

## **KINGSNORTH PARISH COUNCIL**

### **Minutes of the Parish Council meeting held on Tuesday 9<sup>th</sup> August 2016**

At Kingsnorth Pavilion, Church Hill, Kingsnorth from 19.00

**Present:** Cllr Breese (Chairman), Cllr Luery (Vice Chairman) Cllr Barber, Cllr Moss, Cllr Male,  
Cllr Holland, Cllr Dehnel & Cllr Moorby  
Borough Councillors: Cllr's Aline Hicks, Paul Bartlett  
Also in attendance: Len Bunn – Parish Clerk, Christine Drury – Assistant to Parish Clerk  
David Jenkins - Caretaker Adrian Ellingworth – Assistant Caretaker  
3 members of the public

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

**1. Apologies:**

None received

**2. Declarations of Interest**

None declared

**3. Members of the Public Items**

None

**4. Community Warden & PCSO Reports**

No PCSO's or Community Warden in attendance and no monthly reports submitted.

**5. Borough Councillors Reports:**

**PB** reported:-

The Kingsnorth Village Conservation area is to go before Cabinet on 8<sup>th</sup> September for approval.

The car park at Village Hall project has been shelved and will not be actively discussed, ABC does not wish to lose income from the garages.

Jarvis/Pentland Kingsnorth application deferred to 30<sup>th</sup> September.

Jobens Farm application - 3 year extension application approved.

Finberry residents have asked for a noticeboard, and the link road is progressing.

Bridgefield bus route – Stagecoach to commence operation at end of October, licence applied for. The camera on the accommodation bridge to be installed at end of August; Highways Agency have agreed.

Traffic priorities to be changed at junction of Damara Way with Herdwick Close.

Roads due to be adopted once the link road is completed (due November).

ABC has placed advertisement to recruit consultant to oversee Bridgefield Park recreational area.

KCC have issued traffic consultation document for Ashford which includes Pound Lane strategic link road and Park Farm Rail halt feasibility assessment.

**PB** also sent the following update by e-mail.

**J10A / Barrey Road**

Highways England submitted their planning application for J10A to the Planning Inspectorate on 19 July 2016. The Planning Inspectorate are expected to accept the application by 16 August 2016 so by the time you read this report the application will be live on their website at <https://infrastructure.planninginspectorate.gov.uk/projects/south-east/m20-junction-10a/>. The Planning Inspectorate then have three months to make arrangements for residents to make comments but to make comments to the Planning Inspectorate you must register on their website and there will be a deadline to do this, probably during late October. You will then have 9 months to submit comments.

Ashford Borough Council and Kent County Council intend to submit a joint Local Impact Report. I will update you on their progress on the work preparing the Local Impact Report. Residents will be welcome to attend the appropriate Council meeting which will discuss the Report before it is submitted.

Highways England are to put a variable message sign on the A2020 approaching Barrey Road urging drivers to move into the right hand lane if not turning left. It is hoped this will make it easier for traffic leaving Barrey Road to join the A2070. The results of this will be reviewed carefully.

NHS East Kent have set up the East Kent Strategy Board to determine how best to provide health and social care in east Kent for the next 5 years. The problems the Board have identified include (i) difficulties in getting a GP appointment, (ii) long waits in A&E, (iii) "bed-blocking" at hospitals and (iv) increases in long-term conditions such as dementia and heart diseases. They are developing options to deal with these challenges and you can input into this process by joining Ashford Clinical Commissioning Group health network (see: <http://www.ashfordccg.nhs.uk/#>), joining the patient participation group linked to your GP practice or contacting Healthwatch (see: <http://www.healthwatchkent.co.uk/content/volunteer-us>). Find out more at the SWAN AGM on 26 September or the East Kent Hospitals University NHS Foundation Trust AGM on 6 October at 4.30pm at the Gulbenkian Theatre in Canterbury.

**AH** reported:-

The conservation area review had been helpful and the area around the Queens Head to be given a different category.

ABC had dealt with an overgrown garden in Magpie Hall Road which had become infested with rats.

Long Length deemed at no risk from flooding.

Proposed that Kent Wildlife Trust to deal with buffer zone for Magpie Hall Road. **AB** has asked for clarification over their role.

**6. Approve Minutes of the 12th July 2016:**

Minutes approved. All agreed.

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

None.

**8. Local Plan Response**

**HM** had distributed the draft response by KPC to the Local Plan following the Workshops. **HM** led the committee through the draft response and various alterations and additions were agreed. **HM** to incorporate these into the final document for signature and delivery to ABC by next day, 10<sup>th</sup> August, the deadline for comments.

**9. Correspondence**

**AB** reported that ABC has invited one representative from either Great Chart, Kingsnorth or Shadoxhurst Parish Councils to be on the Chilmington Green (Community Management Organisation) Partnership Working Group. **AB** suggested that KPC forego the position as Great Chart was more representative. **HM** commented there were originally to be 3 representatives, one from each Parish, but now reduced to one.

**PC** reported that documentation for Riverside Close Village Green has been finalised, with a 99 year lease at a peppercorn rent, and is ready for signature. **JH** proposed and **AL** seconded that the documentation should be signed and the committee agreed. **JH** commented that it had taken 3 years to get to this point.

**10. Finance**

**Financial statement to 9.8.16**

<b><u>July Income</u></b>	<b>£</b>	<b>p</b>
Metro Bank interest	18.72	
Caffyns MUGA hire	12.00	
Park Farm Rangers pavilion hire	577.50	
GCWSPC shared handyman	80.50	
Martine Nugent	22.00	
J.Male pavilion hire	72.00	
ABC-J.Wedgbury (café)	1250.00	
ABC-N.Shorter (café)	1000.00	
ABC-Brad Bradford (café)	500.00	

ABC-A.Hicks (café)	250.00
V.Fabian deposit return	-50.00
NW int 47793368	3.90
GCWSPC shared handyman	1389.18
<b>Total to 31.7.16</b>	<b>5125.80</b>

**August Income**

ABC-P.Bartlett (café)	1250.00
<b>Total to 9.8.16</b>	<b>6375.80</b>

**Balances as at 31.7.16**

	£	p
Balance at NatWest Current Account	100.00	
Petty Cash	17.00	
Balance at NatWest Direct Reserve Account	98288.91	
Balance at NatWest SIBA Account	106783.95	
Balance at Metro current account	10000.00	
Balance at Metro reserve account	65092.93	
<b>KPC Cash Balance</b>	<b>280282.79</b>	

**Bank Reconciliation as at 31.7.16**

	£	p
Opening Balance from 30.6.16	282116.96	
Plus income during July	5125.80	
Less expenditure during July	12768.96	
Subtotal	<b>274473.80</b>	
Plus cheques not presented as at 31.7.16	5808.99	
Subtotal	<b>280282.79</b>	

Less Aug payments NW1431 onwards	2745.71	
Plus Aug payments	1250.00	
<b>Balance at meeting date 9.8.16</b>	<b>278787.08</b>	

**Held on behalf of KRCT included in above balance**

Less Chq NW 1403 Kingsfords	1642.42	
Balance Held	<b>626.86</b>	

**Held on behalf of Community Café included in above balance**

Less chq NW1413-coffee machine	4250.00	
Less chq NW1427-electrical installation coffee m/c	2906.40	
Balance held	<b>964.70</b>	

**Invoices Received & Payments due in June from last meeting date**

	Ref	Net	VAT	Total
		£	£	£
		p	p	p
Geerings-photocopier	NW1409	113.10	22.61	135.71
ABC - monitoring 1.7.16-30.9.16	NW1410	600.00	120.00	720.00
Cancelled	NW1411	0.00	0.00	0.00
J.Shorter-village green maint	NW1412	374.00	0.00	374.00
Vending Services (Café) coffee machine	NW1413	2906.40	0.00	2906.40
Southern Electric	DD	56.35	0.00	56.35
Employee #1-salary	NW1414	586.54	0.00	586.54
Employee #2-salary	NW1415	96.80	0.00	96.80
Employee #3-salary	NW1416	469.30	0.00	469.30
J.Holland-exp print ink	NW1417	32.59	6.51	39.10
Ideal Security	NW1418	575.00	115.00	690.00

V.Fabian-deposit return see income	NW1419	0.00	0.00	0.00
Cancelled	NW1420	0.00	0.00	0.00
L.Bunn - expenses inc labels for leaflets	NW1421	27.00	4.50	31.50
Cancelled	NW1422	0.00	0.00	0.00
Employee #4-salary	NW1423	690.48	0.00	690.48
L.Bunn-expenses (fan for parish office)	NW1424	18.74	2.50	21.24
BT-telephone	NW1425	160.23	32.05	192.28
GCWSPC-pavement, workbench	NW1426	1050.50	0.00	1050.50
Kingsnorth Electrical-install coffee m/c	NW1427	378.90	0.00	378.90
Wellers Law-KRCT (May-July)	NW1428	72.00	14.00	86.00
Broxap-bollards for playing field	NW1429	1410.75	282.15	1692.90
Chubb-change security codes pavilion	NW1430	127.49	0.00	127.49
<b>Total to 31.7.16</b>		<b>9746.17</b>	<b>599.32</b>	<b>10345.49</b>

#### August Expenditure

KALC - publications	NW1431	56.96	1.80	58.76
KALC-conference SD	NW1432	120.00	24.00	144.00
Parish Council websites-July + Aug	NW1433	120.00	0.00	120.00
Dor 2 Dor - LP leaflets	NW1434	199.00	0.00	199.00
Employee # 1-salary	NW1435	1647.95	0.00	1647.95
Gibbs & Sons	NW1436	480.00	96.00	576.00
<b>Total to 9.8.16</b>		<b>2623.91</b>	<b>121.80</b>	<b>2745.71</b>

#### 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. Vending Services coffee machine paid for on behalf of Community Café
3. Ideal Security - additional CCTV camera for playing field entrance
4. GCWSPC 50% of cost of pavement to workshop and materials for workbench in container workshop
5. Kingsnorth Electrical installation of coffee machine paid for on behalf of Community Café
6. Broxap- purchase of bollards for installation at playing field to prevent unauthorised access
7. Chubb-change security codes at pavilion to identify individual key holder access
8. Dor 2 Dor - leaflets for Local Plan workshops
9. Gibbs & Sons - 1 x cut, strim fence line, cut round trees, 3 hedges, long grass, weed kill

#### Budget Report

##### Income to 9.8.16

	<b>Budget 2016/17</b>	<b>YTD</b>	<b>Variance</b>
<b>Precept</b>	141950	70975	70975
<b>Grants</b>	5250	2625	2625
<b>Interest</b>	736	213	523
<b>Pavilion</b>	4900	1008	3892
<b>MUGA</b>	5580	609	4971
<b>Functions</b>	80	27	53
<b>Shared Handyman</b>	1500	1634	-134
<b>Other</b>	1000	4250	-3250
<b>Sub Total</b>	<b>160996</b>	<b>81341</b>	<b>79655</b>
<b>VAT reclaim</b>	0	3090	-3090
<b>Total</b>	<b>160996</b>	<b>84431</b>	<b>76565</b>

**Other** includes £4250 members' grants held on behalf of Community Cafe

### Expenditure to 9.8.16

	Budget 2016/17	YTD	Variance
Salaries	70000	17357	52643
Section 137	0	0	0
Communications	1000	522	478
General Admin	11000	7443	3557
Subscriptions	1300	55	1245
Recreation Centre	0	0	0
Main & repair - Other	1700	410	1290
Maint & Repair - PI/Field	5400	2058	3342
Other	0	4301	-4301
Travel	122	0	122
Pavilion	5000	2244	2756
MUGA	4000	0	4000
Capital/Asset	52474	-1359	53833
Handyman Scheme	6000	4494	1506
Parish Office	3000	750	2250
Sub Total	<b>160996</b>	<b>38275</b>	<b>122721</b>
Reclaimable VAT	0	2006	-2006
Total	<b>160996</b>	<b>40281</b>	<b>120715</b>

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**

**Other** includes £3285 paid for Community Café coffee machine and electrical installation

**Other** includes £1016 paid to Kingsfords Solicitors on behalf of KRCT

**PC** reported:-

**PC** is attempting to open another bank account with TSB.

The MUGA had been broken into and **DJ** had repaired the damage.

Bollards had been delivered for installation at playing field entrance but there was difficulty ascertaining the details of services which may cross the area. **SD** to assist.

The breaking into the MUGA and picnic table stolen from playing field had been reported to the ABC monitoring dept. who had suggested phoning 101. This was deemed an unsatisfactory response; **PC** and **DJ** to meet with monitoring dept. on Thursday morning to discuss.

**PC** reported that a KRCT officer believed that KPC had agreed to pay the KRCT legal invoice from Kingsfords from KPC funds; none of the councillors involved in the meetings nor the PC had any memory of having agreed to this and there is no mention of it in either KPC or KRCT minutes. PC explained that the invoice from Kingsfords solicitors was paid by KPC on behalf of KRCT using the funds that KPC is holding on their behalf. KPC will be funding £250 per month for 12 months and ALT by up to £100 per month; any further charges will be paid on their behalf using their funds until they are able to have their own bank account in operation. Any future invoices in excess of their funds to be brought before the Parish Council for consideration. **JH** proposed, **PM** seconded; agreed.

**JH** questioned the difference between interest received from NatWest and Metro Bank bearing in mind the difference in deposited funds. **CJD** explained that interest from business reserve accounts are paid monthly, but interest on the NatWest SIBA account is paid quarterly and is next due to be credited to bank account at end of September.

### **11. Planning:**

#### **Applications needing a decision at this meeting**

**16/01087/AS** -Meadow Court, Mill Hill, Ashford Road, TN23 3EP

Erection of a double garage and store building with a home office above to replace the existing garages. No objection.

**16/00973/AS**- Fresh Fields, Pound Lane TN23 3JE

Proposed porch and extension to existing bay window front elevation. No objection.

**16/01068/AS** -28 Langney Drive, TN23 5UL

Proposed single storey side/rear extension. Concern over building so near to boundary line could become terracing.

**16/01063/AS** -The Offices, Church Hill, TN23 3EG

Notification for Prior approval for a proposed change of use of building- conversion from business (B1) to residential dwelling (C3). Support

**16/01114/AS** -Land to the north of, Finn Farm Court, Kingsnorth, Kent

Construction of a single-storey dwelling with detached garage unit and associated parking, access and landscaping works. **HM** to investigate whether this is on part of the buffer zone for Finn Farm Court and if so to object. Otherwise recommendation delegated to **HM**.

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

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

**HM** reported that having consulted KCC and ABC personnel it would be necessary to apply for planning permission to put down hard surface on footpaths.

**AB** reported that it had been suggested that Kent Wildlife Trust would manage Bridgefield recreation area and the buffer zone. She was against a dual management arrangement and felt that KWT should be used on a consultancy basis only. **AB & HM** to negotiate.

### **Pavilion & Playing Field Sub-Committee:**

**SD** to arrange meeting for September 5<sup>th</sup>.

### **Staffing Committee:**

**JH** advised that he has arranged appraisal for PC on 16<sup>th</sup> August.

**JH** advised that he was calling a Staffing Committee meeting for 18<sup>th</sup> August and would prepare an agenda.

## **13. Community Café Update**

**PC** advised that the coffee machine was now installed in the kitchen and users had been trained in operation. The kitchen door and the hatch now have a lock; the billiard table has a removable cover; an American style fridge/freezer has been ordered and will be installed near the door with a lock facility; cash register has been ordered; bistro tables and chairs ordered; bank account opening is progressing; menu is being costed; quotation for a storage container is being requested; food hygiene licence applied for.

**AB** questioned whether each sink required its own water supply.

## **14. Kingsnorth Recreation Centre Update**

**AL** reported that KRCT wishes to populate a "wish list" for the S106 money available to the Recreation Centre which needed to be "allocated" by December. **AB** suggested that several Councillors could get together to come up with some suggestions. **JM, SD** and **AB** agreed to do this. **AL & AB** are doing this and will present plans to the PC.

## **15 Items for next Agenda:**

None

**There being no further business the meeting was closed at 21.50.**

**Next Parish Council Meeting will be Tuesday 13<sup>th</sup> September 2016 at 1900.**

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