

KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 8th August 2017

At Kingsnorth Pavilion, Church Hill, Kingsnorth from 19.00

Present: Cllr Alison Breese (Chair) Cllr Anne Luery (Vice Chair), Cllr Hilary Moorby, Cllr Shelley Barber, Cllr Aline Hicks, Cllr Patricia Moss, Cllr Jacqueline Male, Cllr Jim Wedgbury (arrived 19.30).

Also in attendance: Len Bunn – Parish Clerk, Christine Drury–Assistant to Parish Clerk, David Jenkins - Caretaker
PCSO- 5 members of the public (including Marie Russell- newly appointed Assistant Clerk).

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

1. Apologies

Cllr John Holland

2. Declarations of Interest

See Closed Session

3. Open Forum

None

4. Community Wardens & PCSO Reports

Community Warden did not attend.

PCSO reported that the team has been attending local schools to give advice on parking during morning and afternoon times. Speed checks are ongoing on Kingsnorth Road. The car park by the pavilion has been patrolled and no drug problems have been encountered. During the month of July there were 2 reports of ASB in Kingsnorth Parish. **PC** reported that youths are congregating in Rec Centre car park near the workmen's compound. CCTV camera stolen from Pavilion has been found. Ongoing problems at Moat.

5. Borough & County Councillors Reports

MA reported that he is personally funding via his own KCC members' grant a consultation costing £3600 on proposal to reduce speed limit from 40 to 30 mph on roads in Shadoxhurst village and Tally Ho Road.

PB reported that Stagecoach have applied to extend bus service to Bridgefield. A better barrier/signage is required at Damara Way to Finberry access road. Landscaping maintenance at Bridgefield is contracted to Chamonix Estates. Work at Bridgefield Park is now underway and local residents have been sent an information letter. HGVs are still entering Bridgefield inappropriately due to following information given on sat navs. Consultation on Local Plan taking place Wednesday 9th August at Kingsnorth School and Tuesday 15th August at Farriers Arms in Mersham.

AH reported that some residents are confused between Local Plan strategy and actual plans, consultations should explain this. Gypsy/Traveller provision is a separate document; 50% of provision is currently in High Halden and Shadoxhurst. Proposed provision in Folkestone is just short of ABC boundary.

6. Approve Minutes of 11th July 2017

AB asked **AL**, vice chair to approve the minutes as she did not attend that meeting. **AB** proposed that minutes be approved, **SB** seconded. All agreed.

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

None

8. Correspondence

AB suggested subjects for Parish Forum should include volunteering, recycling, culture & heritage, communications including welcome packs for new residents, separation of villages by green spaces. **AB** to draft letter of comment to KALC.

9. Finance

Financial statement to 8.8.17

July Income from last report

	£	p
Caffyns-MUGA		36.00
HMRC - VAT refund	1264.17	
Umeh (Church)-pav hire		27.00
NatWest SIBA int		0.85
NatWest int		0.83
Metro Bank int - est		5.36

Total to 31.7.17

1334.21

Balances as at 11.7.17

Balance at Metro current account	12849.18
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Balance at Metro reserve account	65209.86
Balance at NatWest Direct Reserve a/c	98309.65
Balance at NatWest SIBA Account	95378.72
NatWest current account	100.00
Petty Cash	257.20

KPC Cash Balance

272104.61

Bank Reconciliation as at 31.7.17

Opening Balance from 30.6.17	280006.24
Plus income during July	1334.21
Less expenditure during July	15282.11

Subtotal

266058.34

Plus cheques not presented as at 31.7.17

6046.27

Subtotal

272104.61

Less Aug payments NW1648 onwards

38108.50

Balance at meeting date 8.8.17

233996.11

Invoices Received & Payments due in June from last meeting date

	Ref	Net	VAT	Total
		£ p	£ p	£ p
ABC-CCTV monitoring	NW1638	150.00	30.00	180.00
BT Telephone-telephone	DD	208.30	41.66	249.96
Petty Cash-postage	PC	27.26	0.00	27.26
PJC Consultancy-bat survey	NW1639	474.00	0.00	474.00
KCC-pav supplies	NW1640	155.88	0.00	155.88
NuCadd-KRC plans	NW1641	2612.00	0.00	2612.00
Geerings-photocopier	NW1642	197.38	39.47	236.85
Medash-signs pavilion	NW1643	103.00	20.60	123.60
Employee #1-salary	NW1644	604.72	0.00	604.72
Southern Electric-pavilion	DD	55.68	0.00	55.68
Biffa refuse pavilion	DD	75.98	0.00	75.98
Cancelled see NW 1651	NW1645	0.00	0.00	0.00
Lister Wilder - mower repair	MDC	57.60	11.52	69.12
Trans Fire Protection-service pavilion	NW1646	172.26	0.00	172.26
HMRC-Tax & NI	NW1647	4310.18	0.00	4310.18
Total Gas - pavilion	DD	22.38	0.00	22.38
Metro Bank charges	DD	0.40	0.00	0.40
		9227.02	143.25	9370.27

August Expenditure

CF Corporate Finance	DD	146.10	29.22	175.32
Employee #2 - salary	NW1648	1771.23	0.00	1771.23
Alliance Building stage # 2	NW1649	26280.42	0.00	26280.42
NuCadd-amendments	NW1650	250.00	0.00	250.00
Alliance Building stage # 1	NW1651	6709.86	0.00	6709.86
Gibbs & Sons	NW1652	530.00	106.00	636.00
NuCadd-project fee #1/4	NW1653	1700.00	0.00	1700.00
L.Bunn-expenses	NW1654	27.80	0.00	27.80
Lames Lungley-website	NW1655	60.00	0.00	60.00
KRCT monthly 10/12	NW1656	250.00	0.00	250.00
BT-telephone	DD	206.56	41.31	247.87
		37931.97	176.53	38108.50

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. PJC Consultancy bat emergence survey planning requirement - none found. Re-charged to ABC
3. NuCadd plans for Recreation Centre. Cost re-charged to ABC
4. Medash Signs- signs for Pavilion
5. Trans Fire Protection - pavilion fire extinguisher inspection and service.
6. Alliance Building - stage payments #1 & 2 to KRC building contractor - recharged to ABC
7. NuCadd amendment to plans - changing window in rear elevation to door with sidelight
8. Gibbs & Sons- playing field 3x cuts, strim fence line, cut round trees, cut 3 hedges
9. NuCadd project management fee £1700 1 of 4 (Total £6800) To be re-charged to ABC
10. KRCT monthly payment 10 of 12

Budget Report for 2017/2018

<u>Income to 8.8.17</u>	Budget 2017/18	YTD	Variance
Precept	145484	72742	72742
Grants	4660	2330	2330
Interest	200	29	171
Pavilion	5500	806	4694
MUGA	5580	689	4891
Functions	50	75	-25
Shared Handyman	2250	41	2209
Other (ALT refund + deposits)	0	4569	-4569
Sub Total	163724	81281	82443
VAT reclaim	0	1264	-1264
Total	163724	82545	81179
<u>Expenditure to 8.8.17</u>	Budget 2017/18	YTD	Variance
Salaries	70000	26587	43413
Section 137	0	0	0
Communications	2500	300	2200
General Admin	15000	6253	8747
Subscriptions	1350	1316	34
KRCT - Rec Centre Build	0	40326	-40326
KRCT - Rec Centre	1000	21562	-20562
Main & repair - Other	9000	2747	6253
Maint & Repair - Pl/Field	5800	1957	3843
Playing Field Improvements	2000	0	2000
Other	0	0	0
Travel	150	0	150
Pavilion	15000	2021	12979
MUGA	4000	0	4000
Capital/Asset	36000	18809	17191
Handyman Scheme	4000	3617	383
Parish Office	3000	750	2250
Sub Total	168800	126245	42555
Reclaimable VAT	0	6441	-6441

Total	168800	132686	36114
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10. Planning:

HM presented the current applications:-

17/236/AS John Wallis C of E Academy, Millbank Road, TN23 3HG

2 FE 2 storey primary school with nursery facility

KCC application, for information only.

17/593/AS Diyatalawa, Pound Lane TN23 3JE

New 3 bed house and new access

No objection

17/1102/AS 51 Tally Ho Road TN26 1HL

2 storey front extension following removal of existing garage, single storey rear extension. New pitched roof over front elevation.

No objection

12/400 /AS Chilmington Green

Amendment to condition 14 re: density

For information only

Local Plan presentation by ABC taking place Wednesday 9th August 16.30 to 19.00 at Kingsnorth School. Planning application for all weather surfaces to footpaths has now gone in. Jobens Farm Appeal was granted by Inspector, 2nd touring caravan for carer only and to be removed if and when no longer necessary. Several comments were made by the Inspector requiring tidying of site and no commercial activities to be carried out. Inspector agreed that site was not suitable and made an adverse visual impact, but lack of other site provision by ABC made his decision necessary. HM suggested using Inspector wording as a template for comments on future similar applications.

AH reported that the Conker Close fence application **17/761/AS** will be going to committee on August 16th – officers have recommended granting permission.

11. Minutes & Actions Arising from Committees / Groups:

• **Access & Open Spaces Sub Committee**

HM reported that Simon Harris from ABC has sent letter to Bridgefield residents regarding work commencing at Bridgefield Park – information to be put on website. A sod-turning event is to be held on 13th September. PC reported that quotations for equipment required for maintenance at Kestrel Park had been obtained and equipment demonstrated. A meeting of the Open Spaces committee was held on Tuesday, August 1st to consider the options and to make recommendations to the Parish Council at the next meeting. The Kubota F3890 out front mower deck model was considered the best option, after demonstration, being the most manoeuvrable and efficient and suitable for the additional workload that the Parish is taking on at Riverside Close, Kestrel Park and Bridgefield Park. 2 x brush cutters are required and a hedge trimmer. An appropriate trailer is required to transport equipment between areas and a towbar to be fitted to van. Storage for the mower has been sourced at Environment Centre at cost of £50 per month. It is anticipated extra workload would require staffing increase of 8 to 12 hours per week at a cost of £9.40 per hour. The machinery is also suitable to undertake some of the works at the Playing Field which are currently undertaken by contractor resulting in savings. Members of the committee agreed to set aside a budget of £25k to cover cost of purchase of machinery. Meadow grass at Kestrel Park has been cut to specification, the invoice to be sent to ABC for reimbursement. ABC has agreed to £55k funding spread over a number of years; draft of lease is due shortly. AB suggested a special meeting of sub committee to discuss the lease and decision on purchase of equipment.

• **Pavilion and Playing Field Sub Committee**

No report.

• **Staffing Committee**

PC introduced Marie Russell to the Council and congratulated her on appointment as Assistant Parish Clerk to work 3 days per week. She will take up her position on 22nd August and is also organising a McMillan Coffee morning on September 29th on behalf of Kingsnorth Parish Council.

12. Kingsnorth Community Café Update

PC has met with current volunteers; they will consider longer opening hours and also weekends. KPC is hosting a McMillan Coffee Day on September 29th, KPC/Cafe to provide coffee, Tesco have agreed to provide other refreshments. The Community Café is not yet registered as a charity; **TM** is the food business operator; there is approximately £2500 in the Trust Fund, records are kept by a bookkeeper but have not yet been audited, once this has been carried out will apply for charity recognition. The football season is now commencing; all equipment will be moved to make rooms clear for users. Annual review by Parish Council to take place in September.

13. Kingsnorth Recreation Centre Update

PC reported that building works are progressing to schedule for opening date of 6th November. Concrete pours have taken place and brickwork has been started. Internal walls have been demolished.

14. Masterplan

AB reported that ABC are funding the move of the Bowls Club to the Entrance Park; **AB** proposed and **HM** seconded that KPC should set aside a budget of £5000 to cover potential costs of surveys and technical advice for KPC plans for the area. The Masterplan to be delegated to Pavilion and Playing Field Committee. All agreed.

15. Safeguarding

The safeguarding policy prepared by **CD** was adopted – all agreed.

16. Land for Sale Pound Lane

AH reported that Hobbs Parker is advertising 8.4 acres of land for sale in Pound Lane behind Queens Head pub and Riverside Close; she suggested that KPC could buy the land to retain as a green space. **AB** felt that this was not an appropriate activity for a Parish Council and that there was no positive end use for the land. No decision was made to acquire the land.

17. Items for Next Agenda

- ❖ Affinity Housing - Orchid Court ASB problems

PC expressed concern that the ASB issue raised above was more for the police and ABC to investigate not the parish council.

Meeting was closed to the public at 20.47

There being no further business the meeting was closed at 21.30

Next Parish Council Meeting will be Tuesday 12th September 2017 at 19.00.

Signature: _____ Date _____