

KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 13th February 2018

At Kingsnorth Pavilion, Church Hill, Kingsnorth from 19.00

Present: Cllr Alison Breese (Chair), Cllr Anne Luery (Vice Chair), Cllr Stephen Dehnel, Cllr Patricia Moss, Cllr John Holland, Cllr Aline Hicks, Cllr Shelley Barber, Cllr Jim Wedgbury

Also in attendance: Len Bunn – Parish Clerk, Christine Drury - Assistant Clerk (Finance), Marie Russell- Assistant Clerk (Admin), David Jenkins – Caretaker,

5 members of the public (incl. Mike Ciccone), 2 x PCSO

19.00 The Chair welcomed the Parish and Borough Councillors to the full Parish Council meeting.

1. Apologies

Jacqueline Male (commitment), Brad Bradford, Paul Bartlett, Hilary Moorby (illness)

2. Declarations of Interest

AL is related to temporary member of staff. **PM** is related to KRCT trustee

3. Open Forum

None

AB permitted residents, Mr & Mrs Chaplen, to bring forward and speak under “Correspondence”

Mrs Chaplen reported that she had received verbal abuse from an employee from the Chilmington Green development whilst walking her dog, indicating that residents were thought to be troublesome. Mrs Chaplen had complained directly to the Employer but felt that the attitude indicated contempt for residents and that the Parish Council were not supporting and following up concerns about drainage indicated in report from Ian Anderson highlighting drainage deficiencies, which EA should be reviewing, and that Brisley residents are not sufficiently represented. **SD** responded that ABC officers are the responsible authority and are dealing with the matters of concern. Mr & Mrs Chaplen left the meeting.

4. Community Wardens & PCSO Reports

Community Warden did not attend.

PCSO report

This month, with a couple of my colleagues and some very kind volunteers, we did some speed checks using the Parish Council speed indicator device. We did these checks in Britannia Lane around school pick up time and approximately 10 vehicles were observed exceeding the speed limit. The information on the offending vehicles is then sent to the Police speed watch via The Parish Council. The Police then send out warning letters to these offending vehicles.

There have been some issues on Cuckoo Woods near Langley Drive regarding nuisance motor bikes. I have done house to house enquiries and patrolled the area and the woods too. We are also attempting to get a bike task team from Police HQ to come and assist us too this is scheduled for 11th March.

I have of course, continued to patrol my hotspots across all my wards.

PCSO 59654 Martin

AL reported that volunteer litter picker had come across a large number of dead rabbits, part of a dead horse and dumped bikes in Joys Wood.

PC suggested that Maintenance Team staff could operate SID system regularly once per week, time and position to be advised by police. **This matter is to be carried forward**

Borough & County Councillors Report

PB sent report by e-mail

WEALD EAST UPDATE FEBRUARY 2018

Stroke review services at WHH

The NHS in Kent and Medway has started a formal consultation in changing stroke services across the county. It will run for 10 weeks until midnight on Friday 13 April 2018. A wide range of information, including a full version and summary of the consultation document, consultation questionnaire, information on public meetings and events, some frequently asked questions, as well as detailed supporting documents about the information considered in developing the proposals, is available on at www.kentandmedway.nhs.uk/stroke. The proposal is to move from 6 sites in the County that offer Stroke treatment to 3 but those three will be much better resourced - 24/7 access to consultants, brain scan and "clot-busting" drug therapy. £40m of funding is available from the government to deliver the 3 new stroke centres; these will be called Hyper Acute Stroke Units. Out of the 5 options offered for consultation every one of them includes the WHH. This is great news for Ashford and Kent because state of the art facilities will be available. A public meeting to discuss the proposals will be held at the Singleton Environment Centre at 10am on Wednesday 4 April.

J10A Construction work

Some highway clearance work has started in Highfield Lane ahead of construction of the turning circle. Work on J10A will start in earnest in March. The plan is for the new junction to be open to traffic by March 2019 with final completion in May 2020. The communication channels for complaints during construction are directly to Highways England Customer Contact centre via email info@highwaysengland.co.uk or 0300 123 5000, or to the project team via email M20J10Aimprovements@highwaysengland.co.uk, or by contacting Matt Orchard of Vinci (the contractor's Public Liaison Officer) on email Matt.Orchard@taylorwoodrow.com or 07778 674458. Please copy me in on your complaints so I can track issues and their resolution.

Finberry Traffic Lights

Residents will be aware of the repeated problems with the traffic lights at the entrance to Finberry. Please report to faults on me, the parish clerk and Alex Vickery at Crest on Alex.Vicary@crestnicholson.com as soon as any issue arises so they can be repaired promptly. The trigger point for a full movement traffic lights at the junction is 500 completions. ABC are carrying out an audit on how many completions have been made by Crest to it ca assess how soon the work will be carried out. Further improvements to the market roundabout as part of the Waterbrook development are expected. If you would like to make representations on the Waterbrook planning application, please visit <http://planning.ashford.gov.uk/Planning/details.aspx?systemkey=108538>

Paul Bartlett, Weald East Ward, 01233 500667 / 07739293502 paul.bartlett@ashford.gov.uk

5. Approve Minutes of 12th December 2017

AL proposed that minutes be approve after amendments. Page 2372 planning 15/00856, delete 750 dwellings, insert 550 dwellings. **All agreed**

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

AB reported that the brief and ground rules for the impending Member's Workshop have been circulated.

7. Correspondence

AB has circulated terms of reference (TOR) for proposed Planning sub-committee. **JH** suggested that creation of Planning sub-committee was a subject for the Annual Parish Council meeting.

AB referring to comments from Mr & Mrs Chaplen pointed out that "professional "advice may not be covered by liability insurance. **JW** felt that the issues now being raised are 10 years too late. **SD** pointed out that Parish Council members are not drainage experts and can act only as a conduit to relevant authority.

AB has circulated correspondence to Housing Minister regarding Planning and Land Banking.

8. Finance – CD presented the financial report.

Financial statement to 13.2.18

<u>January Income from last report</u>	£	p
KRCT (Inv 133)	72.95	
MUGA	12.00	
Xmas Santa Party funds	382.39	
Ashford League-1st aid course 21st Feb	25.00	
MUGA	48.00	
MUGA	12.00	
NW int 47793368	0.38	
NW int 47793120 SIBA	3.74	
Metro Bank int	11.08	
<u>Total to 31.1.18</u>	567.54	
<u>February Income</u>		
Ashford Angels MUGA	24.00	
	24.00	
<u>Balances as at 31.1.18</u>		
Balance at Metro current account	9167.66	
Balance at Metro reserve account	65254.00	
Balance at NatWest Direct Reserve a/c	8311.94	
Balance at NatWest SIBA Account	78933.40	
NatWest current account	100.00	
Petty Cash	34.30	
KPC Cash Balance	161801.30	

Bank Reconciliation as at 31.1.18

Opening Balance from 31.12.17	167790.90
Plus income during January	1696.04
Less expenditure during January	10010.73
Subtotal	159476.21
Plus cheques not presented at 31.1.18	2325.09
Subtotal	161801.30
Less February payments NW1795 onwards	2861.17
Plus February income	24.00
Balance at meeting date 13.2.18	158964.13

Invoices Received & Payments due in January from last meeting date

	Ref	Net £ p	VAT £ p	Total £ p
Employee #1 - salary	NW1783	391.00	0.00	391.00
Employee #2 - salary	NW1784	162.50	0.00	162.50
Employee #3 - salary	NW1785	1453.68	0.00	1453.68
Employee #4 - salary	NW1786	923.76	0.00	923.76
J.Holland - exp print ink	NW1787	40.00	8.00	48.00
M.Russell - exp Rec Centre opening	NW1788	39.29	0.00	39.29
KCC-Stat +Pav supplies	NW1789	70.62	7.26	77.88
Crown Gas & Power	MDD	120.51	0.00	120.51
Southern Electric	DD	61.86	0.00	61.86
KCC-HI vis	NW1790	25.30	5.06	30.36
Surrey Hills-LA lease	NW1791	1159.20	0.00	1159.20
Cancelled	NW1792	0.00	0.00	0.00
Nisbets (KRCT crockery)	MDC	1123.68	0.00	1123.68
Employee #2- salary	NW1793	615.09	0.00	615.09
ABC-CCTV monitor 1.1.18 - 31.3.18	NW1794	750.00	150.00	900.00
BIFFA - refuse	MDD	75.98	0.00	75.98
		7012.47	170.32	7182.79

February Expenditure

GCWSPC - fuel van Sept,Oct, Nov, Dec	NW1795	159.63	0.00	159.63
Geerings-photocopier	NW1796	94.90	18.98	113.88
KRCT-rent	NW1797	250.00	0.00	250.00
J.Lungley-website	NW1798	60.00	0.00	60.00
Employee #3-salary	NW1799	1771.23	0.00	1771.23
J.Holland-expenses printer ink	NW1800	20.00	4.00	24.00
BT-telephone	DD	209.19	41.81	251.00
Geerings-photocopier	NW1801	13.30	2.66	15.96
Action with Communities Rural Kent	NW1802	60.00	0.00	60.00
Crown Gas & Power	MDD	155.47	0.00	155.47
		2793.72	67.45	2861.17

Income

KRCT payment for work done by KPC staff - mending toilet etc.

Xmas Santa party funds, divided between Paula Carr Trust/Woodchurch Driving for Disabled

1. Funds in SIBA account & direct Reserve account being held in reserve for funding for impact of Village Green, capital cost of Kestrel Park & Bridgefield leisure and recreation areas
This will include cost of staffing and maintenance equipment.

Exact figures required will not be known until details of S106 funding are finalised.

2. M.Russell expenses for Recreation Centre opening ceremony
3. Crown Gas & Power , Southern Electric, BIFFA- pavilion utility charges and refuse removal
4. Surrey Hills - legal fees for Little Acorns lease revision
5. Nisbets-kitchen equipment for Rec Centre financed by grant from Cllr Wedgbury (£1057)
6. ABC - CCTV monitoring 1st January 2018 to 31.3.18
7. GCWSPC - 50% cost of van fuel Sept, Oct, Nov, Dec
8. Action with Communities in Rural Kent - annual subscription

Budget Report for 2017/2018

<u>Income to 13.2.18</u>	Budget 2017/18	YTD	Variance
Precept	145484	145484	0
Grants	4660	4660	0
Interest	200	78	122
Pavilion	5500	1748	3752
MUGA	5580	1406	4174
Functions	50	75	-25
Shared Handyman	2250	41	2209
Other (ALT refund etc)	0	5351	-5351
Sub Total	163724	158843	4881
VAT reclaim	0	8906	-8906
Total	163724	167749	-4025
<u>Expenditure to 13.2.18</u>	Budget 2017/18	YTD	Variance
Salaries	70000	71850	-1850
Section 137	0	0	0
Communications	2500	742	1758
General Admin	15000	14103	897
Subscriptions	1350	1376	-26
KRCT-Rec Centre Build (excess over S106)	0	123355	-123355
KRCT - Rec Centre	1000	26199	-25199
Maint & Repair - Other	9000	3752	5248
Maint & Repair - PI/Field	5800	3347	2453
Playing Field Improvements	2000	0	2000
Other Kestrel Park re-inv to ABC	0	3950	-3950
Travel	150	23	127
Pavilion	15000	5696	9304
MUGA	4000	0	4000
Capital/Asset	36000	19733	16267
Handyman Scheme	4000	4344	-344
Parish Office	3000	2000	1000
Sub Total	168800	280470	-111670
Reclaimable VAT	0	8684	-8684
Total	168800	289154	-120354

CD presented the Draft Financial Regulations document that had been circulated. **JH proposed and AL seconded that these be accepted. All agreed.** SB agreed to be countersignature on quarterly bank reconciliation. Internal auditor will attend Parish Office on April 23rd to collect required documents.

9. Planning

MR presented the current planning applications:-

APPLICATION NUMBER: 18/00030/AS

ADDRESS: 5 FINN FARM ROAD, KINGSNORTH, ASHFORD, KENT, TN25 7AB

APPLICANT: MS C TAYLOR

PROPOSAL: CONVERSION OF A GARAGE TO LIVING ACCOMMODATION

WARD: WEALD EAST

OFFICER NAME: SALLY HODGSON

COMMENTS TO BE SUBMITTED BY: 20TH FEBRUARY (EXTENSION AGREED)

COMMENTS: **Support**

APPLICATION NUMBER: 18/00038/AS

ADDRESS: 25 SOUTHBOURNE, KINGSNORTH, ASHFORD, KENT, TN23 5UB

APPLICANT: MR J BURCHELL

PROPOSAL: PROPOSED SINGLE STOREY SIDE AND REAR EXTENSION AND GARAGE CONVERSION

WARD: WASHFORD

OFFICER NAME: WILLIAM MCKANE

COMMENTS TO BE SUBMITTED BY: 20TH FEBRUARY (EXTENSION AGREED)

COMMENTS: **ANNE LUERY - SUPPORT**

APPLICATION NUMBER: 18/00067/AS

ADDRESS: 6 CHARMINSTER, KINGSNORTH, ASHFORD, KENT, TN23 5UH

APPLICANT: MR LEE JAMES

PROPOSAL: PROPOSED TWO STOREY SIDE EXTENSION, FRONT EXTENSION TO PROVIDE BAYS; FIRST FLOOR REAR EXTENSION ALONG WITH NEW PORCH; DRIVEWAY EXTENSION

WARD: WASHFORD

OFFICER NAME: WILLIAM MCKANE

COMMENTS TO BE SUBMITTED BY: 20TH FEBRUARY (EXTENSION AGREED)

COMMENTS: ANNE LUERY – THIS PROPERTY SITS FORWARD OF THE NEIGHBOURING HOUSE, BEING NUMBER 5. NUMBER 5 ALREADY HAS A SINGLE STOREY SIDE EXTENSION BUILT TO THEIR BOUNDARY. WHILE A SINGLE STOREY SIDE EXTENSION TO NUMBER 6 WOULD BE ACCEPTABLE A TWO STOREY EXTENSION WOULD LEAD TO A TERRACING EFFECT IF NUMBER 5 WAS TO REQUEST TO BUILD A SECOND STOREY. THIS WOULD ALTER THE OPEN APPEARANCE OF THE STREET SCENE. **Oppose – Terracing Effect**

APPLICATION NUMBER: 18/00068/AS

ADDRESS: MEADOW COURT, ASHFORD ROAD, KINGSNORTH, ASHFORD, KENT, TN23 3EP

APPLICANT: MR J BOOTH

PROPOSAL: CHANGE OF GARAGE/HOME OFFICE BUILDING TO A GARAGE AND ANNEXE (RETROSPECTIVE), AND ERECTION OF A UTILITY AND CLOAKROOM EXTENSION (REVISION TO THAT APPROVED UNDER PERMISSION 16/01087/AS)

WARD: WEALD EAST, WEALD SOUTH

OFFICER NAME: WILLIAM MCKANE

COMMENTS TO BE SUBMITTED BY: 20TH FEBRUARY (EXTENSION AGREED)

COMMENTS: **Support**

APPLICATION NUMBER: 18/00069/AS

ADDRESS: MEADOW COURT, ASHFORD ROAD, KINGSNORTH, ASHFORD, KENT, TN23 3EP

APPLICANT: MR J BOOTH

PROPOSAL: ERECTION OF A SINGLE STOREY REAR EXTENSION TO REPLACE EXISTING STRUCTURES, AND A NEW ROOF STRUCTURE TO FORM FIRST FLOOR LIVING ACCOMMODATION.

WARD: WEALD EAST, WEALD SOUTH

OFFICER NAME: WILLIAM MCKANE

COMMENTS TO BE SUBMITTED BY: 20TH FEBRUARY (EXTENSION AGREED)

COMMENTS: **Support – not to be disposed of separately**

APPLICATION NUMBER: 18/00095/AS

ADDRESS: 9 BARGATES, KINGSNORTH, ASHFORD, KENT, TN23 5UD

APPLICANT: MRS C JONES

PROPOSAL: CONSTRUCTION OF REPLACEMENT GARAGE

WARD: WASHFORD

OFFICER NAME: SALLY HODGSON

COMMENTS TO BE SUBMITTED BY: 20TH FEBRUARY (EXTENSION AGREED)

COMMENTS: **ANNE LUERY – SUPPORT**

APPLICATION NUMBER: 18/00033/AS

ADDRESS: IONA, ASHFORD ROAD, KINGSNORTH, ASHFORD, KENT, TN23 3ED

APPLICANT: MRS J COURT

PROPOSAL: SINGLE STOREY REAR EXTENSION

WARD: WEALD EAST

OFFICER NAME: SALLY HODGSON

COMMENTS TO BE SUBMITTED BY: 20TH FEBRUARY (EXTENSION AGREED)

COMMENTS: Support

APPLICATION NUMBER: 18/00141/AS

ADDRESS: 15 CONSTANTINE ROAD

APPLICANT: MR TONY CARNEY

PROPOSAL: DEMOLITION OF EXISTING REAR CONSERVATORY AND ERECTION OF SINGLE STOREY FLAT ROOF REAR EXTENSION.

WARD: PARK FARM NORTH

OFFICER NAME: WILLIAM MCKANE

COMMENTS TO BE SUBMITTED BY: 23RD FEBRUARY

COMMENTS: PATRICIA MOSS – I DO NOT FORESEE ANY PROBLEMS AS FAR AS THE PARISH COUNCIL IS CONCERNED. HOWEVER, THERE IS NOT MUCH ‘AIR SPACE’ BETWEEN NUMBER 15 AND THEIR NEIGHBOURS ON EITHER SIDE. IT COULD BE THAT THEY WILL OBJECT. Support

APPLICATION NUMBER: 18/00046/AS

ADDRESS: 38 POPPY MEAD, KINGSNORTH, ASHFORD, KENT, TN23 3GL

APPLICANT: MR DAVID PRAPAKARAN

PROPOSAL: SINGLE STOREY REAR EXTENSION (RETROSPECTIVE)

WARD: PARK FARM SOUTH

OFFICER NAME: ROB BEWICK

COMMENTS TO BE SUBMITTED BY: 24TH FEBRUARY

COMMENTS: Support

APPLICATION NUMBER: 18/00173/AS

ADDRESS: 60 LUCILLA AVENUE, KINGSNORTH, ASHFORD, KENT, TN23 3PS

APPLICANT: MRS CERI WILLIAMS

PROPOSAL: PROPOSED GARAGE CONVERSION TO HABITABLE ACCOMMODATION

WARD: PARK FARM NORTH

OFFICER NAME: NATHAN WOOKEY

COMMENTS TO BE SUBMITTED BY: 1ST MARCH 2018

COMMENTS: Support

No update on Local Plan

10. Minutes & Actions Arising from Committees / Groups:

• Access & Open Spaces Sub Committee

Mike Ciccone presented the sub committee report in the absence of **HM**. Areas of hard pathing have deteriorated and require upgrading; ABC will contribute 50% of cost. KWT have provided a quotation for carrying out analysis of Green Buffer Zone at £8k. MC felt that he and NS, as tenants/stewards of part of the land, would be able to answer most of the questions (FOC); areas under their control are in good condition. **SD** has walked the grounds and will lead on discussions. Contractors developing Bridgefield Park are not delivering to requirements. Paths need to be above the flood plain level. **AB** emphasised that connectivity is paramount and “A” routes should be all-weather standard.

• Pavilion and Playing Field Sub Committee

PC reported Maintenance Team has undertaken decorating work in Pavilion changing rooms and floors. FA has inspected the football pitches at request of PRF and deemed that area is suitable as playing fields only. Drainage may be improved with extra spiking – estimate received £200 per direction; better grass at a cost of £3340 for amenity grass, £4440 for football grass. **Subject to be referred to sub-committee.**

• Staffing Committee

(a) and (b) -See Closed Session

(c) Handyman/Maintenance Team report

PC had circulated report prior to the meeting. Complaints to the Parish Office have reduced significantly since inception of the service. The lease for Kestrel Park is still not finalised; ABC will be giving a grant of £55k spread over 10 years.

11. Kingsnorth Community Café Update

PC had circulated report prior to the meeting. Several charity events have been held at the Café. Some volunteers have relinquished posts for personal reasons; more volunteers are required to enable the café to open on a more

regular basis and to encourage previous clubs and users to return. The Parish Council may wish to take a larger role. Parish Council internal auditor will also undertake audit of Café finances.

12. Kingsnorth Recreation Centre Update and Financial Status

AL reported that Little Acorns have signed their lease. SOL gym is progressing well and taking on annual and monthly members. There are ongoing problems with the boiler and heating and a letter has been sent to ABC expressing concerns about utility bills and building insulation. Showers are operating poorly; responsibility for them is to be investigated. The financial status is fragile, recent budget shows a deficit over next 5 years and **AL** asked possibility of KPC support allocated in budget to be paid as a monthly grant. Existing building insulation may not conform to current requirements.

At this point meeting was closed to public and staff at 21.10

13. Items for Next Agenda

None

There being no further business the meeting was closed

Next Parish Council Meeting will be Tuesday 13th February 2018 at 19.00.

Signature: _____ Date _____