



# KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 11<sup>th</sup> March 2014  
At The Pavilion, Church Hill, Kingsnorth, Ashford, Kent from 18.30

**Present:** Cllr Moorby (Chairman), Cllr Shorter, Cllr Breese, Cllr Holland, Cllr Davis, Cllr Ciccone  
Two members of the public

**In Attendance:** Cllr Hicks & Len Bunn (Clerk)

**Prior to the main Parish Council meeting a presentation was given by Daniel Carter the Principal Policy Planner from Ashford Borough Council regarding the Local Plan 2030, details of which follow:-**

Daniel handed out copy maps and full presentation details to those present and followed this up with an explanation. The Local Plan 2030 highlighted ABC's current approach to this matter and included long and short term issues that will arise. From the maps it was apparent that a very large number of sites for development have been proposed by Developers and landowners. No decisions on these have yet been made by the planners. Housing needs will be dependent upon the Strategic Housing Market Assessment. Local wishes will need to be considered and a public examination will be held.

ABC were required to 'call for sites' to undertake this project but Daniel highlighted the fact that no decisions had yet been made about any of the sites that had been submitted to Parish Councils, which were for information purposes only. The feedback from the communities involved will be fed into the Strategic Housing and Employment Land Availability Assessment and this will assist everyone in understanding what may come forward in the future.

At the present time ABC are in the informal scoping stage and stakeholders will need to get involved. They will need to consider issues to be faced and how they will be tackled. They will have to consider what they are trying to achieve and what role the 2030 Local Plan will play.

ABC's Plan-It Ashford project is aimed at Parish Councils, open forums, community groups, schools as well as other local organisations. It is important that ABC obtains local ideas and key priorities before being able to move forward with plans that will suit the local communities. This will be done in Kingsnorth by exploring the needs of various sectors of the Kingsnorth Parish community and these communities will need to discuss how they wish to become involved. To this end, ABC will assist by holding two exhibitions in the Parish. Daniel highlighted the fact that exhibitions for the Kingsnorth community should be arranged by the Parish Council as soon as possible in order to obtain some important feedback that is required, as this Plan-It Ashford project enables communities to shape their future.

The Plan-It project will continue to engage with communities to gather further evidence before being able to move forward. Before any decisions are made, any housing needs will be investigated and how best this can be provided. Naturally, a great deal of this will depend upon employment growth in the areas involved and what infrastructure will be required to meet these needs. In addition to these considerations the natural and heritage features will also need to be considered. It is envisaged that informal consultations on the submitted sites will continue until late 2014. At publication stage, which is expected to be in mid 2015, formal public consultations will be needed.

Cllr Moorby highlighted the fact that residents of the Kingsnorth Parish will be shocked at the number of sites that had been identified in the Parish. Cllr Moorby also requested that a map showing the sites in question be supplied for the information of the residents and Daniel stated that this would probably be able to be provided.

Cllr Holland highlighted that naturally the Parish Councillors will have an opinion about the project and that this will need to be discussed before moving forward.

Cllr Breese stated that all of the information should be included in the KPC web site without further delay.

Cllr Shorter asked Daniel for clarification if the 2008 Core Strategy project feeds into the Plan-It project. Daniel clarified that the Core Strategy project was a regional strategy which has since been abandoned. Cllr Shorter advised the meeting that after the exhibition the Parish Council must form their own opinions which must not be prejudiced.

Cllr Ciccone understood that 2 out of 3 sites would not be considered due to the Cheeseman's Green and Chilmington developments and asked if ABC will take sites even if they had not been considered previously despite these latest developments. Daniel explained that from the Core Strategy ABC had been given targets to achieve and that these targets are for between 730 & 800 properties pa.

Cllr Breese stated that the Parish Council must prepare their arguments as a matter of urgency.

Cllr Moorby requested that the planners would not be biased by the previous core strategy when Kingsnorth was favoured for future development. Mr Carter replied that they would not.

The Chairman thanked Daniel for his presentation and advised him that the Parish Council will report back to him in order to arrange public meetings as soon as possible.

**1. Apologies:**

**Councillors:** Cllr Wedgbury, Cllr Stevens, Cllr Luery,

**Borough Councillors:** Cllr Mike Angel, Cllr Peter Davison

**2. Declarations of Interest:**

Cllr Breese – Allotments – Non Pecuniary interest

Cllr Shorter – 8.3 Riverside Close – ABC Conflict

**3. Approve Minutes of 11<sup>th</sup> February 2014:**

Proposed Cllr Breese, seconded by Cllr Holland. All agreed subject to amendments in item

**4. Matters arising from previous Minutes**

Cllr Davison submitted his apologies for not being able to attend the meeting on the 11<sup>th</sup> February 2014 but this was not recorded.

Cllr Ciccone understood from the previous Inspectorates statements only 3 sites were being considered and that out of these 3 sites only 2 sites would be confirmed. These were taken to be Cheesemans Green & Chilmington and that no other Kingsnorth sites would be considered. Cllr Ciccone asked ABC if this statement had now been overturned. Daniel explained that from the Core Strategy ABC had been given targets to achieve and that these targets are for between 730 & 800 properties pa.

**5. Community Warden, PC and PCSO Reports:**

PCSO Andrew Huckstepp introduced himself to the Council having recently been posted to the Kingsnorth Parish and is responsible for the Weald East Ward area along with PCSO Dan Smith. He stated that notices have been left on cars that are considered to be parking irresponsibly and that some youths have been moved on from areas around the churchyard and in doing so reported incidents have been reduced. The next surgery that he is holding at the Kingsnorth C of E school is being held on the 26<sup>th</sup> March 2014. He stated that PCSO Dan Smith had given him a report indicating that there had been some anti social behaviour over the past month and that there had been vandalism carried out on a number of signs in the Parish and that this damage had been reported to the Police. Speed checks had been carried out in Bluebell Road and Church Hill but no drivers had been reported. Another problem that has occurred is with the theft of plants and milk from the Chartfields area.

PCSO Dave Garland also introduced himself to the meeting and advised that he is now jointly responsible for the Washford Farm and Stanhope areas. He advised the meeting that speeding checks had been carried out in his areas but no speeding had been identified. An ASB vehicle is now being used every day of the week which is manned with two officers. Cllr Hicks asked if this vehicle was for the Ashford Borough or just for Kingsnorth. PCSO Garland advised that this was for the whole Ashford Borough.

**6. Open Forum:**

No requests had been received from residents.

**7. Questions to Councillor or Borough Councillors relevant to Parish**

No questions were received.

Cllr Shorter advised that in the Washford area there had been local flooding due to some residents extending their gardens and damaging ditches.

Cllr Shorter, having declared a pecuniary interest in the Riverside Close correspondence, reminded the meeting that Cllr's Holland, Luery and Moorby as well as himself and the residents had prevented land in Benstead being built on and that the residents had expressed an interest in purchasing this land. However, to date no further progress has been made. Therefore, perhaps the Parish Council should express an interest in taking this land on, as part of their responsibility.

The meeting was reminded that the correspondence regarding the Bridgefield project, referred to the East Side only.

**8. Personal Letters & Correspondence since Clerks Notes**

The Chairman advised the meeting that she had received correspondence from Cllr Peter Snelling that he has reluctantly had to resign his position as Parish Councillor for Kingsnorth Parish Council. His decision to resign was purely due to personal circumstances which have meant that he has been unable to dedicate sufficient time to being a Parish Councillor and being able to represent his Ward in a professional manner. The Chairman has written to Peter accepting his resignation, albeit very reluctantly.

**9. Finance****Payments received 1<sup>st</sup> January 2014 to 31<sup>st</sup> January 2014**Kingsnorth Pilgrims Football Club 2<sup>nd</sup> stage payment **£250.00****Total Income Received** **£250.00****Bank Reconciliation as at 31<sup>st</sup> January 2014**

Balance at bank NatWest Current Account £100.00

Balance at bank NatWest Direct Reserve Account £129,488.00

Balance at bank NatWest SIBA Account £5,446.00

NatWest Fixed Rate Bond – 5 Year Account £16,000.00

**KPC Cash Balance** **£135,034.00****Fixed Rate Bonds (Balance reserve ‘ring fenced’ for payment to ALT.)** **£16,000.00****Invoices Received & Payments Due In March 2014**

		<b>Recoverable</b>		
		<b>Net</b>	<b>VAT</b>	<b>£</b>
BT	NW825	66.98	13.39	80.37
Cancelled	NW826	CXX	CXX	CXX
Helpful Hands Cleaning Services	NW827	150.00	30.00	180.00
L K Measday	NW828	140.00	00.00	140.00
L Cooke	NW829	90.00	00.00	90.00
Swift Security	NW830	42.99	8.60	51.59
Chubb	NW831	930.68	186.14	1116.82
KALC	NW832	60.00	12.00	72.00
Alison Breese	NW833	19.58	00.00	19.58
HMRC PAYE	NW834	1242.56	00.00	1242.56
Sabre Solutions	NW835	145.00	00.00	145.00
Action With Communities	NW836	35.00	00.00	35.00
H Moorby	NW837	250.00	00.00	250.00
K M Media Group	NW838	283.00	56.60	339.60
#1 Employee	NW839	77.91	00.00	77.91
#2 Employee	NW840	1481.55	00.00	1481.55
#3 Employee	NW841	265.48	00.00	265.48
#4 Employee	NW842	420.00	00.00	420.00
L Bunn – Expenses	NW824	73.61	00.00	73.61
<b>Total</b>		<b>£5,774.34</b>	<b>£306.73</b>	<b>£6,081.07</b>

The Clerk advised the Council that vandalism of the new signage that has occurred during the past week at The Moat, and Field View will result in additional unexpected expense. These acts of vandalism have been reported to the Police and the Councils insurance company have been advised.

The Clerk advised that work on the damage to the fencing around the playing fields should commence on the 25<sup>th</sup> March 2014.

The Clerk reiterated that Parish Councillor Allowances for Councillors that had been Co-Opted could not be claimed but those Councillors that were entitled to claim must advise the Clerk before the 30<sup>th</sup> March 2014 whether they will be claiming this allowance or not.

Due to the increased financial activities of the Parish Council and to ensure that all rules and regulations are being followed correctly the Clerk requested that an Internal Audit be carried out twice a year. Cllr Breese supported this request and this was seconded by Cllr Shorter and all agreed.

At the request of Cllr Shorter, the Clerk confirmed that the funds held in the Fixed Rate Bonds will not be utilised without the authority of the Parish Council.

The Clerk clarified that the payment to employee #1 who retired on the 28<sup>th</sup> February 2014, was the payment for a week's handover to the new Caretaker employee #4.

**11. Planning Applications needing a decision at this meeting**

14/00178/AS – 41 Blackthorn Way, Kingsnorth TN23 3QB – Single storey rear extension to existing domestic property. **Support**

14/00190/AS – 5 Britannia Lane, Kingsnorth TN23 3PL – Conversion of integral garage into habitable accommodation. – **No comment. Confirmation that sufficient parking space is available required.**

14/00222/AS – Stumble Place, Finn Farm Road – Erection of two storey side extension. **Support**

14/00174/AS - **Being investigated. Cllr's Ciccone & Shorter agreed to view the plans in detail.**

### **Decided Planning**

13/00033/AS – The Barn Woodcock Green, Kingsnorth TN23 3ET – Erection of car port - **Permit**

13/00083/AS – 9 Forum Way, Kingsnorth TN23 3RJ – Single storey rear extension – **Permit**

13/00029/AS – 2 South Motto, Kingsnorth TN23 3NJ - Single storey rear extension – **Permit**

13/00112/AS – 41 Blackthorn Way Kingsnorth TN23 3QB – **Withdrawn by applicant**

13/00127/AS–2 Kestrel Close, Kingsnorth TN23 3RB–Proposed garage conversion into habitable accommodation–**Permit**

13/01448/AS – 7 Temple Close, Kingsnorth TN23 3PW – Insertion of two dormer windows and extension - **Permit**

## **12. Communications**

### **Website.**

As per the request of the Parish Council on the 11<sup>th</sup> February 2014, the Clerk confirmed that a full back up of the Parish Councils computer off site had been arranged through Sabre Solutions who are also responsible for the maintenance of the said computer.

Cllr Jeff Davis circulated the up to date information regarding the new KPC website which is still being constructed although the design is virtually complete and now needs 'building on'.

Advertising, in order to bring in some revenue to support the site, was discussed. To this end, Cllr Shorter advised that KPC should collaborate with the Kingsnorth Parish Church as KPC does not intentionally want to dilute the Church's revenue that they receive from the advertising in the Church Parish magazine. Once again, the meeting was reminded that any advertising must not have any political content and that service prices should not be shown. Cllr Hicks advised the meeting that Woodchurch advertising is levied at £25 per insert.

Cllr Breese advised that a web site meeting had been held between herself, Cllr's Moorby and Davis on the 24<sup>th</sup> February 2014 and from this meeting it had been decided that Councillors profiles needed to be reduced to a maximum of 200 words and should include their names, addresses and contact details and any other relevant details. As discussed at the meeting, the Clerk, Cllr's Moorby and Breese supplied Cllr Davis with details of other Parish Councils web sites that could possibly be learnt from in the final design of the web site.

## **13. Kingsnorth Recreation Centre**

In view of the resignation of Cllr Snelling, who represented KPC's interest at the ALT Trustees meetings a new KPC representative needed to be selected as a matter of urgency. In view of Cllr Holland's previous experience of working with the interests of ALT, Cllr Shorter proposed Cllr Holland to carry out this function and Cllr Ciccone seconded the motion. All agreed and Cllr Holland accepted. The Clerk advised that he would advise ALT of the change of representation.

Cllr Moorby advised that the 'Spin' project at the Centre had now been opened and was being supported by the residents of Kingsnorth. Cllr Moorby also advised that new equipment had been installed in the Gym area.

## **14. Highways & Footpaths**

Strimming in the Parish has commenced. Cllr Shorter advised that the cycleway between Park Farm and Willesborough had commenced but Sub Contractors have had to cease these works due to the fact that Dormice had been found in the area being excavated.

The reduction of lighting in the Borough has resulted in the lights between Great Oak Way and Country Way being turned off. It is felt that this is a Health and Safety issue in this area that ABC should be asked to reconsider this item. It was suggested that correspondence regarding this matter should be sent to Cllr Angel and KCC Highways.

In view of the latest planning application at Jobbins Farm, it was decided to write to Andrew Hutchinson, the Footpaths Officer for KCC, to enquire whether the designation of Steeds lane as a public footpath was being processed.

## **16. Pavilion and Playing Field & Open Spaces**

The Clerk advised the meeting that repairs and replacement to the fencing around the playing field would commence on the 17<sup>th</sup> March 2014 and that the new signage at the Pavilion and the refurbished bench had now been installed and was now complete.

## **17. Standing Orders**

Due to restricted time factors no further update had been carried out regarding this subject matter.

## **18. Items for next Agenda**

None

**19. CLOSED SESSION**

**Due to the sensitive nature of the next subject Cllr Shorter proposed that the public should be excluded from this part of the meeting and this was seconded by Cllr Moorby all agreed and the public left.**

There being no further business to discuss, the Chair thanked everyone for attending and the meeting closed at 2210.

**The next main Parish Council meeting Tuesday 8<sup>th</sup> April 2014 at 1900.**