fields in the centre of the Kingsnorth green area currently leased by Mike Ciccone but maintained by the Parish Council, without any formal arrangement.

This was discussed and agreed that a recommendation to the Parish would be to take on this lease from Mike Ciccone and therefore formalise the Parish's maintenance of this land.

Mike Ciccone commented that the two fields are not maintained by the Parish Council, they are maintained by him. Mike also stated that on 30th September 2020 the tenancy agreement on the two fields runs out, but Mike still has a tenancy agreement which runs another 20 years so the Parish Council would need to contact ABC to see if Mike could sub-let it to the Parish Council.

Action – Cllr Aline Hicks to contact ABC regarding Mike Ciccone sub-letting the two fields in the centre of the Kingsnorth Green to Kingsnorth Parish Council.

Post this meeting (8 Sep 2019) the Chair finalised the Vision Statement document incorporating, and we reviewed it.

It is recommended to the Parish that this document is adopted by the Parish.

Action – Parish Manager to circulate the Vision Statement document to all members of the Parish Council for their opinions. A meeting will be held on Wednesday 18th September at 7pm to review the Vision Statement and this will be reported back at the next Parish Council meeting (8th Oct).

Only a single quotation has been received for the first phase of Structural Investigation to the Kingsnorth Pavilion (This is not as requested). The quote was for £650 excluding VAT. It is reported that the condition of the Kingsnorth Pavilion is getting worse and that a structural engineers report is required sooner than later for the Parish to decide on a course of action.

Action - It is recommended that the Parish first checks with their insurance policy that any independent investigation is within our terms and if allowable then we proceed to undertake this preliminary survey and report. It is to be noted that this report will not solve the issue nor offer the final answer but just advise and point the Parish into a suitable course of action.

7. Reports from External Parties (Sent Prior to Meeting):

Reports that were submitted prior to the meeting were circulated to all members of the Parish Council.

a. KCC Councillors Report

No Report

b. Ashford Borough Councillors Report

Borough Councillor Tina Hayes report was submitted prior to the meeting and circulated to all members of the Parish Council. Borough Councillor Heather Hayward submitted her report which was circulated to all members of the Parish Council prior to the meeting and Cllr Hayward also presented it to all attendees at the meeting.

Borough Councillor Heather Hayward's Monthly Report

General Surgeries in a variety of locations throughout Roman ward will be taking place on Saturday 7th September (so by the time you read this at the meeting, they would have taken place!)

Chartfields Brisley Farm extension work issues continue to feature high on my radar with around 5 to 10 calls/emails a day at present relating to inconsiderate builders, queries regarding what work has consent, and what hasn't etc. I am passing these on to Cllr Jessamy Blanford as the works fall within her ward, and also Neil Shorter as portfolio holder for planning.

Kestrel Park was the subject of a dispersal order by Kent Police a few weeks ago which did give residents some respite from the noise for 48 hours. However as soon as the dispersal order had expired the youths were back. One resident contacted me in tears at 10.30pm on a Friday evening desperate for sleep. I have now got names of some of the individuals causing the issues and this has been passed onto PCSO Anne Martin for her to follow up.

Inconsiderate parking has become an issue again in Hestia Way, Richborough Way and Jupiter Way. I have contacted the Community Safety Unit and requested that an educational visit by a fire engine to these roads at a weekend when the parking situation is particularly bad may help residents understand the importance of leaving access routes clear. (Although I appreciate that in an emergency situation the fire engine will just push the cars out of the way!)

Knights Park The issues surrounding loud exhausts and speeding cars on the main through routes in Roman ward have continued. I have been discussing with the police and they have been running "Operation Yamaha" to tackle this issue. They are also seeking funding for a decibel meter so they can measure the exhaust noise – I have offered to support the purchase of this meter via my member's grant scheme and I'm waiting to hear back from them regarding this offer. I have also spoken to Pat Moss regarding wheelie bin stickers (similar to those pictured right) for residents on the through routes in the ward – Britannia Lane, Constantine Road, Claudius Grove, Pound Lane, and Coulter Road. These could act as a visual reminder of the speed limit on these 'racetrack' routes. I am looking into placing a bulk order for 250 of these for Roman Ward residents living on the roads named above.

Pat Moss contacted me last weekend regarding young people on motorised scooters driving at dog walkers on the footpath sections within Knights Park. I know that she has spoken directly to some of the individuals concerned but I will also keep an eye out for it and talk to them too.

The Limes Just a reminder that there is a charity fun day planned for Saturday 14th September 12-4pm in the Central Limes area. The day has been organised by two young people, ages 16 & 19 (with my full support), who want to prove that not all young people are bad! They are raising money for The Retreat Animal Rescue and Cancer Research. All residents are most welcome, not just those living in The Limes!

Action – Parish Manager to write a supporting letter to the CSU regarding the ongoing concerns with Kestrel Park.

c. PCSO Reports

PCSO Reports were submitted from PCSO's Anne Martin and Matthew Morgan prior to the meeting and circulated to all members of the Parish Council. These can also be found on the Kingsnorth Parish Council Website.

8. Finance

Christine Drury presented the Financial Statement which was also circulated prior to the meeting

Financial statement to 10.9.19

<u>August Income</u>	£	p
Martine 20.7.19 pav	72.00	
Acclaim Driver-pav	825.75	
PFR - pav	342.50	
K/N School-MUGA	1500.00	
Fafunso-pav	63.00	
NW int 47793368	1.37	
NW int 47793120	21.82	
Metro Bank int	16.69	
Total to 31.8.19	2843.13	

Balances as at 31.8.19

Balance at Metro current account	13672.97
Balance at Metro reserve account	65526.28
Balance at NatWest Direct Reserve a/c	8329.88
Balance at NatWest SIBA Account	123683.78
NatWest current account	100.00
Petty Cash	327.35
Metro Bank credit card	-11.98
KPC Cash Balance	211628.28

Bank Reconciliation as at 31.8.19

Opening Balance from 31.7.19	223376.37
Plus income during August	2843.13
Less expenditure during August	14591.22
Subtotal	211628.28
Less expenditure during Sept	1554.54
Plus income during Sept	779.48
Balance as at 10.9.19	210853.22

Invoices Received & Payments due in August from last meeting date

	Ref	Net		VAT		Total	
		£	p	£	p	£	p
Fuel Genie-van	MDD	80.44		16.09		96.53	
Crown Gas n Power-pav	MDD	3.13		0.00		3.13	
Bounty Pest-wasp nest pav	BACS	57.60		0.00		57.60	
Chatty Café Scheme-café	BACS	10.00		0.00		10.00	
Sabre Solutions - antivirus renew	BACS	50.00		0.00		50.00	
Parish Council Websites	BACS	60.00		0.00		60.00	
Chubb-pav security system	BACS	131.14		0.00		131.14	
KRCT rent	BACS	250.00		0.00		250.00	
HMRC-tax & NI	BACS	80.71		0.00		80.71	
X2 Connect -phone box spares	BACS	609.89		121.98		731.87	
Kingsnorth Electrical-phone box	BACS	32.00		6.40		38.40	
Toolstation-glue phone box	MCC	9.98		2.00		11.98	
ABC-w/shop rates	SO	109.00		0.00		109.00	

British Gas-service pav	DD	30.58	0.00	30.58
iZettle-card reader café	MDC	34.80	0.00	34.80
Employee-exp B & Q	PC	18.54	0.00	18.54
Employee - exp	PC	104.37	8.30	112.67
BIFFA-waste	DD	122.64	0.00	122.64
ASL - printer	BACS	58.67	11.73	70.40
Trade UK -phone box etc	BACS	202.16	40.44	242.60
Employee - salary	BACS	133.89	0.00	133.89
Employee - salary	BACS	1861.18	0.00	1861.18
Employee- salary	BACS	898.83	0.00	898.83
Employee - salary	BACS	1481.44	0.00	1481.44
Employee- salary	BACS	1102.56	0.00	1102.56
Employee - salary	BACS	2097.14	0.00	2097.14
Hinges & Brackets-MUGA lock	BACS	39.17	7.83	47.00
KCC-stationery	BACS	3.40	0.68	4.08
Kingsfords-legal-w/shop	BACS	250.00	50.00	300.00
Amazon-Signs café/workshop	MDC	22.00	2.00	24.00
Amazon- signs	MDC	3.50	0.00	3.50
Siemens -printer	DD	194.63	38.92	233.55
Lister Wilder - pole pruner	BACS	155.00	31.00	186.00
Sabre Solutions-laptop+support	BACS	629.99	0.00	629.99
SLCC - Employee membership	BACS	293.00	0.00	293.00
Freethought-domain name	BACS	100.00	20.00	120.00
iZettle-card reader café (test)	MDC	1.00	0.00	1.00
National Tool Hire - hire	MDC	33.89	6.78	40.67
		11356.27	364.15	11720.42

Payments in Sept

Accounts Unlocked-payroll	MDD	30.00	6.00	36.00
Nest-pension	MDD	500.01	0.00	500.01
Van & Car-w/shop lease	SO	398.00	0.00	398.00
BT-telephone	DD	177.25	35.45	212.70
HighSpeed Training-café (HH grant)	MDC	120.00	0.00	120.00
Leaseplan-van hire	DD	239.86	47.97	287.83
		1465.12	89.42	1554.54

Income in September

iZettler -card reader test café	BACS			0.98
PFR - pav	AC			342.50
KRCT-maint	MDC			200.00
KRCT- maint	MDC			200.00
SOL-pav hire	PC			36.00

779.48

Budget Report for 2019/2020

<u>Income to 10.9.19</u>	<u>Budget 2019/20</u>	<u>YTD</u>	<u>Variance</u>
Precept	247500	123750	123750
Grants	4669	2334	2335
Interest	200	201	-1
Café	0	1	-1
Pavilion	1000	2620	-1620
MUGA	2500	1510	990
Maint	0	400	-400

Other Bridleway KCC/Kestrel Park	5100	12286	-7186
Sub Total	260969	143102	117867
VAT reclaim	0	0	0
Total	260969	143102	117867
Expenditure to 10.9.19			
Salaries	128000	42985	85015
Section 137	3500	1000	2500
Communications	1000	422	578
General Admin	25000	5973	19027
Subscriptions	1500	1648	-148
Travel	200	14	186
Capital/Asset	21000	1575	19425
Parish Office	3000	1250	1750
Maint & Repair - Other	3000	1305	1695
Maint & Repair - PI/Field	6000	1530	4470
Pavilion	14000	2468	11532
MUGA	100	39	61
Maintenance Team	17000	4163	12837
Kingsnorth Conservation Area	5000	0	5000
Kingsnorth Facility Upgrade (incl f/path)	18000	14735	3265
Contingency/KRCT support	10000	19	9981
Café	0	215	-215
Sub Total	256300	79341	176959
Reclaimable VAT	0	3223	-3223
Total	256300	82564	173736

Admin
Access & Open Spaces
Staffing

Finance Statement was accepted by all members of the Parish Council

9. Planning Matters.

Cllr James Ransley and the Parish Clerk (Admin) circulated planning summaries and the suggested comments report to all Parish Council Members prior to the meeting.

Application Number: 19/01027/AS - Deferred from last meeting to await noise assessment.

Kingsnorth Parish Council Comments: The Parish Council would like to place a holding objection for this application. Whilst we don't wish to stifle the creation of smaller units which may be more affordable, we do not at present have sufficient comfort here to be satisfied that development of this site can overcome the apparent significant challenges. We are mindful of the agent of change principle and that residential development here should not create obstacles to the continuation of neighbouring businesses. In this vein we have yet to see the noise data which ABC's environmental health have requested. A further complication is the electricity substation and the appropriate set off distances from that structure. The substation constrains that access and we have concerns that provision of a through route to the new dwelling may require a loss of parking to the existing dwelling. Further plans should clearly show the number of parking spaces, routes and turning for the two properties so we can be satisfied there is no net loss of provision and the new dwelling is policy compliant. Given the tight nature of the site and transition between uses we would like to see elevations/cross sections submitted which not only show the proposed dwelling but that dwelling in relation to the adjacent buildings. We are not satisfied that the yellow brick with red band represents an appropriate response to the context. It does not appear in the immediate vicinity of the site, could not be considered to draw on a local material palette, the materials used in the nearby listed building nor is it a contrasting contemporary choice. There may be a solution to this site but at present we don't have the details we would need to form a view and have doubts about the design/materials presented.

Application Number: 19/01032/AS (Parcel R, Chilmington Green) – Deferred from last meeting to allow for a more substantial comment.

Kingsnorth Parish Council Comments: A detailed document outlining the Parish Councils objections to this application will be sent directly to ABC.

Two members of the public spoke about their concerns with this planning application. Cllr Aline Hicks suggested speaking to Cllr James Ransley to go through Kingsnorth Parish Council's response and to also speak with the Clerk at Great Chart. Borough Cllr Neil Shorter also responded by speaking about Southern Waters proposals. Action – Borough Councillor Neil Shorter to report back on meetings he's attended at the next meeting (8th October).

Application Number: 19/01154/AS

Kingsnorth Parish Council Comments: No Comment – It appears there is plenty of parking and no neighbour objections to date

Application Number: 19/01166/AS

Kingsnorth Parish Council Comments: No comment. Kingsnorth Parish Council chose to make no comment on 19/01055/AS last month. This is similar in location and nature. We do not particularly like the principle of this type of large, right up to the boundary, single storey extension sets within estates.

Application Number: 19/01170/AS

Kingsnorth Parish Council Comments: No Comment – Not within Kingsnorth, has enough detail submitted so no reason for us to weigh in.

Application Number: 19/01191/AS

Kingsnorth Parish Council Comments: The Parish Council objects to this application. The land in question is public amenity land which is privately owned but maintained for the benefit of the community. The development was deliberately structured in this way and the Parish Council will object to any erosion of these principles on estates within the Parish. Bringing the masonry boundary wall harms the open nature of the estate and brings built form hard up to the boundary of the footpath. Which is not consistent with the built form in the locality.

Action - Letter to be drafted for the Development Control Manager and to be reviewed during the next Parish Council meeting (8th October)– **Cllr James Ransley to action**

Application Number: 19/01238/AS

Kingsnorth Parish Council Comments: The Parish Council Objects to this application. Whilst we accept that the plot is large enough to take extension(s), we do not agree with the loss of the garage, nor do we believe that sufficient parking will be provided to be policy compliant without compromising highway safety. The large additional area of parking would be accessed by entering and exiting via the radius of an existing road junction. This would clearly not be a safe arrangement. The application as currently presented should therefore fail on highway safety grounds. If it were amended to remove that parking area the then Parish Council would object as there is insufficient parking for the number of bedrooms.

Application Number: 18/01310/AS

Kingsnorth Parish Council Comments: Response to be considered for October.

Action - Discuss with residents and consider a response in October – **Cllr James Ransley to action**

Application Number: 18/01564/AMND/AS

Kingsnorth Parish Council Comments: None – Already permitted

Application Number: 19/00017/GPDE/AS

Kingsnorth Parish Council Comments: The Parish Council would request that an informative is sent to the applicant regarding appropriate hours for noisy construction activity.

The planning comments were agreed by all members of the Parish Council.

Cllr Aline Hicks will circulate details of upcoming planning meetings to all Parish Members and the Parish Manager will publish the details on the Parish Council website and social media to keep residents updated.

10. 2020/21 Budgets

A Finance meeting date was set for Thursday 19th September for an initial review of the budget – **All Agreed**.

11. Model Standing Orders

The updated version of the new Kingsnorth Parish Council Standing Orders were circulated to all Parish members prior to the meeting.

Cllr Aline Hicks proposes that the Standing Orders be adopted – **All Agreed by show of hands**.

12. Community Café

The Parish Manager had circulated the updated Terms of Reference for the Community Café to all members of the Parish Council prior to the meeting.

- Updated version of Terms of Reference for the Community Café.

All Parish Councillors agree to the updated version of the Terms of Reference Policy for the Community Café by a show of hands.

- The Community Café will have its own committee – **All Agreed**
- Café to re-open on Monday 16th September

The Community Café has received funding for the training of volunteers from the following Borough Councillors;

- Cllr Heather Hayward for the Food Safety training of all volunteers.
- Cllr Jo Gideon for First Aid training.
- Cllr Tina Hayes to have the Café coffee machine serviced and training on using the coffee machine.

13. Items to be placed on next agenda

None

The next meeting will be on Tuesday 8th October 2019 at 7:00pm, there being no further business, the meeting closed at 8.15pm

Signature: _____

Date: _____

DRAFT