

KINGSNORTH PARISH COUNCIL  
Minutes of the Parish Council Meeting held on Tuesday 13<sup>th</sup> October 2015  
At Kingsnorth Pavilion, Church Hill, Kingsnorth from 1830

**Present:** Cllr Breese, Cllr Barber, Cllr Male, Cllr Moorby, Cllr Moss, Cllr Wedgbury  
Also in attendance: Len Bunn – Parish Clerk  
Christine Drury – Assistant to Parish Clerk  
Borough Councilor Paul Bartlett

**1830 Closed Session**

1900 The Chairman now welcomed the Parish Councilor's and also members of the Public to the meeting.

**1. Apologies:**

Cllr Holland (hospital)  
Cllr Luery (holiday)  
Cllr Dehnel (clash of meetings)

**2. Declarations of Interest**

Cllr Breese – Non pecuniary interest item 9  
Cllr Moorby – Item 9

**3. Open Forum**

No requests received from the public to speak

**4. Members of the Public Items**

None

**5. Community Warden & PCSO Reports**

**Community Warden:**

The Community Warden advised that no significant issues during the past month with the exception of an attempted daylight burglary from a property in Park Farm.

**PCSO's not in attendance but following report given:-**

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)-Park Farm/ Kingsnorth / Bridgefield & Knights Park
  - PCSO PARISH (58951@kent.pnn.police.uk)- Washford Farm & Chartfields
    - PCSO CARR (57330@kent.pnn.police.uk)- Stubbs Cross

**Kingsnorth report August 2015**

**(Figures 11/08-08/09)**

**Park Farm**

**PCSO SMITH Reports-**

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

1 x attempted burglary from property in Park Farm. No offenders caught. Nothing taken & intruders believed to have been disturbed whilst attempting to gain access. Isolated incident. Only one reported in the area.

1 x theft of a garden bench from a front garden. No offenders caught or seen

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

Several calls received regarding speeding vehicles on Ashford Road, Kingsnorth. Several speed checks have been conducted in the area at different times of the day and these will be continued.

A few call received regarding nuisance youths in the Bridgefield area and the roads in question have been highlighted on our Anti-Social behaviour vehicle and evening checks have been conducted to help deal with this issue.

**Washford/Coleman Kitchen (Chartfields)**

**PCSO PARISH Reports-**

1 x burglary other than dwelling – Speldhurst Close

1 x thjeft by finding – plants taken from a garden in Chartfields.

1 x theft from motor vehicle – petrol taken from vehicle.

1 x attempted burglary – bike sheds property of Moat Housing were attempted to be broken into. The door was damaged but no one was able to gain entry.

1 x criminal damage – vehicle damaged.

No reports of ASB in the area.

**Kingsnorth Village and Bridgefield**

**PCSO Smith Reports-**

1 x theft of scaffolding from building site on Bridgefield 2. No offenders caught.

1 x burglary from property on Church Hill. Property currently empty. No offenders caught.

**Stubbs Cross**

**PCSO Gary CARR reports-**

Gary Carr has said there is nothing to report

**6. Borough Councilor's Report**

**Cllr Paul Bartlett**

JTB had a productive meeting with Network Rail; they were moderately interested in a rail halt at Bridgefield. They had an ongoing programme (£1.2m) to upgrade of the line to electric.

We need to give our views on the rail halt.

Highways would not approve any HGV signs at the entrance to Bridgefield as access was required for construction traffic. The issue was with satnavs giving the incorrect directions.

AB advised that other parishes had installed their own signs without highways consent, should we go down this route?

Truck stop may expand and in the process signage and guidance improved.

PB asked if pictures of trucks in Bridgefield continue to be sent to him.

PB met with Mark Carty who is retiring soon, we need to give him our wish list for Bridgefield, and PB has suggested CCTV camera and fence to cover the play area.

Discussions on the local plan continue through the task group and it is likely that some support will be given for WE16 & WS11.

### **Cllr Jim Wedgbury**

JW Advised that if councils do not have sufficient sites the government will take the planning decisions over.

He advised that the gates to the Entrance Park were now in place to prevent illegal encampments.

KCC will be consulting on their budget as they have to find cuts of £38m. Over half of their budget is spent on adult social care and children's services, and they will be cutting subsidies to buses as part of these savings proposals

#### **7. Approve Minutes of 8<sup>th</sup> September 2015:**

Minutes were approved with no requests for amendments. Proposed by Cllr Moorby, seconded by Cllr Moss and all agreed

#### **8. Matters arising from previous Minutes & not on the Agenda or Action Sheet:**

Bridgefield:

AB set out the timeline for consultation events relating to Bridgefield, these were approved.

The outstanding issue was the bus route and who would be consulted.

JW felt that everyone on the bus route should be included as if approved it could change existing routes, SB argued that as the funding was specifically for a bus route for Bridgefield residents that only they should be included in the survey.

The plan provided by PB only showed the parking restrictions not the route; he indicated that he would only permit discussion on this element of the proposal at the JTB.

JW proposed that all residents affected by the proposed bus route be included in the consultation exercise, seconded by JW.

SB proposed that only residents in Bridgefield 1&2 be included in the consultation exercise, seconded by HM, supported by AB, PM abstained.

Second proposal carried with a clearer plan showing the whole route to go out along with a tear off slip for replies for those unable or willing to use the online survey.

Newsletter with these minor amendments will be sent out.

The PC advised that if new leaflets are to be produced the printer in the Parish Office is unable to produce a satisfactory and professional copy that is required and that volume printing should be carried out by a professional printer. If high volumes of printing are going to continue to be required a new printing machine will be needed in the Parish Office, as the present printer costs for high volumes far exceeds what printers charge and after each 100 copies printed the machine stops printing as it overheats. Costs for the first large volumes of leaflets cost in the region of 11p per copy compared to a printers costs of £85.

Conservation Area:

AB advised that HM, JH and AB met with the consultants engaged by ABC to review the conservation area, only two reviews were being undertaken in Ashford.

It was felt that the area and inclusion of the core historic buildings was correct but we needed to review the boundary as part of the playing field in the conservation area was protected by the buffer zone and it was more logical for all of it to fall within the remit of one policy to ensure it was protected.

Also the boundary behind the conservation area in Church Hill and Bond Lane was irregular and lacked coherence and should be reviewed.

## 9. Local Plan Committee Update:

AB had circulated the notes and an attendance list for all three Local Plan workshops and advised that we now need to decide when we cover the remainder of the sites, this will depend on when ABC make their initial cut as we don't want to hold unnecessary meetings but do need to have a Parish wide view. HM to keep a watching brief. The workshops had been well attended, over 200 hundred residents and supported by ABC staff.

## 10. Correspondence:

KCC Street Lighting, deadline 29th November.

We need to finalise our response and agree this at our next meeting.

Proposed boundary changes:

Information on ABC proposals to the review had been circulated, our recommendation for additional wards at Bridgefield and 2 additional Parish Councilors positions had been included in the recommendations. There were some boundary changes that required further analysis which we agreed to do and forward our comments to the clerk.

Kingsnorth School, request to erect a banner.

The general view was that banners of any sort should firstly be granted permission by the parish council prior to being put up and that they should not be up for any length of time otherwise they would require planning permission.

With regard to the specific request to promote the school for the New Year intake it was agreed that they could put up a banner for no more than 4 weeks.

JW left the meeting at 8pm.

## 11. Finance:

### Payments received 1<sup>st</sup> Sept 2015 to 30<sup>th</sup> September 2015

	£	p
Interest from Business Direct Reserve Account		4.44
Interest from SIBA account		145.15
Matt Burt - pavilion		90.00
Park Farm Rangers – pavilion 12 months	1100.00	
Gail Howard - pavilion		77.00
ABC precept & grant – final amount		70221.00
<b>Total</b>		<b><u>71637.59</u></b>
<b>Oct payments received to 13.10.15</b>		
Kingsnorth School – half of legal costs re land swap		623.10

<b>Total Income Received</b>	<b>£</b>	<b>72260.69</b>
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	£	p
<b>Balances as at 30.9.15</b>		
Balance at bank NatWest Current Account		100.00
Petty Cash		100.00
Balance at bank NatWest Direct Reserve Account		98248.14
Balance at bank NatWest SIBA Account		177521.34

<b>KPC Cash Balance</b>	<b>£</b>	<b>275969.48</b>
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### **Bank Reconciliation as at 30<sup>th</sup> September 2015**

	£	p
Opening Balance from 31.8.15		208876.88
Plus income during Sept		71637.59
Less expenditure during Sept		(6370.51)
Subtotal		<b>274143.96</b>
Plus cheques not presented as at 30.9.15		1825.52
Subtotal		<b><u>275969.48</u></b>
Less Oct payments cheques NW1226 onwards (see below)		(2955.60)

**Balance as at meeting date 30.10.15****£ 272636.98****Invoices Received & Payments Due In Sept 2015 from date of last meeting**

		<b>Recoverable</b>		
		<b>Net</b>	<b>VAT</b>	<b>£ p</b>
Geerings photocopier - VAT only	NW1211	0.00	12.90	12.90
T S Dew – Noticeboard Langney Drive	NW1212	85.00	0.00	85.00
Arien Designs-notice board Langney Drive	NW1213	931.00	186.20	1117.20
Employee # 1 salary	NW1214	392.20	0.00	392.20
Employee # 2 salary	NW1215	259.20	0.00	259.20
Employee # 3 salary	NW1216	443.29	0.00	443.29
Vidahost - website annual hosting	NW1217	17.99	3.60	21.59
Vidahost - website domain	NW1218	4.49	0.90	5.39
Ashford Leisure Trust-office rent Oct-Dec	NW1219	750.00	0.00	750.00
KALC-training	NW1220	83.33	16.67	100.00
PK Littlejohn-external audit	NW1221	400.00	80.00	480.00
James Lungley-website maintenance	NW1222	60.00	0.00	60.00
A Frisby-printing	NW1223	89.00	0.00	89.00
BT-telephone	NW1224	132.06	26.41	158.47
L Bunn-expenses	NW1225	15.58	0.00	15.58
NatWest – bank charges	DD	10.00	0.00	10.00
<b>Sub Total to 30.9.15</b>		<b><u>3673.14</u></b>	<b><u>326.68</u></b>	<b><u>3999.82</u></b>
Gibbs & Sons	NW1226	260.00	52.00	312.00
Employee#1 salary	NW1227	1631.53	0.00	1631.53
Mrs Stretton refund deposit	NW1228	50.00	0.00	50.00
Employee#2 salary	NW1229	363.70	0.00	363.70
Employee#3 salary	NW1230	582.10	0.00	582.10
OCS-pavilion hygiene unit	NW1231	16.27	0.00	16.27
<b>Sub Total to 13 10.15</b>		<b><u>2903.60</u></b>	<b><u>52.00</u></b>	<b><u>2955.60</u></b>

**Total to 13.10.15****£6576.74****£378.68****£6955.42****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 & recreation areas. Exact figures required will not be known until details of S106 funding are finalised.
2. Geerings VAT only invoice due to their miscalculation on previous invoice
3. Arien Signs & T Dew - purchase and installation of replacement noticeboard for vandalised one at Langney Drive
4. Vidahost - annual renewal for website domain name and hosting
5. KALC – training for 4 new councilors – P Moss, S Barber, J Male, S Dehnel
6. James Lungley – Parish Council Websites - maintenance contract one month
7. A Frisby – printing flyers for Local Plan workshops 6<sup>th</sup> & 8<sup>th</sup> October
8. Gibbs & Sons-3 x cut, strim fence line, cut round trees, mark out pitches
9. OCS - servicing hygiene unit in pavilion

**Budget 2015-2016****Income to 13.10.15**

	<b><u>Budget 2015-2016</u></b>	<b><u>Year to Date</u></b>	<b><u>Variance</u></b>
<b>Precept</b>	136522	136522	0

Grants	3920	3920	0
Interest	381	421	(40)
Pavilion	2549	2246	303
MUGA	0	0	0
Functions	418	36	382
Other	0	1733	(1733)
Sub Total	<b>143790</b>	<b>144878</b>	<b>1088</b>
VAT reclaim	0	3856	(3856)
Total	<b>143790</b>	<b>148734</b>	<b>4944</b>

**Other** = £60 compo from UK Power + £50 refundable deposit + £1000 from Colin Stone re KRC Trustees + £50 refundable deposit + £623 K/N School land swap legal fees -£50 deposit returned

**Expenditure to 13.10.15**

	<u>Budget 2015-2016</u>	<u>Year to Date</u>	<u>Variance</u>
Salaries	55000	24835	30165
Section 137	2500	0	2500
Communications	6000	171	5829
General Admin	12784	3514	9270
Subscriptions	1500	91	1409
Recreation Centre	10000	10000	0
Maint & Repair - Other	415	686	(271)
Maint & Repair Pl/Field	5705	2890	2815
Travel	411	61	350
Pavilion	4430	1700	2730
Capital/Asset	38000	2912	35088
Parish Office	3915	1500	2415
Sub Total	<b>140660</b>	<b>48360</b>	<b>92300</b>
Reclaimable VAT	0	3495	(3495)
Total	<b>140660</b>	<b>51855</b>	<b>88805</b>

**Maint & Repair - Other** - includes £401 charge for previous financial year  
Budget £6000 transferred to Communications heading from Capital/Asset

**12. Planning:**

**Applications needing a decision at this meeting**

- 15/00856/AS Land at Pound Lane, Magpie Hall Road, Bond Lane & Ashford Road, Kingsnorth – Outline Planning application for mixed use development with up to 750 dwellings in a mix of sizes  
**Comment extension requested beyond 22<sup>nd</sup> October 2015**
- 15/01248/AS – 7 Caeser Avenue, Kingsnorth TN23 3PZ- Ground floor extension to rear with p[art first floor extension - **Supporting**
- 15/01313/AS – Woodcock Green, Church Hill, Kingsnorth TN23 3ET – Erection of two single storey timber framed barn style dwellings - **Supporting**
- 15/01252/AS – 80 Acorn Close, Kingsnorth TN23 3HR – Conversion of existing garage to habitable space (retrospective) - **Supporting**
- 15/01263/AS Triumph Ashford, Kingsnorth Garage, Ashford Road, Kingsnorth, TN23 3EN – 3 x Halo illuminated Triumph logo signs: 1 non illuminated Triumph shield logo and 1 non illuminated Laguna Ashford sign positioned in right hand framework of proposed elevation – **Object** – Additional light pollution in the immediate area.
- 15/-1262/AS Triumph Ashford, Kingsnorth Garage, Ashford Road, Kingsnorth, TN23 3EN – Demolition of existing forecourt & fuel tanks to accommodate two story extensions to existing building and erection of additional adjoining two storey building with change of use to MOT Centre in rear workshop – **Object** – Restricted view Mill Hill / Pound Lane due to being pulled too far forward thus obstructing site line. Traffic lights would be required on this junction which the garage should fund.
- 15/01274/AS 9 Church Hill, Kingsnorth, TN23 3EF – Proposed first floor extension and vehicle cross over With associated parking area – **No comment**

HM set out for our consideration, the response to the Jarvis & Pentland Homes planning application. One of the key factors to take into account was sustainability as it was likely that this application will go to appeal and the inspector would be looking at these issues above all others.

Due to the scale and complexity of the application we agreed we would ask for an extension of time. HM is on holiday from the 22<sup>nd</sup> October so if no extension was granted AB would complete our response on her behalf.

The planning application for the school at Finberry was on the next planning committee agenda, we did not feel we needed to speak to this item.

### **13. Minutes & Actions Arising from Committees / Groups:**

HM gave an update on the meeting she and Mike Ciccone had with Melanie McNair and Faye Fairs from KCC. They were supportive of the request to re route the footpaths to prevent disturbance by dogs of the sheep. They suggested that it would be better to extinguish the right of way over the fields and re direct the footpath along the existing path to where it meets the major path on the buffer zone.

It was noted that there were two obstructions on the footpath crossing the football field which the parish council needed to remove, this was agreed.

The stile at AE307 was broken, FF agreed to remove and replace with a ramp for ease of access. AB asked if an additional access point could be provided at the junction with Bond lane to save people walking on Church Hill where there is no footpath as this was safer. The need for more and improved footpaths and cycle routes was a recurring theme from the workshops. HM to liaise with Ann Davies from ABC regarding these proposals

Kestrel Park.

AB gave an update on the meeting held between Michelle Byrne and Ann Davies from ABC and LB & AB. Draft plans based on the consultation exercise were tabled along with maintenance schedule. A lot of the schedule could be undertaken in house by a handyman service. The cost of purchasing equipment could be covered in the section 106 funding. On site composting was requested in the plan to reduce traffic movements along with all-weather surface footpaths.

### **14. Communications:**

JM confirmed that the KPC website is now being 'visited' far more frequently than previously and very positive reports are being received. A KPC Facebook page has now been operational for a few days but it was apparent that a number of Parish Councilors and the PC are struggling with this concept and they had asked for some onsite training concerning the operation procedures. JM advised that she would do all possible to assist in this area when time permits.

### **15. Pavilion & Playing Field:**

MUGA update:

LB advised that the MUGA project was now nearly completed. Items that are still outstanding are the tarmacking of the surface, electrical connections in order that the CCTV and floodlights can be installed, locks for the gates and the fencing is still incomplete.

Enquiries are now being received regarding the hire of the facility but we still need to finalise our pricing schedule and procedures ready for when the MUGA is operational.

Land swap:

AB gave an update on the request to complete the new leases between the school and the parish council regarding the car park/s and playing fields as the school was becoming an Academy and documents had been signed by the 1<sup>st</sup> November 2015. Copies of the relevant documents and the separation of the car park from the playing fields for ease when the car parks are transferred to us had been circulated.

It was agreed we hold a special meeting of the parish council to approve these documents prior to the 1<sup>st</sup> November deadline, AB to circulate dates.

#### **16. Kingsnorth Recreation Centre**

No account updates received in time for this meeting and KPC.

#### **17. Shared Handyman Scheme**

LB gave an update on this project that has been discussed previously. However, ABC & KCC are not in a position to survey the land that may fall under the management of KPC and this will not be concluded until September and therefore grant details are not available until these surveys have been completed.

LB advised that, in principle, KPC & Great Chart with Singleton have agreed to become part of this scheme and in order to be ready for when everything is agreed by ABC & KCC, they will start working together on their own local Shared Caretaker scheme. LB & the Parish Clerk of Great Chart with Singleton have obtained quotations for the supply of equipment and a vehicle to transport this equipment from point to point. Quotations for the equipment are £2239 and £1700 for the purchase of a 20' container to store the equipment, details of which have been passed to the KPC Councillors. There is also a delivery charge by an HIAB vehicle for this unit of £150. Great Chart & Singleton at their Parish Council meeting on the 12<sup>th</sup> October 2015 have agreed in principle to all of these costs providing KPC also agree and that the costs of these items are split 50/50 by each Parish Council. LB to raise the necessary correspondence for this agreement between KPC & Great Chart with Singleton. LB also advised the meeting that the cost quoted for the container is for a new unit as the purchase of a second hand unit is not viable as these are normally in the region of 13 years old and subject to water ingress. As part of the agreement between KPC and Great Chart with Singleton, Great Chart with Singleton agreed for this unit to be placed on their land. LB advised that it was essential to have a concrete pad in place before the unit is delivered.

KPC already have their own Caretaker who already assists Great Chart with Singleton with some of their litter picking duties who is quite capable of carrying out the additional duties that will be required and as such Great Chart with Singleton have already paid for the necessary course for the KPC Caretaker to attend in order to be fully trained on all of the necessary equipment that is required, with the exception of a Chainsaw course CS30/CS31.

LB asked the meeting for permission to proceed with this project and purchase the equipment based on the quotation already supplied to the Parish Councillors in partnership with Great Chart with Singleton on a 50/50 basis and it was agreed that on this basis correspondence should be raised as soon as possible confirming that KPC are willing to work in partnership with Great Chart with Singleton on the 50/50 basis already indicated.

#### **18. Items for Next Agenda**

**Progress of land swap**

**MUGA**

**Shared Handyman Scheme**

**Closed Session**



**The meeting was declared closed except for Parish Councillors**

**Parish Councillors were asked if they had any questions regarding the new financial controls that are being put in place from the 1<sup>st</sup> January 2016 whereby only £75k of funds could be protected within any one bank as already discussed and the fact that as such KPC will need to move some of their present funds to alternative banks. As such, Metro Bank had provided a presentation on the use of their bank for some of the KPC funds at the start of this meeting. The PC asked Members if they supported the motion to use Metro Bank for some of their funds and all agreed.**

**There being no further business the meeting was closed at 2150**

**Next Parish Council Meeting will be Tuesday 10<sup>th</sup> November at 1830.**

Signature: \_\_\_\_\_ Date \_\_\_\_\_