

KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 13th December 2016

At Kingsnorth Pavilion, Church Hill, Kingsnorth from 19.00

Present: Cllr Breese (Chairman), Cllr Barber, Cllr Moss, Cllr Moorby, Cllr Dehnel

Borough Councillors: Cllr Aline Hicks

Also in attendance: Len Bunn—Parish Clerk, Christine Drury—Assistant to Parish Clerk, David Jenkins – Caretaker.

PCSO x 2, Community Warden - Peter Beasley.

3 members of the public.

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

1. Apologies:

Cllr Mike Angell, Cllr Bradford, Cllr Male, Cllr Luery, Cllr Paul Bartlett, Cllr Holland, Cllr Wedgbury (late)

2. Declarations of Interest

None declared

3. Members of the Public Items Open Forum

Andy Munroe from Park Farm Rangers Football Club spoke about the requirement for extra storage of equipment, mainly metal goalposts. He requested either (1) an extra container or (2) brackets to be installed on exterior of existing container to which the goal posts could be securely attached. **AB** said that (2) was the preferred option if PFR are prepared to take the risk of security. **PC** reported that the MUGA is a regular target for youths who enter and then access the School roof causing damage. **AB** also requested that all PFR participants be reminded to park vehicles considerately and respectfully following difficulties when school fete had clashed with football games the previous weekend.

4. Community Warden Report

CW had nothing of note to report. **AB** asked about vandalism on field near MUGA. **CW** replied that vandalism was sporadic and mainly took place in late hours. **SD** offered to re-schedule his regular dog-walking in the area.

PCSO Report

This month our PCSOs in Ashford have been spending time carrying out speed checks in the area. We understand that speeding is a continual problem in many areas of Ashford and also in Kingsnorth. Due to this we have been out with our speed indication devices trying to deter speeding on many of our roads around the district and earlier today we was in the ward conducting some checks.

We have also been carrying out many school patrols as part of a specialist operation to try and tackle the increasing issues caused by parking at some of our schools in Ashford. With the colder winter weather more parents have been taking their children to school in cars. This as we know can often cause some problem with congestion and the knock on effect of this is it can mean it is a little less safe around the schools with inconsiderate parking. In the lead up to Christmas we will be visiting a number of schools during drop off and collection times to try to deter and address the issues caused by inconsiderate parking.

In terms of crime there is nothing of note to report to the council so with this in mind I would like to take this opportunity again to just remind you to consider your household security at this time of the year. Please ensure that no expensive gifts or valuables are on show. Also make sure you close curtains in the evening and do not leave packaging for expensive items out by your bins as this advertises what you have inside.

If you wish to report any crimes to police please use 101 and if it is an emergency 999

I hope you all have a Merry Christmas and a Happy New Year

PCSO Andrew Huckstepp 58551

5. Borough Councillors Reports:

AH asked that KPC should support Shadoxhurst Parish Council request for 40mph speed limit on old A2070 to be extended. **AB** reported that KPC has already agreed to support Shadoxhurst on that matter. **AH** reported that

abarrier has been installed by the roundabout at road entrance to Ashford International Station and associated Car Parks. 20 minutes free is allowed for drop off and pick-ups. It is envisaged that there could be problems with traffic queues and also if trains are not running to schedule the 20 minute free period could be exceeded. **AH** read out a pleasantly composed letter from Max a Year 5/6 pupil at Kingsnorth School requesting that netting could be installed over the MUGA to prevent balls being kicked or thrown out of the court.

6. Approve Minutes of the 8th November 2016

Minutes approved. All agreed.

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

None

8. Correspondence

AB summarised a complaint received from Kingsnorth School regarding car parking by a Pavilion tenant culminating in an unpleasant incident. In consequence Kingsnorth School has requested:-

- (1) Vehicles do not park in front of bollards – agreed.
- (2) School holds key to bollards – agreed, for emergency use only.
- (3) Area in front of bollards to be marked “no parking” – agreed.
- (4) KPC to inform School and reserve parking in advance for deliveries/contractors to Pavilion, to be scheduled outside School drop off and pick up times – agreed if possible, although there would be occasions when times could not be precise.

AB suggested that it would be advantageous to liaise with the School more closely in future to discuss use of the pavilion. The School has suggested using a barrier to limit access to the school section of the car park at key hours only, not on a permanent basis. **AB** has apologized to the School over the original incident. **AH** questioned ownership and use of the car park. **AB** has the original access licenses and was keen for there to be no disagreements over the mutual arrangements. **AH**, as a school governor, pointed out that safety of children was paramount and pushing vehicles onto the highway could cause alternative problems. **AB** felt that the School and KPC should work together in the future to find the best possible solutions.

9. Finance

Financial statement to 13.12.16

November Income from last report

	£	p
Metro Bank interest	18.72	
NatWest interest 47793368	1.56	
<u>Total to 30.11.16</u>	20.28	

Dec income

Metro Bank interest	10.89
Total to 13.12.16	10.89

Balances as at 30.11.16

NatWest current account	100.00
Petty Cash	92.20
Balance at NatWest Direct Reserve Account	98303.12
Balance at NatWest SIBA Account	145011.71
Balance at Metro current account	10000.00
Balance at Metro reserve account	65167.81
KPC Cash Balance	318674.84

Bank Reconciliation as at 30.11.16

	£	p
Opening Balance from 31.10.16	320507.52	
Plus income during November	3496.01	
Less expenditure during November	7937.44	
Subtotal	316066.09	
Plus cheques not presented as at 30.11.16	2608.75	
Subtotal	318674.84	

Less Dec payments NW1467 onwards	1966.13
Plus income during December	10.89
Balance at meeting date 13.12.16	316719.60
Held on behalf of KRCT included in above balance	376.86
Held on behalf of Community Café included in above	550.00
Invoices Received & Payments due in November from last meeting date	

	Ref	Net £ p	VAT £ p	Total £ p
James Lungley - website	NW1450	60.00	0.00	60.00
Employee # 1 - salary	NW1451	495.40	0.00	495.40
Employee # 2 - salary	NW1452	96.60	0.00	96.60
HMRC- PAYE	NW1453	2456.61	0.00	2456.61
Southern Water-pav -15/3 - 23/9	NW1454	133.86	0.00	133.86
Cancelled	NW1455	0.00	0.00	0.00
Cancelled	NW1456	0.00	0.00	0.00
KCS - litter picker + high viz	NW1457	71.60	14.32	85.92
KALC - Cllr Barber training	NW1458	60.00	12.00	72.00
Playsafety-Playground insp course DJ	NW1459	605.00	82.00	687.00
British Legion-poppy wreath	NW1460	16.00	0.00	16.00
BT-telephone	NW1461	175.42	35.08	210.50
Employee #3 - salary	NW1462	460.84	0.00	460.84
Cancelled	NW1463	0.00	0.00	0.00
L.Bunn - expenses	NW1464	22.40	0.00	22.40
KCC - replacement shredder	NW1465	221.10	44.22	265.32
A.Breese - exp - ink	NW1466	37.87	7.57	45.44
Total to 30.11.16		4912.70	195.19	5107.89

December Expenditure

James Lungley - website	NW1467	60.00	0.00	60.00
Gibbs & Sons	NW1468	90.00	18.00	108.00
Cancelled	NW1469	0.00	0.00	0.00
Cancelled	NW1470	0.00	0.00	0.00
Employee # 4 - salary	NW1471	1647.95	0.00	1647.95
Lister-Wilder-lawnmower service	NW1472	108.95	21.79	130.74
KCC- Hi viz clothing	NW1473	16.20	3.24	19.44
Total to 13.12.16		1923.10	43.03	1966.13

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

2. KALC - Dynamic Councillor Workshop - Cllr Barber

3. Playsafety-Playground inspection course D.Jenkins - Operational Playground Inspection Course - ROSPA

4. Gibbs & Son- 3x cuts,

5. Lister Wilder - lawn mower service, 50% to GCWSPC

Budget Report

Income to 13.12.16

	Budget 2016/17	YTD	Variance
Precept	141950	141950	0
Grants	5250	5250	0
Interest	736	402	334

Pavilion	4900	1245	3655
MUGA	5580	1151	4429
Functions	80	27	53
Shared Handyman	1500	1634	-134
Other	1000	-466	1466
Sub Total	160996	151193	9803
VAT reclaim	0	6066	-6066
Total	160996	157259	3737

Expenditure to 13.12.16

	Budget 2016/17	YTD	Variance
Salaries	70000	34179	35821
Section 137	0	0	0
Communications	1000	801	199
General Admin	11000	12787	-1787
Subscriptions	1300	55	1245
KRCT	0	250	-250
Main & repair - Other	1700	636	1064
Maint & Repair - Pl/Field	5400	3354	2046
Other	0	0	0
Travel	122	20	102
Pavilion	5000	5968	-968
MUGA	4000	116	3884
Capital/Asset	52474	3159	49315
Handyman Scheme	6000	4929	1071
Parish Office	3000	1500	1500
Sub Total	160996	67754	93242
Reclaimable VAT	0	3337	-3337
Total	160996	71091	89905

Repair to play equipment

The roundabout/daisywheel in the playground requires repair. Park Leisure, the original supplier, has quoted £500 to carry this out. Agreed. It will necessitate the equipment being removed. Caretaker to make the area safe whilst this is carried out.

10. Planning: HM presented the current applications:

16/01591 – 5 Chaffinch Drive TN23 3QD

Propose change of use of amenity land to garden and new garden wall (retrospective)

Object, oppose destruction of hedge and goes against original design.

16/01648 – 39 Chestnut Lane TN23 3LR

2 storey side and rear extension and single storey rear extension.

Support

16/01686 – 7 Cormorant Place, Finberry, TN25 7FT

Garage shutter door to car barn (retrospective)

Poor quality application documents. Seek policy guidance from ABC.

16/01677 – 55 Acorn Close, TN23 3HR

Conversion of garage to utility and store.

Support

16/01704 – Land E of Southdown Close and N of Cheesemans Green Lane.

Bridgefield Community Park and play area including 9 car parking spaces and footbridge

Support

16/01723 – 20 Greencroft TN23 5LG

2 x single storey garages to side and rear single storey extension

No objection

16/01733 – 1 Bishopswood TN23 3RD

Convert garage to habitable accommodation and enlarged porch (disabled adaptation)

Support

20.15 – Cllr Barber left the meeting

11. Minutes & Actions Arising from Committees / Groups:

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

Kestrel Park – **HM** reported that following site meeting with ABC representatives it has now been decided to designate the proposed meadow as “grassland”. The area cannot yet be cut as it is too wet and there is the possibility of newts being present. **AB** wanted clarification of the management agreement. It would not be possible to buy and store suitable equipment on the site so KPC will probably not carry out the work. It was suggested that quotes should be obtained from Aspire, Singleton Environmental Centre and 1 other.

Riverside Close – **HM** reported that the area has been kept short and is now suitable for installation of equipment. **LB** reported that 2 quotes had been obtained and Wicksteed had quoted £12,995, (within the budgeted figure). All agreed to accept this tender. Work to start as soon as possible and to be paid within the current financial year.

Footpaths - 2 tenders had been obtained. All agreed to accept Wilson Landscape tender of £28,250. Work to commence in January, weather dependent. Footpaths to provide safer all weather routes to the School. **HM** to apply to ABC for planning permission.

Footpaths Diversion – **HM** reported that closure of path across field, diversion and conversion into bridleway had been agreed.

Orchard – **HM** reported that durable labels were now ready to be placed on the trees in the orchard and is seeking volunteers to carry this out. **HM** reported that she had obtained 2 quotes to prune the trees and the quote of £163.60 from the original pruner was accepted.

AB gave thanks to **HM** for all the work which she has put into these projects

- **Pavilion and Playing Field Sub Committee**

SD reported that he has been working on the plans for the Pavilion, Car Parks and School. He is attempting to get the plans into a logical sequence to be able to compile a programme of events. The Village Hall is due to be surveyed and then there will be a decision on whether to repair or replace. Eventually there will be crystal clear choices for an area fit for the 21st Century.

- **Staffing Committee:**

JH was not present but had written to propose that the Parish Office should close from 19th December 2016 to January 3rd 2017 inclusive, reopening on January 4th 2017. All agreed.

12. Kingsnorth Recreation Centre Update

PC reported that the plans for improvements at the Recreation Centre building have been submitted to ABC. The operating contract with ALT finishes on 31st March 2017. ALT is re-paying £21,004 to KPC. Staffing at the Centre is poor; there are 3 employees only and the Centre should be staffed by 2 people at any one time. Repairs are not being carried out e.g. gent’s urinals and emergency lighting not working. Marketing is poor; the Main Hall is empty most of the time. **AB** formally thanked the Trustees for facilitating the repayment to KPC.

13. Kingsnorth Community Café Update

PC reported that the Café has been very successful and has been able to allocate £1,139 into the Community Fund over the last 3 months. Requested grants will be considered. There is a shortage of volunteers and new recruits are always welcome. The decorating scheme with “Garden” theme has been chosen on a toned down basis. There is a “dog” room and members of the nursery hold their meetings in the cafe. **HM** questioned the situation when the “rent free” period expires. **SD** said this will be discussed in Pavilion sub-committee when the time comes

14. Joint Parish Council Traffic Group Terms of Reference

HM reported:-

The purpose of this group is to work with KCC highways to establish a strategic relationship between the parishes and KCC’s response to traffic management in the Parishes and in particular in Kingsnorth Parish in relation to the work of dualling the A28 between Matalan roundabout and the Tank roundabout and the development of the road infrastructure in relation to the development of the Chilmington Green new village.

These terms of reference take into account the following;

- Assistance in responding to issues relating to infrastructure.
- Local knowledge of lanes in the Parish.

- Roads; connectivity, safety and rural hierarchy and character
- Knowledge of existing traffic problems, rat runs, HGV problems in narrow roads and dead ends.

There are 8 to 9 Parish members, including Shadoxhurst and representatives on the group from KPC are **HM** and **AL**

21.00hrs – Cllr Wedgbury arrived.

15. Emergency Planning

PC distributed list covering emergency telephone numbers and procedures. UK Power Networks has a register of vulnerable residents. **AH** reported that resilience plan covers all properties prone to flooding. **PM** requested information for Medical Practice.

16. Items for next Agenda:

- Reverend Caroline Mansley introduction in Open Forum
- Kingsnorth Medical Practice – **AB** reported that the Practice needs more facilities and that KPC should be involved in a planning meeting. **Trevor Measday** reported that one member of their staff is due to become a Trustee at KRCT. **AH** suggested that Cllr White should also be invited to discussions.

There being no further business the meeting was closed at 21.05. AB wished Seasons Greetings to all present.

Next Parish Council Meeting will be Tuesday 10th January 2017 at 19.00.

Signature: _____ Date _____