

KINGSNORTH PARISH COUNCIL
Minutes of the Parish Council meeting held on Tuesday 12th July 2016
At Kingsnorth Pavilion, Church Hill, Kingsnorth from 1830

Present: Cllr Breese (Chairman), Cllr Luery (Vice Chairman) Cllr Barber, Cllr Moss, Cllr Male, Cllr Wedgbury, Cllr Holland, & Cllr Moorby
Borough Councillors: Cllr's Aline Hicks, Shorter & Bradford
Also in attendance: Len Bunn – Parish Clerk & Christine Drury – Assistant to Parish Clerk
Adrian Ellingworth – Assistant Caretaker

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

1. Apologies:

Cllrs Bartlett & Angell

2. Declarations of Interest

None declared

3. Members of the Public Items

None

4. Community Warden & PCSO Reports

PCSO's:

No PCSO's in attendance and no monthly report submitted.

Community Warden

The main problems reported were illegal fishing in the pond adjacent to Bluebell Road. The complaints are mainly concerning the behavior and the use of inappropriate language in the vicinity coupled with the fact that this is a no fishing area and 'no fishing' signs have already been replaced by ABC. PB has highlighted this complaint with ABC and is now looking to see if there is anything else that can be done to prevent the illegal fishing.

5. Borough Councilor's Report:

NS of East Kent local Authorities, including Ashford, were looking at some form of administrative merger to help reduce costs and Parish councils needed to be aware. He also advised us of the electoral review currently being undertaken, consultation to close on 5th September.

The work undertaken by the handyman service by the bus stops was noted and welcomed.

AH Advised us that national politics was in a state of flux and this could have implications for local government.

JW advised that the boundary review would create a new borough council ward for the village and Bridgefield.

6. Approve Minutes of the 14th June 2016:

Minutes approved with amendments. All agreed

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

None

8. Local Plan Update

HM we urgently need to set the dates for the resident's workshops as the closing date for comments on the LP was 10th August. To help make sense of the proposed new road going across Pound Lane it was agreed that one workshop should focus on the four sites that are affected and another workshop for all the other sites.

We expressed concern that the promotion of the ABC events was poor and the adverts promoting them were often after some of the dates, we will need to consider how we promote our workshops as the local paper is no longer the prime source of local news, we need to consider local radio and TV and the use of social media.

HM held the LP meeting with parish councilors and circulated the comments were raised in the first consultation to check if they were still valid. Many of our concerns had been taken into account and the number of units proposed initially for Kingsnorth was dramatically reduced.

AB advised that in her capacity as chair of the Ashford branch of KALC they would be hosting a workshop with Simon Cole for all parishes to go through the LP as there are many similar issues affecting parishes and cross boundary issues that are better reviewed in partnership with other parishes. All parish councilors had been invited to attend on the 13th July, 7.30 at the ABC council chambers.

9. Correspondence:

BT advised that BT Business Infinity charges will be increased by £3 per month from the 1st October 2016.

10. Finance

Financial statement to 12.7.16

<u>June Income</u>	£	p
Metro Bank interest	19.34	
Matt Burt	45.00	
Caffyns-MUGA	12.00	
GCWSPC shared handyman	164.64	
NW int Reserve a/c	4.04	
SIBA A/C interest	120.69	
Total to 30.6.16	365.71	
<u>July payments received to 12.7.16</u>		
Metro Bank interest	18.72	
Caffyns- MUGA	12.00	
Total to 12.7.16	396.43	
Balances as at 30.6.16		
	£	p
Balance at NatWest Current Account	100.00	
Petty Cash	17.00	
Balance at NatWest Direct Reserve Account	98285.01	
Balance at NatWest SIBA Account	114317.15	
Balance at Metro current account	10000.00	
Balance at Metro reserve account	65074.21	
KPC Cash Balance	287793.37	
Bank Reconciliation as at 30.6.16		
	£	p
Opening Balance from 31.5.16	293218.91	
Plus income during June	365.71	
Less expenditure during June	11467.66	
Subtotal	282116.96	

Plus cheques not presented as at 30.6.16	5676.41
Subtotal	287793.37
Plus July income to date	30.72
Less July payments NW1405 onwards	2199.47
Balance at meeting date 12.7.16	285624.62

<u>Held on behalf of KRCT included in above balance</u>	1642.42
Less Chq NW 1403 Kingsford's	1015.56
Balance Held	626.86

Invoices Received & Payments due in June from last meeting date

	Ref	Net		VAT		Total	
		£	p	£	p	£	p
D Jenkins-new padlock field barrier	NW1390	18.32		3.66		21.98	
Employee #1-salary	NW1391	740.85		0.00		740.85	
Employee #2-salary	NW1392	493.30		0.00		493.30	
Employee #3-salary	NW1393	96.60		0.00		96.60	
Cancelled	NW1394	0.00		0.00		0.00	
Employee #4-salary	NW1395	402.75		0.00		402.75	
D Jenkins-med exam D1 license	NW1396	90.00		0.00		90.00	
Total Gas - pavilion	DD	332.45		0.00		332.45	
Zurich-KRCT indemnity	NW1397	273.78		0.00		273.78	
Chubb-pav alarm call out & repairs	NW1398	294.90		0.00		294.90	
Kingsnorth Electrical-Pavilion repairs	NW1399	113.77		0.00		113.77	
Automotive Leasing-van 50% to GCWSPC	DD	2878.36		575.67		3454.03	
KCC-pav clean supplies	NW1400	4.92		0.00		4.92	
Ashford Leisure Trust-office rent	NW1401	750.00		0.00		750.00	
Trans Fire Protection-inspection	NW1402	158.76		0.00		158.76	
Kingsford's Solicitors re KRCT	NW1403	1015.56		0.00		1015.56	
BT-telephone	NW1404	164.71		32.94		197.65	
NW Bank - charges	DD	10.00		0.00		10.00	
Ideal Security chq 1261 canc	Cancelled	-3345.00		-669.00		-4014.00	
Total to 30.6.16		4494.03		-56.73		4437.30	
July Expenditure							
Employee#1 - salary	NW1405	1696.84		0.00		1696.81	
L.Bunn - expenses	NW1406	19.78		0.00		19.78	
Gibbs & Son-Field maint	NW1407	380.00		76.00		456.00	
L.Bunn - expenses	NW1408	26.88		0.00		26.88	
Total to 12.7.16		6617.53		19.27		6636.77	

Notes:

1. Part funds in SIBA account & direct Reserve account being held in reserve for funding for impact of Village Green, capital cost of Brisley Farm & Bridgefield leisure and recreation areas. Exact figures required will not be known until details of S106 funding are finalised.
2. Zurich Insurance-indemnity for new KRC Trustees
3. Chubb-call out and repairs to PIR
4. Kingsnorth Electrical- replace faulty emergency light, replace socket in kitchen.
5. Automotive Leasing- 1 year cost of van lease, 50% to GCWSPC.
6. Trans Fire Protection- pavilion-inspect appliances, spare parts and consumables, top up, re-pressurise extinguisher.
7. Kingsford's-legal fees paid from funds held on behalf of KRCT.
8. Ideal Security-cancellation of cheque issued for CCTV installation for MUGA which was paid

by MUGA installation contractor.

9.Gibbs-5xcuts, strim fence line, cut round trees.

Budget Report

Income to 12.7.16

	Budget 2016/17	YTD	Variance
Precept	141950	70975	70975
Grants	5250	2625	2625
Interest	736	209	527
Pavilion	4900	336	4564
MUGA	5580	609	4971
Functions	80	27	53
Shared Handyman	1500	165	1335
Other	1000	50	950
Sub Total	160996	74996	86000
VAT reclaim	0	3090	-3090
Total	160996	78086	82910

Expenditure to 14.6.16

	Budget 2016/17	YTD	Variance
Salaries	70000	13866	56134
Section 137	0	0	0
Communications	1000	180	820
General Admin	11000	6265	4735
Subscriptions	1300	55	1245
Recreation Centre	0	0	0
Main & repair - Other	1700	36	1664
Maint& Repair - PI/Field	5400	1578	3822
Other	0	1016	-1016
Travel	122	0	122
Pavilion	5000	2060	2940
MUGA	4000	0	4000
Capital/Asset	52474	-3345	55819
Handyman Scheme	6000	3444	2556
Parish Office	3000	750	2250
Sub Total	160996	25905	135091
Reclaimable VAT	0	1285	-1285
Total	160996	27190	133806

* Budget £1k transferred from Communications to General Admin

Legal fees re KRCT included in Gen Admin £1152 (2016/2017) plus £984 from 2015/2016

Total to date = £2136

Eviction fees included in Gen Admin **£2375 + VAT**

Gen Admin figure includes Legal fees + eviction fees in 2016/2017 = **£3527**

11. Planning:

Applications needing a decision at this meeting

- 16/00668/AS –60 Langney Drive, Kingsnorth TN23 5UL –Proposed side storey side & rear extension with addition of 3 roof lights – **No objection**
- 16/00858/AS – Bond Farm, Bond Lane, Kingsnorth TN23 3ES– Prior notification for the conversion of two residential dwellings with associated operational development–**No comment**
- 16/00976/AS - 20 Bryony Drive, Kingsnorth TN23 3RE – Part garage conversion to utility room–**No objection**

12. Minutes & Actions Arising from Committees / Groups:

Access & Open Spaces Sub Committee:

HM advised that progress was being made regarding footpaths and that she was in correspondence with the relevant officers. **AB** asked if the PC was copied into this correspondence and if and when it should be sent out on headed paper and in the name of the proper officer, **HM** advised that this was at an early stage and when an official instruction needed to be given she would advise the PC.

AL expressed concern about the rubbish found in Joys wood, especially that relating to drug use, this information was to be passed on to PCSO Katie Parish and the Community Wardens. This was at the Stanhope end of the wood.

JH expressed his dissatisfaction with the time it had taken to receive the transfer document for Riverside Close so we can install the play equipment. The PC had now received the documents but was querying some aspects and would report back.

Pavilion & Playing Field Sub-Committee:

No recent meetings of this sub-committee have been held.

Staffing Committee:

JH advised that no recent meetings of the Staffing Committee had been held but staff had been taking their annual leave and dates for appraisals will be set shortly.

13. Community Café Update

PC advised that this project was now moving forward and that an opening date will be in the first two weeks of September 2016. This operation will be a Charity Commission operation but as yet it hasn't been able to submit any information as it is necessary to open a bank account in the name of the café and that hasn't been possible as there is no throughput of funds until the promised grants of £4,250 are received. In addition the ABC staff member who handles these grants is now away on holiday and will not return for two weeks, although they have been verbally agreed. The lead time of the coffee machine alone is two weeks but there are only 2 machines available in this batch at the discounted rate and the next batch is not expected to be available until the end of September. In view of this the **PC** requested that he be authorised to make payments on behalf of the Community Café to suppliers. If authorised, these upfront payments would be deducted from the grants, once the funds have been received, and the Grant Applications have already been submitted showing the KPC bank details. We also agreed to consider assistance in setting up a special purpose vehicle/ interest free short term loan to tide them over this period. **AB** asked for any comments and it was agreed by all that the **PC** be given this authority.

14. Kingsnorth Recreation Centre Update

PC confirmed that a Trustee meeting had been held on the 28th June 2016 and that draft Minutes would be presented to the Committee at the next Trustee meeting being held on the 14th July 2016 and once approved these will be circulated to all Parish Councillors for their information. The Trustees have been extremely active in this respect having held meetings with ABC, ALT and Little Acorns. Discussions have also taken place with Kingsford Solicitors regarding a revised and updated Agreement. This should be available shortly. The Trustees have also scheduled their meetings to be held on the first Tuesday of each month in order that reports can be presented to the Parish Council meetings being held on the second Tuesday of each month. KPC had nominated the PC to be the KPC representative trustee on the KRCT with Cllr AL as sub. The KRCT felt it would be more appropriate for PC to be co-opted onto the KRCT and AL to be the KPC nominee, all agreed.

The KRCT are having difficulty opening a bank account as there is no regular income going into it and the PC requested the PC consider a loan/grant to KRCT amounting to £250 per month for a twelve month period to

enable them to establish themselves, this could be deducted from any profit received, details to be finalised and reported back to the parish council at a future meeting.

14. Items for next Agenda:

Training / refresher courses for Parish Councilors, JW had attended and found it very useful, he particularly noted that minutes should be a record of decision made and that out minutes tended to cover who and what was said and we should look at this. All were encouraged to attend training as they provided opportunities to network and well as learn.

Update on security installations

- 15. 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 2140.

Next Parish Council Meeting will be Tuesday 9th August2016 at 1900.

Signature:_____ Date_____