

KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 12th December 2017

At Kingsnorth Pavilion, Church Hill, Kingsnorth from 19.00

Present: Cllr Alison Breese (Chair), Cllr Anne Luery (Vice Chair), Cllr Stephen Dehnel (arrived 19.30), Cllr Patricia Moss, Cllr John Holland, Cllr Hilary Moorby

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

PCSO, 1 member of the public

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

1. Apologies

Aline Hicks (holiday), Shelley Barber, Jacqueline Male (illness), Mike Angell, Jim Wedgbury, Paul Bartlett, Brad Bradford, Neil Shorter.

2. Declarations of Interest

AL is related to temporary member of staff.

3. Open Forum

None

4. Community Wardens & PCSO Reports

Community Warden did not attend.

PCSO report

This month, the PCSOs have been busy doing speed checks across the Ashford area, including Kingsnorth. We understand that this is a problem within the whole of Ashford and we will do speed checks whenever we are able to. We hope that this helps to deter some of these drivers and make them more aware of the speeds they are doing. There have been no further calls about the fishing in Primrose Drive, however I am still patrolling the area when I can to engage and deter. Kingsnorth School and the Pavilion car parks are still being patrolled regularly. I have moved on a few vehicles which I have seen and given words of advice including not too congregated in this area. I would just like to remind you that the Christmas season is now upon us so please be extra vigilant with your homes. Keep your curtains closed at night time. Try to leave expensive gifts out of sight and harm's way. After Christmas please bear in mind that packaging put out for collection is advertising items that you may have in your property. I would finally just like to wish you all a Merry Christmas and Happy New Year PCSO Martin 59654

AB requested that PCSOs work with Parish Council on Speedwatch initiative. PCSO to speak to Sergeant.

5. Borough & County Councillors Report

No reports

6. Approve Minutes of 14th November 2017

AB proposed that minutes be approved after amendments. Insert Cllr Hilary Moorby omitted from attendees list. Pg 2356 - Aline Hicks report Line 2. After £360 per dwelling insert "plus other connection charges being discussed with OFTWAT". Pg 2356 - Aline Hicks report line 3. Delete "There are 1668 in the Borough on housing waiting list who in future will be asked to provide personal plans." Insert "1688 households are on the ABC Housing Waiting List. From next year those who are likely to be made homeless will need to have a personal plan written up by officers"

All agreed.

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

AB reported that 5 year business plan had been agreed at meeting on 28th November to include clarification in terminology, approve budget, review job description, TORs for sub committees and creation of Planning sub committee with TORs. **PC to produce information on Handyman (Maintenance) Service to review staffing requirements and report to Staffing Committee. Agreed**

8. Correspondence

HM reported Parish Council has been invited to take part in Kent Police and Crime Commissioner's Annual Policing Survey. **All members to put in comments to PC who will complete survey.**

9. Finance

Financial statement to 12.12.17

<u>November Income from last report</u>	£	p
HMRC - VAT refund	7641.73	
MUGA		12.00
MUGA		32.00
MUGA		20.00

MUGA	12.00
Metro Bank int	5.36
NW int 47793368	0.29
NW int 47793120 SIBA	4.26
Total to 30.11.17	7727.64

December Income

MUGA	12.00
KRCT (inv 127,128,132)	853.47
	865.47

Balances as at 30.11.17

Balance at Metro current account	11257.78
Balance at Metro reserve account	65231.84
Balance at NatWest Direct Reserve a/c	8311.23
Balance at NatWest SIBA Account	97464.01
NatWest current account	100.00
Petty Cash	27.79

KPC Cash Balance

182392.65

Bank Reconciliation as at 30.11.17

Opening Balance from 31.10.17	227602.56
Plus income during November	7727.64
Less expenditure during November	54243.23
Subtotal	181086.97

Plus cheques not presented at 30.11.17	1305.68
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Subtotal	182392.65
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Less December payments NW 1756 onwards	2919.47
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Plus December income	865.47
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Balance at meeting date 12.12.17

180338.65

Invoices Received & Payments due in November from last meeting date

	Ref	Net	VAT	Total
		£ p	£ p	£ p
J.Lungley - website	NW1733	60.00	0.00	60.00
HMRC-PAYE	NW1734	1419.94	0.00	1419.94
Outdoor Gym Co-maint kit	NW1735	59.00	11.80	70.80
V.Luery - exp maint items	NW1736	23.01	4.61	27.62
GCWSPC-Van fuel Apr, May,June,July,Aug	NW1737	233.00	0.00	233.00
M.Russell-expenses stationery	NW1738	13.05	1.00	14.05
A.Breese-expenses printer ink	NW1739	65.83	13.17	79.00
KCC - rock salt Rec Centre	NW1740	73.56	0.00	73.56
Employee #1 - salary	NW1741	372.30	0.00	372.30
Employee #2 - salary	NW1742	128.00	0.00	128.00
Employee #3 - salary	NW1743	1854.33	0.00	1854.33
Employee #4 - salary	NW1744	112.80	0.00	112.80
Employee #5- salary	NW1745	955.28	0.00	955.28
Cancelled	NW1746	0.00	0.00	0.00
Employee #6 - salary	NW1747	552.67	0.00	552.67
Coffee etc	PC	14.76	0.00	14.76
Coffee mugs	PC	4.84	0.00	4.84
Christmas event items	PC	93.95	0.00	93.95
Plastic forks etc Rec Centre opening event	PC	3.00	0.00	3.00
Biffa pavilion refuse	MDD	75.98	0.00	75.98

Cancelled	NW1748	0.00	0.00	0.00
L.Bunn - Rec Centr open refreshments	NW1749	58.99	0.00	58.99
One Clean Windows/gutters Rec Centre	NW1750	205.00	0.00	205.00
Chubb - Pavilion security	NW1751	64.44	0.00	64.44
A.Luery - exp printer ink	NW1752	34.57	6.91	41.48
L.Bunn - expenses postage	NW1753	23.40	0.00	23.40
Siemens - photocopier lease	DD	194.63	38.92	233.55
Gibbs & Sons - playing field	NW1754	130.00	26.00	156.00
Geerings-photocopier	NW1755	191.31	38.26	229.57
		7017.64	140.67	7158.31

December Expenditure

Cancelled	NW1756	0.00	0.00	0.00
KRCT-office rent	NW1757	250.00	0.00	250.00
Cancelled	NW1758	0.00	0.00	0.00
James Lungley-website	NW1759	60.00	0.00	60.00
KCC - stationery	NW1760	11.04	0.00	11.04
Employee #1-salary	NW1761	1771.23	0.00	1771.23
Alliance Building - ADT final inv	NW1762	553.93	0.00	553.93
BT - telephone and broadband	MDD	227.73	45.54	273.27
		2873.93	45.54	2919.47

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. Outdoor Gym Co - maintenance kit for equipment
3. GCWSPC Share of van fuel April, May, June, July and August
4. KCC rock salt for Rec Centre (re-imbursed)
5. Biffa refuse for pavilion
6. One Clean - window cleaning and gutter clearing Rec Centre (to be re-imbursed)
7. Chubb - work on pavilion security system
8. Siemens & Geerings photocopier lease and copier charges (final reading old machine)
9. Gibbs & Sons-1 x cut, strim fence line
10. Alliance Building - final invoice for Rec Centre Build - ADT invoice work on security system

Budget Report for 2017/2018

<u>Income to 12.12.17</u>	Budget 2017/18	YTD	Variance
Precept	145484	145484	0
Grants	4660	4660	0
Interest	200	58	142
Pavilion	5500	1046	4454
MUGA	5580	1277	4303
Functions	50	75	-25
Shared Handyman	2250	41	2209
Other (ALT refund)	0	4469	-4469
Sub Total	163724	157110	6614
VAT reclaim	0	8906	-8906
Total	163724	166016	-2292
<u>Expenditure to 12.12.17</u>	Budget 2017/18	YTD	Variance
Salaries	70000	56583	13417
Section 137	0	0	0

Communications	2500	622	1878
General Admin	15000	11072	3928
Subscriptions	1350	1316	34
KRCT-Rec Centre Build (excess over S106)	0	123355	-123355
KRCT - Rec Centre	1000	24000	-23000
Main & 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	4367	10633
MUGA	4000	0	4000
Capital/Asset	36000	19733	16267
Handyman Scheme	4000	4159	-159
Parish Office	3000	1500	1500
Sub Total	168800	257779	-88979
Reclaimable VAT	0	8404	-8404
Total	168800	266183	-97383

PC presented revised budget and five year plan figures following budget meeting held on 28th November. This resulted in following precept and grant claim.

Parish Precept and Grant Claim Form

	£
Council tax support grant claimed for 2018/19	2990
Total amount to be charged to local taxpayers (precepted) by Parish	210570
Sub Total (The cash precept for the Council)	214560
Concurrent functions grant claimed for 2018/19	590
Total payment expected from Ashford Borough Council	215150

JH proposed that the budget, precept and grant figures be accepted, AL seconded, all agreed

10. Planning

HM presented the current planning applications:-

APPLICATION NUMBER: 17/01684/AS

APPLICATION TYPE: FULL PLANNING PERMISSION

ADDRESS: LAND NORTH OF BROADVIEW CLOSE AND WEST OF FINN FARM ROAD, KINGSNORTH

APPLICANT: TAYLOR WIMPEY AND PERSIMMON HOMES SOUTH EAST

PROPOSAL: TEMPORARY ERECTION OF A BUS TURNING FACILITY INCLUDING BUS SHELTER, LANDSCAPING, SIGNAGE, STREET LIGHTING AND ASSOCIATED GROUNDWORKS (RETROSPECTIVE)

WARD: WEALD EAST

OFFICER NAME: WILLIAM MCKANE

COMMENTS: **Support**

APPLICATION NUMBER: 17/01732/AS

APPLICATION TYPE: RESERVED MATTERS

ADDRESS: LAND AT CHILMINGTON GREEN, ASHFORD ROAD, GREAT CHART

PROPOSAL: RESERVED MATTERS APPLICATION FOR THE CONSTRUCTION OF ACCESS MAINTENANCE LAYBY, GAS GOVERNOR HOUSING AND NEW HEDGEROW PLANTING, LOCATED ADJACENT TO THE LANE NEAR COULTER ROAD, AND AN ACCESS MAINTENANCE LAYBY AND UNDERGROUND CHAMBER LOCATED ADJACENT TO MOCK LANE PURSUANT TO OUTLINE PLANNING APPLICATION 12/00400/AS

WARD: GREAT CHART WITH SINGLETON NORTH, WASHFORD

OFFICER NAME: PAOLO LESBORDES

COMMENTS: **No comment**

APPLICATION NUMBER: 17/01720/AS

APPLICATION TYPE: FULL PLANNING PERMISSION

ADDRESS: HENGISTBURY, STEEDS LANE, KINGSNORTH, ASHFORD, TN26 1NQ

APPLICANT: MR & MRS SAUNDERS

PROPOSAL: ERECTION OF A TWO STOREY SIDE EXTENSION WITH SINGLE STOREY LEAN TO, SINGLE STOREY REAR EXTENSION WITH RAISED PATIO, FRONT PORCH, EXTENSION OF HARD STANDING PARKING AREA AND INCREASE OF EXISTING ROOF HEIGHT.

WARD: WEALD EAST

OFFICER NAME: PAOLO LESBORDES

COMMENTS: **Support**

APPLICATION NUMBER: 17/01758/AS

APPLICATION TYPE: REMOVAL OF CONDITION

ADDRESS: TESCO STORES LTD, MOAT FIELD MEADOW, KINGSNORTH, ASHFORD, TN23 3LU

APPLICANT: TESCO

PROPOSAL: VARIATION OF CONDITION 1 ON PLANNING PERMISSION 15/00750/AS TO ALLOW FOR THE PERMANENT CONSENT FOR DELIVERY ARRANGEMENTS AND SUBSEQUENT REMOVAL OF CONDITION 2 ON PLANNING PERMISSION 15/00750/AS RELATING TO THE NOISE MEASUREMENT MONITORING SCHEME

WARD: KINGSNORTH

OFFICER NAME: PAOLO LESBORDES

COMMENTS: **Strongly Object**

APPLICATION NUMBER: 17/01761/AS

APPLICATION TYPE: FULL PLANNING PERMISSION

ADDRESS: 48 BRITANNIA LANE, KINGSNORTH, ASHFORD, KENT, TN23 3PL

APPLICANT: MR & MRS D WILLIAMS

PROPOSAL: CONVERSION OF EXISTING GARAGE INTO A SELF CONTAINED HABITABLE AREA

WARD: PARK FARM NORTH

OFFICER NAME: SALLY HODGSON

COMMENTS: **Freestanding garage conversion not to be sold separately**

APPLICATION NUMBER: 17/01771/AS

APPLICATION TYPE: FULL PLANNING PERMISSION

ADDRESS: 23 PARK WOOD CLOSE, KINGSNORTH, ASHFORD, KENT, TN23 3NQ

APPLICANT: MISS JADE STEADMAN

PROPOSAL: ERECTION OF A TWO STOREY SIDE EXTENSION AND CHANGE OF USE OF AMENITY LAND TO RESIDENTIAL TO INCORPORATE GARDEN AND PARKING WITH DROPPED KERB ACCESS.

WARD: PARK FARM NORTH

OFFICER NAME: PAOLO LESBORDES

COMMENTS: **Object – loss of amenity land – Request Tina Heyes refer to Planning Committee**

APPLICATION NUMBER: 17/01790/AS

APPLICATION TYPE: FULL PLANNING PERMISSION

ADDRESS: 9 COLLIE DRIVE, KINGSNORTH, ASHFORD, KENT, TN23 3GR

APPLICANT: MRS EMILY LYDAMORE

PROPOSAL: PROPOSED GARAGE CONVERSION TO LIVING ACCOMMODATION PROPOSED DRIVEWAY EXTENSION TO PROVIDE 2 PARKING SPACES SINGLE STOREY TIMBER BIKE STORE EXTENSION TO SIDE ELEVATION

WARD: WASHFORD

OFFICER NAME: SALLY HODGSON

COMMENTS: **Support**

Local plan – nothing to report, going to Cabinet. **AB** commented that late entry omission sites could be subject to different treatment and may alter neighbourhood plans which had been worked on for a considerable time. **ABC** should be communicating with neighbourhoods where this has occurred.

11. Minutes & Actions Arising from Committees / Groups:

- **Access & Open Spaces Sub Committee.**

HM reported that bridleway is wider than a footpath hence requested £10k contribution towards cost. **SD** reported that meeting on Friday 15th with **ABC** and **KWT** will seek to draw boundary line around Country Park and discuss management and that he would also like to see The Moat included. **AB** re-iterated that **KPC** wishes to incorporate 2 fields into Country Park, the farthest one to be recreational and the nearer one to be for wildlife. **SD** suggested that **ABC** should purchase flood plain land between Finberry and Bridgefield.

- **Pavilion and Playing Field Sub Committee**

No report.

- **Staffing Committee**

To await report from PC regarding extra staffing requirements for Maintenance (Handyman) team.

JH proposed that Parish Office be closed from Thursday 21st December 2017 and will re-open on Thursday 4th January 2018. All agreed.

12. Kingsnorth Community Café Update

PC reported:-

For the month of November out of a potential 22 days opening, the café only had to close for three days due to staffing shortages. The total turnover for the Cafe in November 2017 was £750.02 with a total expenditures of £292.02, thus giving a net profit of £458.00. A recruitment campaign has been run from the Parish Office which has produced several contacts that eventually led to two new Volunteers joining the regular complement of Volunteers. As we move towards Christmas, Kingsnorth Parish Council is holding a special event for the children in the Parish. By invitation only, we have 24 under 5's having breakfast with Santa and 24 over 5's will be having lunch with Santa. All proceeds from this event are going towards the Woodchurch Carriage Driving For The Disabled and also to the Paula Carr Diabetic Centre at the William Harvey Hospital. Betty's Brownies, who supported our Macmillan coffee morning, are once again supporting this Santa event by donating some trays of Brownies. They have also offered whole boxes of Brownies with a 10% discount for the Kingsnorth Community providing they are booked through Bettys Brownies Facebook page quoting 'Kingsnorth Tea With Santa' or through myself or Marie.

13. Kingsnorth Recreation Centre Update and Financial Status

AL reported that SOL have been open for one month and doing well; evenings are busy and the gym area is open though not yet fully equipped. The Treasurer Nick Hulme has resigned from the Trustees and Stuart Moss has been co-opted as a trustee. The Short Mat Bowls Club has discontinued use of the Recreation Centre as the low number of members are unable to finance the rental required and their equipment takes a large amount of storage area. Finance to be dealt with under closed session.

14. Items for Next Agenda

None

Meeting was closed to public at 20.25

**There being no further business the meeting was closed at 21.20
Next Parish Council Meeting will be Tuesday 9th January 2018 at 19.00.**

Signature: _____ Date _____