

KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 9th May 2017

At Kingsnorth Pavilion, Church Hill, Kingsnorth from 19.00

Present: Cllr Breese (Chairman), Cllr Barber, Cllr Moorby, Cllr Dehnel, Cllr Luery, Cllr Holland, Cllr Hicks, Cllr Moss, Cllr Male

Also in attendance: Len Bunn – Parish Clerk, Christine Drury–Assistant to Parish Clerk, D. Jenkins - caretaker
Cllr Angell

3 members of the public.

19.00

1. Full Parish Council Meeting & Welcome by the Chair

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

2. Apologies

Cllr Paul Bartlett, PCSO.

3. Declarations of Interest

None declared

4. Election of Officers – Chairman, Vice Chairman & Sub- Committees

AB handed over the Chair to **PC**.

PC asked for nominations for Chairman for 2017/2018. **AL** proposed **AB**, seconded by **AH**. All agreed.

PC handed over the Chair to **AB**.

JH nominated **AL** as Vice Chairman **PM** seconded. All agreed.

Members of Staffing Committee confirmed as **JH, HM, AL, PM, SD, AB**, plus **SB**. Members would elect Chairman at next meeting of Committee.

Playing Field & Pavilion: **HM** nominated **SD** as Chairman, **JH** seconded. All agreed. Members - **SD, HM, SB, JH, PM, AB**.

Access & Open Spaces: **JM** nominated **HM** as Chairman, **PM** seconded. All agreed. Members - **HM, JW, SD, SB, PM, AL, AB**, plus Mike Ciccone and Sue Past as co-optees.

Communications lead: **JM** agreed to continue with help from new Assistant Clerk to be appointed.

Village Hall representative: **AB** proposed **SD** to continue in this position, **JM** seconded. All agreed.

KRCT representative: **JH** proposed **AL** to continue in this position, **SB** seconded. All agreed.

Planning lead: **JH** proposed **HM** to continue in this position, **JM** seconded. All agreed.

Chilmington Green: **AH** agreed to continue to report informally.

5. Open Forum

None

6. Community Wardens & PCSO Reports

No Community Warden report

No PCSO report

7. Borough & County Councillors Reports

PB reported:-

WEALD EAST UPDATE MAY 2017 – KINGSNORTH

Local Plan

Ashford Borough Council will release the next draft of the land allocation for housing south of Kingsnorth in early June 2017. Land owners have asked for an additional allocation in Finberry, a further extension to Bridgefield and a significant allocation the area north of Magpie Hall Road and Steeds Lane, either side of Ashford Road.

In the meantime, Jarvis Homes / Pentland Homes planning application for the site for 750 houses has been extended several times.

Residents are asked to review these plans very carefully as this represents an ideal opportunity to comment of the proposals ahead of the submission of a formal planning application. The Cabinet meeting to discuss this is expected to be 15th June 2017.

Bridgefield Park

The archaeological works have begun in earnest and they are working across the site looking for any finds, at this stage they have not found anything substantial, however will be on site for some time (a completion date depends on what they find) until they cover all of the main parts of the land. It now looks likely the park will be completed spring/summer 2018.

The damage caused by lorries irresponsibly entering Bridgefield remains a concern so KCC and ABC are exploring ways in which signage can reduce the incidences.

Finberry

After the 301st occupation at Finberry, ABC can serve notice on the owner requiring Finberry to be connected to the northern link road before 400 dwellings at Finberry can be occupied. The northern link road will enable the two developments to be connected by a short bus ride, walk or cycle.

After the 401st occupation, ABC can serve notice on the owner requiring Finberry to be connected to the southern link road before 500 dwellings at Finberry can be occupied.

There are around 250 occupations at Finberry so we are getting close to these triggers.

Bus Service

Stagecoach advises that the service to Bridgefield will start late spring/early summer.

Rail Halt

The Kent Railway Route Study into possible upgrades to the Kent Railway system has been published. There is no explicit reference to the Park Farm rail halt but Ashford is expected to respond to the South Eastern Rail Franchise Consultation by expressing support for the halt as any Bridgefield extension will require developers to contribute towards its cost.

MA reported that he has written his report for APM. Due to election restrictions he is unable to respond to questions which must be referred to officers. **AB** offered congratulations on his election to KCC.

AH reported on SE Water pipeline proposal. Rail Halt feasibility study not yet presented.

8. Approve Minutes of 11th April 2017

Minutes approved, all agreed. After the minutes were approved **AH** pointed out that she is not chairing a committee on domestic abuse as had been reported. This was noted

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

PC reported that extra CCTV camera coverage for outdoor gym equipment is being installed.

AB reported she has produced draft notes on Masterplan Workshop

Master Planning workshop 8th May 2017

Key stakeholders were invited to a workshop at Kingsnorth Recreation Centre to share their aspirations and needs for Kingsnorth based on the service they provide and to contribute to master plan for the Entrance Park and Pavilion and Playing Field are in the centre of the village.

Prior to the workshop stakeholders were given the attached brief produced jointly by Ashford Borough Council (ABC) and Kingsnorth Parish Council (KPC) and asked to complete a questionnaire.

In attendance were: Stephen Dehnel , Anne Luery, John Holland , Aline Hicks , Hilary Moorby & Alison Breese from Kingsnorth Parish Council, Ben Moyle from ABC, Gill Howard & John Sadler representing Ashford Bowls club and short matt bowls, Trevor Measday representing Kingsnorth Recreation Centre, Community café and Kingsnorth Medical Practice, Iain Witts representing Kingsnorth school, Caroline Mansley the team vicar for Kingsnorth Church. Mike Angel joined us briefly as the representative for the village hall and entrusted his response to Stephen Dehnel as the parish council's representative on the village hall committee.

The workshop was facilitated by Alison Breese and Ben Moyle.

Reference material was provided on each table covering plans for the Entrance Park, Pavilion extension, model affordable multi use sports hall and the whole area around the school car park and playing fields.

A site plan was also available showing the whole area so representatives could see how they could be interrelated.

Each representative was invited to introduce themselves and state briefly what their key issues were.

Car parking current and future was highlighted as a key issue if any expansion of facilities in the area were developed as there was insufficient provision now and this caused problems in Church Hill and the school car park at the beginning and end of the school day and was potentially dangerous.

Entrance Park:

The plans showed the footprint of a new bowls club and how it and a supporting club house could be accommodated on the site. KPC had already given its support for the location for Ashford Bowls club although other sites were identified.

Plans showing how the site could also accommodate a multi-use sports hall were discussed and all agreed that if this was pursued it was better located in the Entrance park as there was a logic to locating recreation facilities in area due to its proximity to the KRC.

Pavilion Extension:

If a multiuse sports hall was in the Entrance Park then a more modest extension of the pavilion should be considered.

Village Hall:

The condition survey of the village hall showed that there were no major problems but was it fit for purpose in providing facilities to the growing population over the next 20-30years. All felt it was not and that consideration should be given to providing a new village hall and relocating it closer to or incorporating it with the pavilion.

The design of the village hall could be more in keeping with the rural setting the example of Godmersham village hall was cited as a good example of a new but sensitively designed building.

Should the village hall be re provided the existing hall should remain to allow continuity of services until the new hall was completed.

The relocation of the village hall from its existing site would require the approval of residents by way of a referendum.

Car Parking:

To address the issue of parking and to link the Entrance park to the playing field, pavilion, school, church and village hall it was proposed that a linear car park, sensitively designed to blend in with the green setting, be provided in the fields adjacent to the Entrance Park and football pitches. Permission would be required from the tenant farmer and landowner and this would take time to negotiate but should be compatible with the proposed designated recreational usage and desire for a buffer zone between developments in the village.

How this would be accessed taking account the location of the flood plain needed to be determined.

The issue of the car parks by the school was considered as the car park next to the village hall and garages is owned and maintained by ABC, the car park next to the playing fields by the diocese and is the school car park.

An overflow car park on KPC land behind the pavilion was also noted. The layout of the car parks was not efficient but the location of the village hall limited further improvement. By relocating the village hall to the back of the site adjacent to the pavilion, the whole frontage could be opened up and the site laid out more efficiently.

To prevent a through run between the proposed and existing car parks a physical barrier would be installed but allow ease of access for pedestrians and cycles.

Community café:

The community café has been a success but the reliance on volunteers has limited opening hours. Any design for the area should include a café possibly on a more commercial basis but providing a community hub and possibly a shop/post office all of which could provide local employment.

Funding:

Funding covering the relocation of Ashford bowls club was already in hand and would not fall within the remit of KPC to resolve.

Funding for other activities in the Entrance Park could be covered in part by developer's contributions from the proposed development at Court Lodge.

Funding for a new village hall would be significant and again contributions may be forthcoming from developer's contributions if it was considered a strategic priority for the parish plus grant applications would need to be made to funding bodies like KCC. Any shortfall would require funding which could come from a combination of parish precept and residents fund raising as they did in Godmersham.

Considering the buildings available in the parish one should include a stage for performing arts, this could be in the new village hall or multiuse sports hall.

The church is now available for functions and the consultation soon to take place regarding the usage of KRC may also identify how buildings can be utilised to cover all requirements.

Connectivity across the parish was identified as a key issue not just in the area being discussed in the master plan but also to other parts of the parish like Washford Farm.

Phasing:

The master plan included several major projects which can't be undertaken at the same time.

Phase 1: 2017-2019

Relocation of the bowls club to the Entrance Park and the provision of a temporary car park on the remainder of the site to address car parking issues in the short to medium term.

Phase 2:2017-2019

Seek approval for the new car park connecting the Entrance Park with the pavilion area.

Phase 3:2018-2020

Design a new village hall and pavilion and seek approval from residents.

Phase4:2018-2022

Identify funding and start the planning process. Start off the process conceptual plans showing these ideas will be presented to residents at the Annual Parish Meeting on the 16th May 2017.

PC reported that tarmac is lifting at the play area and repair. Wicksteed has quoted £1000 to carry out the required work. JH proposed this quote be accepted, HM seconded. All agreed.

10. Finance

Financial statement to 9.5.17

April Income from last report

Caffyns - MUGA

£ p

15.00

ABC re spin bikes refund	4469.33
Caffyns - MUGA	14.00
NW int SIBA a/c	0.80
NW int 47793368	0.75
Metro Bank interest	5.36

Total to 30.4.17 **4505.24**

May Income 0.00

Balances as at 9.5.17

NatWest current account	100.00
Petty Cash	307.20
Balance at NatWest Direct Reserve a/c	98307.12
Balance at NatWest SIBA Account	97970.02
Balance at Metro current account	13809.64
Balance at Metro reserve account	65193.60

KPC Cash Balance **275687.58**

Bank Reconciliation as at 30.4.17

	£	p
Opening Balance from 31.3.17	278965.95	
Plus income during April	4505.24	
Less expenditure during April	14314.46	

Subtotal **269156.73**

Plus cheques not presented as at 30.4.17 6530.85

Subtotal **275687.58**

Less May payments NW1584 onwards 22574.83

Plus income during May 0.00

Balance at meeting date 9.5.17 **253112.75**

Invoices Received & Payments due in April from last meeting date

	Ref	Net		VAT		Total	
		£	p	£	p	£	p
Medash Signs-pav signage	NW1565	328.80		0.00		328.80	
Employee #1-salary	NW1566	106.40		0.00		106.40	
Employee #2- salary	NW1567	1708.93		0.00		1708.93	
Employee #3-salary	NW1568	376.00		0.00		376.00	
GCWSPC-50% fuel Feb + Mar	NW1569	75.42		0.00		75.42	
Cancelled	NW1570	0.00		0.00		0.00	
Cancelled	NW1571	0.00		0.00		0.00	
KRCT - hall hire 16.5.17 APM	NW1572	60.00		0.00		60.00	
KCC-stationery/clean supplies	NW1573	20.60		1.12		21.72	
HMRC	NW1574	1562.94		0.00		1562.94	
L.Bunn - expenses	NW1575	10.97		0.00		10.97	
Great Outdoor Gym Co (ins)	NW1576	2900.00		580.00		3480.00	
Zurich Ins (Van)	NW1577	334.09		0.00		334.09	
Employee #4-salary	NW1578	656.57		0.00		656.57	
Geerings - printer	NW1579	244.79		48.96		293.75	
Biffa-pavilion refuse	Metro DD	75.98		0.00		75.98	
M.Cuerden-internal audit	NW1580	366.00		0.00		366.00	
Southern Electric pav	DD	62.64		0.00		62.64	
H.Moorby - expenses fpath maps	NW1581	51.50		10.30		61.80	
KRCT - hall hire 24.5.17+£250	NW1582	287.50		0.00		287.50	
Metcalfe Briggs -survey V Hall	NW1583	795.00		159.00		954.00	

Total to 30.4.17		10024.13	799.38	10823.51
May Expenditure				
L.Bunn-salary + exp	NW1584	2102.38	0.00	2102.38
Gibbs & Sons	NW1585	190.00	38.00	228.00
Southeast water water supply- pavilion	DD	121.15	0.00	121.15
Cancelled	NW1586	0.00	0.00	0.00
Zurich Municipal (KRC ins)	NW1587	1644.30	0.00	1644.30
KRCT	NW1588	18419.00	0.00	18419.00
James Lungley- website	NW1589	60.00	0.00	60.00
		32560.96	837.38	33398.34

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. KRCT hall hire for Parish Council Annual Parish Meeting
3. Great Outdoor Gym co - cost of replacement of vandalised equipment-awaiting insurance payment
4. Zurich Insurance - van insurance
5. M.Cuerden - internal auditor
6. KRCT-hall hire for KALC on 24.5.17 plus £250 monthly payment
7. Metcalf Briggs- condition survey on Kingsnorth Village Hall
8. Gibbs & Son-2xcuts, strim fence line.
9. KRC Trustees. Refund of £21004 received from ALT less legal expenses for sub leases paid by KPC

Budget Report for 2016/2017

<u>Income to 9.5.17</u>	Budget 2017/18	YTD	Variance
Precept	145484	0	145484
Grants	4660	0	4660
Interest	200	7	193
Pavilion	5500	0	5500
MUGA	5580	29	5551
Functions	50	0	50
Shared Handyman	2250	0	2250
Other	0	4469	-4469
Sub Total	163724	4505	159219
VAT reclaim	0	0	0
Total	163724	4505	159219

<u>Expenditure to 9.5.17</u>	Budget 201/18	YTD	Variance
Salaries	70000	8128	61872
Section 137	0	0	0
Communications	2500	120	2380
General Admin	15000	2700	12300
Subscriptions	1350	0	1350
KRCT - Rec Centre	1000	20313	-19313
Main & repair - Other	9000	2900	6100
Maint & Repair - Pl/Field	5800	190	5610
Playing Field Improvements	2000	0	2000
Other	0	0	0
Travel	150	0	150
Pavilion	15000	337	14663
MUGA	4000	0	4000

Capital/Asset	36000	665	35335
Handyman Scheme	4000	409	3591
Parish Office	3000	0	3000
Sub Total	168800	35762	133038
Reclaimable VAT	0	1127	-1127
Total	168800	36889	131911

CD reported that internal auditor had approved accounts with some minor alterations and also some recommendations for procedures and filing; external audit to follow. **AB** acknowledged result of internal auditor.

PC reported that the tarmac in the play area by the Pavilion is lifting. Wicksteed have quoted £1000 to carry out repairs. **JH** proposed and **HM** seconded that this quote be accepted. All agreed.

PC reported that for the period 1.2.17 to 30.4.17 Community Café had made a profit of £1748.57 allocated to trust fund. Profit during April was low as premises were closed for 18 out of 30 days due to lack of volunteers.

11. Planning:

HM presented the current applications:

17/0288/AS All weather surfacing of certain footpaths in Buffer Zone

Support.

17/0529/AS Land at Chilmington Green, Ashford Road, Great Chart. New highway from access D to edge of proposed extension to Brisley Farm development (part of Discovery Park link road. Brisley Farm Link Road.

Support on understanding dimensions comply with area action plan for Chilmington Green.

17/0547/AS Domino's Pizza, Unit 1 Moatfield Meadow, TN23 3LU

Erection of 1 no. illuminated fascia sign.

Support.

17/0562/AS 1 Romulus Gardens TN23 3PX

Conversion of existing garage to form internal living space.

Support.

17/0605/AS 59 Primrose Drive TN23 3NP

Increase in existing garage roof height and 3 no dormers in roof to provide ancillary accommodation.

Local annexe regulations must apply including designated separate entry.

Planning decisions:

17/0290/AS Jupiter Lane- 2 no. 2- storey dwellings – **permit**

17/0091/AS Dove Close- Incorporate side garden into rear garden with 6 foot boundary fence - **refuse**

12. Minutes & Actions Arising from Committees / Groups:

- **Access & Open Spaces Sub Committee**

Funds for footpath surfacing to be released to **PC** – All agreed.

AB thanked Sue Past for her footpath report.

- **Pavilion and Playing Field Sub Committee**

SD reported that the condition survey of the Village Hall has taken place. No serious problems were found. Repairs over the next 9 to 10 years estimated at £9,500. Drainage was not covered but there are no apparent problems. An asbestos survey is required and quotes are being sought. There was concern over the floor suitability for dance classes. The audited accounts of the Village Hall have shown a surplus of income over expenditure. Management of the Village Hall considered excellent.

- **Staffing Committee:**

To be covered under closed session.

13. Kingsnorth Recreation Centre Update

AL reported that the KRCT AGM had taken place. The 3 officers returned to post; most of the attendees had ties with either Parish Council or KRC plus 2 members of the public. There are some bookings for the hall and 2 security/reception officers. **PC** reported that Little Acorns nursery and the Parish Office are still in operation in the building. **AB** reported that planning permission has been obtained for the alterations and improvements to the building subject to a bat emergence survey which will make the timetable tight.

14. Items for Next Agenda

AB reported that she has prepared Chairman's report for APM including the Bridgefield, KRC and Masterplan. Doors to open at 6.30 to allow viewing of plans. **PM** will organize refreshments. Summaries to be heard from Chairs of sub committees and Borough and County Councillors.

**There being no further business the meeting was closed at 21.50.
Next Parish Council Meeting will be Tuesday 13th June 2017 at 19.00.**

Signature: _____ Date _____