

KINGSNORTH PARISH COUNCIL
Minutes of the Parish Council AGM held on Tuesday 10th May 2016
At Kingsnorth Pavilion, Church Hill, Kingsnorth from 1900

Present: Cllr Breese (Chairman), Cllr Luery (Vice Chairman) Cllr Barber, Cllr Moss, Cllr Male, Cllr Wedgbury,
Cllr Holland, Cllr Dehnel & Cllr Moorby
Kingsnorth Borough Councillors: Cllr Bartlett, Cllr Wedgbury-
Also in attendance: Len Bunn – Parish Clerk & Christine Drury – Assistant to Parish Clerk
David Jenkins – Caretaker & Adrian Ellingworth – Assistant Caretaker

1815 Closed Session

1900 The Chairman welcomed the Parish Councillor's and also members of the Public to the full Parish Council meeting.

1. Apologies:

Cllrs Angell, Shorter, Hicks, Bradford

2. Declarations of Interest

None declared

3. Members of the Public Items

None

4. Election of Officers – Chairman, Vice Chairman & Sub-Committees

AB handed over the Chair to **LB**

LB asked for nominations for Chairman for 2016/17. **AL** proposed **AB**. This was seconded by **JH**. All agreed.

LB handed over the Chair to **AB**

AB nominated **AL** as Vice Chairman. Seconded by **JH**. All agreed

Members of Staffing Committee confirmed as **JH**, **HM**, **AL**, **PM**, **SD** & **AB** as Chairman of KPC. Members would elect their Chairman of the Staffing Committee at the next meeting of the Committee. A date to be decided

AB proposed **SD** as Chairman of the Playing Field & Pavilion sub-committee. **JW** seconded and all agreed. Members of this Committee confirmed as **SD**, **HM**, **SB**, **JH**, **PM** & **AB** as Chairman of KPC

AB proposed **HM** as Chairman of the Access & Open Spaces Committee. All agreed. Members of the Committee confirmed as **HM**, **JW**, **SD**, **SB**, **PM**, **AL** & Mike Ciccone as coop-tee with **AB** as Chairman of KPC
Planning Lead confirmed as **HM**

Communication Lead confirmed as **JM**

KPC Village Hall representative confirmed as **SD**

HM proposed **JH** as a representative of KPC at KRC Trustee meetings, **AB** proposed **AL** and this was seconded by **SD**. **AL**, **HM**, **JW**, **SB**, **JM** voted for **JH**. **AB** & **SD** voted for **AL**. **JH** elected as KPC representative

5. Members of the public items

There were none

6. Community Warden & PCSO Reports

PCSO's:

Contact numbers for Kingsnorth Parish Police Community Support Officers

(Only for Parish and Councillor's not for general public only email addresses to be given)

- PCSO SMITH (56800@kent.pnn.police.uk)-, 07772226126 Park Farm/ Kingsnorth / Bridgefield & Knights Park
 - PCSO PARISH (58951@kent.pnn.police.uk)- 07972004560, Washford Farm & Chartfields
- PCSO HUCKSTEPP (58551@kent.pnn.police.uk)- 07772221181, Washford Farm/ Chartfields/Knights Park

Kingsnorth report March-April 2016

(Figures-07/04-10/05)

Park Farm

PCSO SMITH Report

I have been conducting several speed checks across the area with roads which I believe are most affected by speeding. I have received a positive response from the local community and I will be continuing these at random times.

There have been the following crimes of note in the area-

17/04/16- Vehicle Damage

A vehicle has had wing mirrors broken off and left hanging on by wire. No Offenders located. Isolated incident.

21/04/16-Theft of Pedal Cycle

A Pedal cycle has been stolen from the front garden of a property. Pedal cycle not secured. Owners are advised to secure the Pedal cycles with good secure locks and to a solid object where possible out of site from the main roads.

01/05/16- Criminal Damage

Unknown persons have damaged a boundary fence, no witnesses, filed pending any further information.

There have been the following ASB of note calls in the area

Several calls received regarding a nuisance vehicle continually driving a fast speeds throughout Park Farm, Owner of the vehicle has been sent a warning letter regarding his driving speeds.

Several calls received regarding nuisance vehicles driving fast on the dual carriage way past Tesco, all linked to motorbikes.

Illegal encampment on the Rec area behind Kingsnorth Parish office, gate was believed to be insecure at the time, persons moved off shortly after. Owners of fields and large grass area are advised to secure there gates as best as they can and report any suspicious activity around the gates.

PCSO PARISH Report

PCSO Parish apologised for not being able to attend the Parish council meeting, however he compiled a report for the meeting relating to reported crime and ASB during April 2016.

14/04/16- Criminal damage – Knoll Lane

A vehicle was damaged by a large rock or object being thrown or catapulted at the moving vehicle. The large object appeared to have come from a wooded area. The vehicle sustained a large dent and chipped paint. There were no witnesses or CCTV for this incident so this will be filed pending further information.

15/04/16 – Criminal damage – Broadmead

An IP has been away for a few days due to work commitments and has come home and a window to his property has a small hole in it. The glass with the hole in had a marble next to it. It is believed the marble was fired with force of a catapult causing the glass to break without shattering.

22/04/16 – Nuisance Youths – Hever gardens

There were a group of three youths in the woodland area behind some flats in Hever gardens. They had set alight to plastic and wood and made a little fire. When the fire brigade attended there was no one present and the fire had been put out.

24/04/16 – Attempted Burglary – Washford Farm Road

A garage has been broken into, which is not adjoined to a property. The garage is locked with three padlocks. The padlocks were cut using bolt croppers and were smashed at the top and the bottom. The garage was empty so no items were taken.

28/04/16 – Dangerous dog – Haywain Close

Dog was off the lead in the area and went up to another dog and attacked it. The dog has suffered from muscle damage. The owners of the dangerous dog have been round to the IPs house and have offered to pay for the treatment.

Kingsnorth Village and Bridgefield

PCSO Smith Report

Several reported calls regarding Nuisance youths causing several issues in the area. There have been reports of items been thrown off the A2070 bridge, Fires been set in the play park on the benches, Catapults been used and general nuisance behaviour. The area is getting extra attention from Colleagues and has been highlighted for extra patrolling from the Anti-Social Behaviour vehicle in the evenings.

Lots of work on going around the youths involved and the ringleaders are being monitored closely by the Kent Police Joint Family management Programme and their behaviour could lead to Acceptable Behaviour Agreements being issued.

A local Bridgefield neighbourhood watch scheme has been set up and I have assisted by placing 15 signs up in the areas so they are highly visible.

2x Theft of Pedal Cycle reports for the area also.

Stubbs Cross

PCSO Andrew Hoodless report

Nothing to report

Please do not hesitate to contact me or in my absence my supervisor Sgt Trevor Brathwaite

E-mail Trevor.Brathwaite@kent.pnn.police.

Community Warden

Peter Beasley

No report received

7. Borough Councilor's Report:

PB - WEALD EAST UPDATE MAY 2016 – KINGSNORTH

Local Plan

Ashford Borough Council will release the initial draft of the land allocation for housing south of Kingsnorth in early June 2016. Land owners have asked for a significant allocation in the area north of Magpie Hall Road and Steeds Lane, either side of Ashford Road. In the meantime Jarvis Homes / Pentland Homes planning application for the site for 750 houses has been extended twice from 24 December 2015, first to 31 March and now to end June.

As part of the local plan review land owners have asked for a further extension to Park Farm East (Bridgefield) south of Cheesemans Green Lane.

Residents are asked to review these plans very carefully as this represents an ideal opportunity to comment of the proposals ahead of the submission of a formal planning application.

Conservation Area

There are plans to amend the Kingsnorth Conservation Area which are expected to be published in June 2016. The changes are expected to be minor and the comments from residents were mostly supportive of the Conservation Area.

Bin Collection in Ryland Way

Problems with bin collection in Ryland Way have now been resolved as Taylor Wimpey have completed a hard standing on the associated turning circle. Residents there are expected to be offered the green bin collection from 1 June.

Public Realm at Bridgefield II

Developers are expected to start tarmacking the roads and paths shortly. The roads in question are Jacobs Court, Dorset Crescent and Hadleigh Street. Jacobs Court will be the first and the complete process could take a month. It is hoped that the tarmacking work will eventually lead to a change of priority of Damara Way / Herdwick Close back to its original configuration. Work is also expected to start on the Damara Way pedestrian / bus / cycle route later this year once formalities with the Environment Agency have been resolved over the point it crosses the Dyke. The damage caused by lorries irresponsibly entering Bridgefield remains a concern so KCC and ABC are exploring ways in which signage can reduce the incidences.

Design Brief for Open Space at Bridgefield II

ABC is advertising to recruit a design brief consultant who will identify the costs of the various options that have been considered initially. Once the costing has been obtained a further consultation process will take place.

Bus Service

KCC have sealed the order for the yellow lines in Bridgefield. They are currently working on a design that may allow some of the residents near the bridge to have a bit more parking. Camera enforcement on the accommodation bridge will prevent cars using the bridge with KCC being responsible for its costs and delivery and then ABC will be responsible for enforcement under a moving traffic offence. KCC and ABC have made a joint decision to deliver the camera, the yellow lines and the bus running together.

Parking Restrictions in Finn Farm Road / Violet Way

Proposed yellow lines on Finn Farm Road/Violet Way went out to public consultation on 21st April and closes on 12th May. The results of the consultation will then go to ABC/KCC JTB in June. The consultation is available on the website at <http://www.ashford.gov.uk/amendment-1-2016-ashford-tenderden>

Rail Halt

The Kent Railway Route Study into possible upgrades to the Kent Railway system will be published in 2016. It is expected to support the electrification of the Marsh Link line in response to demand for high speed services to Hastings via Ashford. As part of this, feasibility for a station in Kingsnorth (Park Farm) will be assessed. The view from ABC is that a new station in Kingsnorth would encourage a shift of use from cars to trains reducing congestion on the roads, assist with visitor numbers and economic regeneration in Ashford.

BB – Weald South Ward

BB advised that since being elected, his post as Borough Councillor has been action packed. He was also fortunate enough to be made immediately a Lead Member on the Council assigned to Health & Wellbeing and the Community Safety Partnership, representing the entire Borough. In addition to that work, he was also posted onto the Planning Committee, the Parish and Urban Forum and the Policy and Compliance Task Group.

His first two months were crammed full of training sessions for all manner of council business. He stated that at first he found the pace of local government confusing. In the Police and Security Sectors ABC generally react quickly to events as they occur. Local Government pace appears to be a little slower

Understandably, the vast majority of the work that he does is for the Borough and not specifically the Ward although he is always available for problems and issues as they arise and prefers to react quickly and positively to events as they occur. His other interest, the Scout Group, often prevents him attending coffee mornings or social political events although he hopes that the people of Weald South agree that his time and efforts are more usefully spent with the Scouts.

As for the coming year he announced that he had very recently been promoted to the Cabinet and is now Portfolio Holder for Highways & Transport, Health & Wellbeing and the Community Safety Partnership. He thanked everyone for their time at this meeting and if anyone has any queries in the future he invited them to contact him if necessary.

JW – Park Farm South

JW advised that travellers had once again been able to access the entry to Park Farm but were removed within 24 hours. He advised that street lighting on Park Farm had been changed and had been well received by residents. JW also advised that ditches now fell under the remit of ABC who will be clearing them to prevent flooding. Some had already been cleared.

SD – Park Farm North

8. Approve Minutes of the 12th April 2016:

As AB had been on holiday for this meeting AL who chaired this meeting asked for any comments. HM advised she had been missed off of attendee's. Minutes of this meeting approved with amendment. Proposed JH & seconded by AL. All agreed.

9. Local Plan Update

HM & AL met with Simon Cole at ABC and discussed the timeline for Consultation on the proposed sites as the report was due to be discussed by Cabinet in June.

It was suggested the Parish Council pre books the school hall in preparation for a Public Consultation meeting as the Consultation period was only for 8 weeks. LB to arrange meeting venue for residents.

10. Matters arising from previous Minutes not on the Agenda or Action Sheet:

None

11. Residents Outline Request For Possible Kingsnorth Community Cafe

Trevor Measday, a resident of Kingsnorth gave a brief presentation of a newly proposed Community Café project for Kingsnorth which will be a Charity operation. Any profit made on this project would be available to be used by organisations of Kingsnorth who were seeking any sort of funding for their projects. TM advised that several local Kingsnorth companies have agreed to assist with the funding of the project by offering extremely favorable rates for their commodities and also extended credit facilities. In order for the project to move forward TM advised that they would like to use the Pavilion facilities initially Monday to Friday between 0800 & 1300 and that assistance was required from the Parish Council to offer a special rental for this project until such time as it was self-funding.

Everyone confirmed that they thought that this was a good initiative and Members agreed in principle to support the project and agreed that details should be discussed at the P&PF Sub-Committee as soon as possible as time was of the essence as it was hoped to open the Café during the first week of September 2016. It was agreed that, for information purposes, the proposal should be made available at the APM next week so the group could seek additional volunteers. TM advised that he had already made contact with the Church Outreach Worker who was very supportive of this initiative.

TM confirmed that they will willingly supply refreshments at the APM.

12. Finance:

Financial statement to 10.5.16

	£	p
Interest from NW Business Direct Reserve A/C	3.90	
Interest from Metro Bank A/C	19.33	
Park Farm Rangers - MUGA	85.00	
Arsenal-pavilion	265.00	
Mrs Reed-pavilion hire	26.00	
<u>Total to 30.4.16</u>	399.23	

May payments received to 10.5.16

Metro Bank interest	18.71
Kingsnorth School	500.00
HMRC-VAT refund	3089.92
<u>Total to 10.5.16</u>	4007.86

Balances as at 30.4.16

	£	p
Balance at NatWest Current Account	100.00	
Petty Cash	17.00	
Balance at NatWest Direct Reserve Account	98276.66	
Balance at NatWest SIBA Account	59383.92	

Balance at Metro current account	10000.00
Balance at Metro reserve account	65036.16
KPC Cash Balance	232813.74
Bank Reconciliation as at 30.4.16	
	£ p
Opening Balance from 31.3.16	229052.29
Plus income during April	399.23
Less expenditure during April	4087.90
Subtotal	<u>225363.62</u>
Plus cheques not presented as at 30.4.16	7450.12
Subtotal	232813.74
Plus May income to date	3608.63
Less May payments NW1355 onwards	292.30
Balance at meeting date 10.5.16	236130.07

Invoices Received & Payments due in April from last meeting date

	Ref	Net	VAT	Total
		£ p	£ p	
Employee#1 - salary	NW1355	689.50	0.00	689.50
M Cuerden-Internal Audit	NW1356	346.00	0.00	346.00
Geerings-photocopier	NW1357	145.74	29.14	174.88
BT-telephone	NW1358	147.36	29.47	176.83
Southern Electricity-pavilion	DD	62.30	0.00	62.30
Total to 30.4.16		1390.90	58.61	1449.51
CF Corporate Finance	DD	146.10	29.22	175.32
SE Water- water supply pavilion	DD	56.98	0.00	56.98
James Lungley-website	NW1359	60.00	0.00	60.00
Total to 10.5.16		1653.98	87.83	1741.81

Notes:

1. Part funds in SIBA account & direct Reserve account being held in reserve for funding for revenue impact of Village Green, capital cost of Brisley Farm & Bridgefield leisure & recreational areas. Exact figures required will not be known until details of S106 funding are finalised.

Income to 10.5.16

	Budget 2016/17	YTD	Variance
Precept	141950	0	141950
Grants	5250	0	5250
Interest	736	42	694
Pavilion	4900	291	4609
MUGA	5580	585	4995
Functions	80	0	80
Shared Handyman	1500	0	1500
Other	1000	0	1000
Sub Total	160996	918	160078
VAT reclaim	0	3090	-3090
Total	160996	4008	156988

Expenditure to 10.5.16

	Budget 2016/17	YTD	Variance
Salaries	70000	3145	66855
Section 137	0	0	0

Communications	2000	120	1880
General Admin	10000	800	9200
Subscriptions	1300	0	1300
Recreation Centre	0	0	0
Main & repair - Other	1700	36	1664
Maint & Repair - PI/Field	5400	60	5340
Other	0	0	0
Travel	122	0	122
Pavilion	5000	119	4881
MUGA	4000	0	4000
Capital/Asset	52474	0	52474
Handyman Scheme	6000	0	6000
Parish Office	3000	0	3000
Sub Total	160996	4280	156716
Reclaimable VAT	0	100	-100
Total	160996	4380	156616

JH proposed adoption of the Financial Report and AL seconded the proposal. All agreed.

LB advised that funds were being held in the Kingsnorth Parish Councils name on behalf of the Kingsnorth Recreation Centre newly confirmed Trustees until such time as a new bank account had been opened in the Charities name by the Trustees of this Charity.

The Precept pie chart showing expenditure for last year and this year's budget plus supporting documentation was discussed and any final comments should be passed to the Parish Clerk by the morning of Friday 13th May 2016 in order that copies could be printed in time for the APM and a version placed on the website.

LB advised the meeting that budgeted legal costs for the use of a solicitor regarding the Parish Councils involvement as Custodial Trustees of the KRC need to be increased from the original budget of £1000 to £2500 due to the complexity of the case. LB requested approval for this additional cost. All agreed.

- (1) LB advised the meeting that the Internal Auditor had carried out his audit and nothing untoward had been highlighted by him. In view of that the audited figures need to be sent to the External Auditors and LB requested approval for this. All agreed and forms signed by AB for furtherance to PFK Littlejohn LLP, the appointed External Auditor.

13. Planning:

Applications needing a decision at this meeting

- 16/00497/AS – Woodcock Green, Church Hill, Kingsnorth TN23 3ET – Ground Floor extension To rear & side – **No objection**
- 16/00553/AS – Shipley Hatch, Ashford Road, Kingsnorth TN23 3EW – Erection of detached Two storey dwelling & new access – **Object Overcrowding**
- 16/00310/AS - 37 Tally Ho Road, Kingsnorth TN26 1HL – Erection of detached garage & store – **No objection**
- 16/00582/AS – 54 Washford Farm Road, Kingsnorth TN23 5YB – Single storey porch extension on front elevation – **Support**
- 16/00590/AS – 1 Bluebell Close, Kingsnorth TN23 3NG – Proposed conversion of garage to habitable space - **No objection**
- 15/01615/AS – 20 Jupiter Lane, Kingsnorth TN23 3RL – Change of use of amenity land to garden, & Erection of garden shed & boundary fencing – **Object – Inaccurate application. Detrimental effect to neighbors. 18 mtr fence unsuitable. Affects right of way. Footpath incorrect.**
- 16/00618/AS – 18 Romulus Gardens, Kingsnorth TN23 3PX – Change of use of amenity land to residential & retrospective erection of boundary fence – **Object. 'Land grabbing'. Pass to committee by Ward Borough Councillor.**
- 16/00621/AS – 3 Jacobs Court, Kingsnorth TN25 7FJ – Single storey rear extension. – **Support**
- 16/0056/SNN – Land at Green Street Phase 2, Land at Cheesemans Green, Cheesemans Green Lane Kingsnorth – Proposed road names Pipin Crescent & Robin Road - **Support**

14. Minutes & Actions Arising from Committees / Groups:

Access & Open Spaces Sub Committee

HM advised that she will shortly be arranging a meeting of the Access & Open Spaces Committee in order to update Members on a number of new projects. **HM** was requested to show the route of the footpaths across the playing fields on the newly drawn Master Plan in order to ensure that all of the individual projects are correctly linked together. All Agreed.

Pavilion & Playing Field Sub-Committee

SD advised the meeting that plans for the Pavilion Annex had been put on hold until the new Master Plan of projects for the area could be considered as there was a possibility that an opportunity may be missed if these plans are not correctly taken into account. **SD** advised that he hoped to have a Master Plan sketch available for the APM in order to obtain residents feedback. All Agreed.

Staffing Committee

JH advised that a meeting of this Committee would meet shortly to discuss any matters regarding annual staff appraisals. **JH** advised that the Parish Clerks appraisal would be held after this staff members annual leave that had been carried over from April 2015 to the end of March 2016 and that this would be taken shortly. **JH** also advised that the Assistant to the Parish Clerk must take her carried forward leave as soon as possible.

Communications

JM advised that there was nothing to report and that the website was fully operational as were some of the Social Media sites.

15. Items for next Agenda:

KRC Trustees Meeting 16th May 2016

Local Plan update

Pavilion plan update

16. 2100. Chairman asked for a Closed Meeting for the next items and members of the public & observers were asked to leave the meeting. JH proposed HM seconded and all agreed.

There being no further business the meeting was closed at 2135.

Next Parish Council Meeting will be Tuesday 14th June 2016 at 1900.

Signature: _____ Date _____