

# KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 13<sup>th</sup> January 2015  
At Kingsnorth Pavilion, Church Hill, Kingsnorth from 19.00

**Present:** Cllr Breese, Cllr Moorby, Cllr Holland, Cllr Luery, Cllr Davis, Cllr Shorter, Cllr Ciccone, Cllr Dehnel,  
Cllr Curtis, Cllr Wedgbury  
6 members of the public.  
Borough Councillors: Peter Davison, Aline Hicks, Paul Bartlett, Mike Angell  
Also in attendance: Len Bunn – Parish Clerk, Christine Drury – Assistant to Parish Clerk

1. The Chairman welcomed the members of the Parish Council, Cllr Angell, Cllr Davison, Cllr Bartlett  
Cllr Hicks and members of the Public.
2. **Apologies:**  
None
3. **Declarations of Interest:**  
Cllr Ciccone – Item 10 Local Plan update
4. **Open Forum:**  
No request to speak received from any residents.

## **Community Wardens Report**

No report received.

## **PCSO's report**

Figures based on 05/12/14 to 13/01/2015

### **Park Farm**

2 x criminal damage - door forced off of Southern Water pumping station on Pound Lane  
Criminal damage to motor vehicle in Bridgefield  
1 x attempted theft of pillar box on Park Farm but no offenders found  
Cllr Dehnel raised the issue of speeding around roundabouts and asked what action was being taken. Also  
advised that the Tesco's car park was being used for speeding and various tricks with handbrake turns.  
PCSO Smith advised that he would pass this on to his colleagues and the Police

### **ASB Issues**

2 x nuisance off road bikes being ridden on pavements in Acorn Close & Reed Crescent. Any residents  
witnessing this type of behavior should contact the Police by calling 101

### **Washford / Colemans Kitchen (Chartfields)**

1 x criminal damage  
2 x thefts  
1 x burglary and offenders apprehended  
1 x nuisance behavior by youths in the Chartfields area and a large group of youths reported in Haywain Close  
play area. Youths found and alcohol seized

### **Kingsnorth Village & Bridgefield**

1 x criminal damage to a motor vehicle in New Bridgefield  
1 x nuisance youths throwing bricks onto train tracks in Bridgefield  
1 x nuisance off road bike linked to issues reported in Park Farm

### **Stubbs Cross**

PCSO Garry Carr reports that there have been no recorded issues in the Stubbs Cross area

### **Community Engagement**

PCSO Smith will be holding a mobile surgery in the Kingsnorth Pavilion car park on Tuesday  
10<sup>th</sup> February 2015 between 1830 & 1855

Cllr Ciccone advised PCSO Smith that one of his fences had been stolen and asked that he advises his colleagues and to be aware and especially look out for vehicles with abnormal loads during the hours of darkness.

PCSO Smith was yet again advised of the dangerous parking of vehicles at the bottom of Church Hill, especially at the junction opposite the Queens Head. PCSO Smith was asked to keep monitoring this problem as this has become a major problem once again. PCSO Smith stated that he was aware of this problem but once again parking was not illegal in this area unless vehicles are parked part on the road and part on the pavement resulting in members of the public being unable to use the path and having to go onto the road to gain access once again on the footpath.

In view of this problem the Clerk was asked to investigate the possibility of yellow line in this vicinity and all Parish Councillors supported this action.

### **Borough Councillor Aline Hicks**

Cllr Hicks thanked the Parish Caretaker, David Jenkins, for clearing the shrubs by the bus stop and for clearing the area in general adjacent to the Queens Head

Cllr Hicks gave an update of ABC policies whereby starter homes are being considered for brown field sites for first time buyers

Cllr Hicks also advised the Parish Council of a topping out ceremony at Farrow Court of 104 units

### **Borough Councillor Peter Davison**

Cllr Davison advised that a request had been made for ABC for an update of the role and relationship of Parish Councils adjoining the new Chilmington Green project and the implications of the CMO.

### **KCC Councillor Mike Angell**

Cllr Angell gave a brief update of matters at the KCC and advised that there was nothing of any major significance to report. However, having received information from the Parish Clerk regarding more flooding issues in Steeds Lane he was following through this complaint with the KCC and has asked them to deal with matter urgently as this was the second flooding incident in the past 3 months involving not only the same properties but also others. The Parish Clerk advised that there were still families who have had to be moved out of their property due to flooding and that a 91 year old resident had also had to be re-homed due to the flooding in his property which has made it inhabitable.

### **Borough Councillor Paul Bartlett**

Cllr Bartlett gave an update of activities at ABC and advised that there was nothing further to report regarding the AW325 footpath or on the planning infringement at land adjacent to the Coach House at Church Hill and that he will be following this matter up urgently with the ABC Planning Department.

Cllr Bartlett advised that there were now three options regarding the bus service at Bridgefield and requested the Parish Councils views regarding this matter.

Cllr Ciccone advised that plans for this bus service had always been in the plans and questioned as to why the JTB had left the matter so long before advising that this service would not commence. Stage Coach had advised that these services would be unable to operate until parking restrictions were imposed or monitored for infringements. A conversion of garages into living accommodation has resulted in more cars parking on the highway making it impossible for a bus service to operate safely.

Cllr Curtis asked as to when residents in the area would be advised of this matter.

Parish Clerk to add this item onto the Agenda for the February meeting at which there will be a pre-meeting with Simon Harris.

Mersham Parish Council are considering the introduction of 'Welcome Packs' for new residents moving into the Finberry development and asked if the KPC were considering similar ideas as part of the continuing development of Kingsnorth.

### **Borough Councillor Neil Shorter**

Cllr Shorter advised that work is being carried by ABC to prevent travelers accessing land within the Knowle Lane and Langney Drive areas and it is hoped that this work will be completed before April 2015.

ABC had advised that any New Homes Bonus could be spent throughout the Borough and that KPC should submit their requests for funding such items as the extension of the Pavilion. Cllr Breese to investigate this matter.

### **Borough Councillor Jim Wedgebury**

Cllr Wedgebury advised that ABC have undertaken work in clearing of ditches and drains and that this should help with flooding problems in the future.

Cllr Wedgebury advised that all Borough Councillors have an allowance to support local projects and that these could be pooled together and KPC should put forward their proposals for the future. Funds received from Government by ABC have been greater than anticipated and Parish Councils should be considering the funds that they may require in the future.

### **5. Local Plan Committee Update:**

Cllr Moorby gave an update on the Local Plan and explained how KPC should break down the sites being considered for development into manageable terms that could then be easily understood by all concerned rather than the present method in which residents may find it difficult to understand and therefore to take part in the consultation process. This is especially important as the time line being advised is very long and the number of sites involved are far too many, and some of these are very large and others small by comparison. Residents, who properties adjoin some of the sites in question should be invited to every event regarding this project which would make the subject far more meaningful. This matter reflects the recommendations of the joint committees.

Cllr Moorby advised that, to date, ABC had yet to advise which sites within Kingsnorth would be taken forward to the next consultation period.

Members felt that the PC must start work on this next consultation period and residents comments must be prepared and taken into account for this next stage of the consultation process. Cllr Holland felt that KPC may not be representing residents sufficiently especially those whose properties join the smaller plots and it was felt that the holding of workshops was a very good idea and that perhaps smaller sites could be grouped together in the consultation exercise, for the residents being affected by the plans. It was agreed that the first workshop should cover the proposals for Bridgefield 2 especially as the KPC already has the background information to support this workshop.

A number of exercises had been carried out by KPC to try to get the residents more involved in this very important project which will affect all residents in the not too distant future. To this end it had been very disappointing that more residents hadn't attended the exhibitions that had been held and Cllr Curtis felt that the leaflet drop had also failed to arouse very much interest and that perhaps funds could have been used elsewhere.

Cllr Moorby and Breese were asked to produce a brief for this workshop and Cllr Breese thanked Cllr Moorby for her report on this subject.

### **6. Approve Minutes of 9<sup>th</sup> December 2014:**

Minutes approved subject to two amendments tabled by Cllr Moorby. The wording Chilmington Green to be added to 2<sup>nd</sup> paragraph of report given by Cllr Aline Hicks and change reference in planning notes 14/01382 & 01/1383/AS to read listed building.

Cllr Breese advised all Members present that matters arising from these minutes had been included in the January 2015 Agenda other than who would be advising residents regarding the cancellation of the Rail Halt project. It was agreed by all, with the exception of Cllr Holland who abstained, that ABC should advise residents of this.

Approval of the Minutes, as amended, was proposed by Cllr Moorby & seconded by Cllr Ciccone. All agreed.

### **7. Matters Arising From Previous Minutes Not On The Agenda or Action Sheet:**

Cllr Holland raised his objection to Developers using their own development names rather than the actual name of the area and also suggested that road name signs should also include the actual postal code.

Cllr Shorter advised the meeting that he would take this matter up with ABC on behalf of the Kingsnorth Parish council.

### **8. Correspondence:**

Cllr Breese gave her report and drew Members attention to the serious flooding that had occurred, yet again, and had been highlighted on the KRR Facebook page as well as the parking problems at the bottom of Church Hill. These items had already been discussed earlier in this meeting.

Cllr Breese circulated an invitation to the Parish council to 'field' a team for the quiz night being held at 1930 in the Kingsnorth CofE Primary School on the 10<sup>th</sup> January 2015.

Cllr Breese expressed her concerns and frustrations over ABC's lack of response to enquiries regarding the production of signage for the Parish. Members agreed that all Parish Councillors should advise where this

signage should appear in their individual Wards and the reasons for the positions indicated, as they had the local knowledge of each of their Wards. On receipt of this information, these details would be passed to the KCC and also ABC.

Cllr Shorter has agreed to discuss with ABC and obtain guidance of where to obtain information from for these signs and where to obtain correct postal addresses from and how this matter can be moved forward.

## 9. Finance:

### Payments received 1<sup>st</sup> December 2014 to 31<sup>st</sup> December 2014

Interest From Business Direct Reserve Account	£	4.44
Kent Cycling Assn Booking	£	85.00
V Kennett pavilion hire children's party	£	40.00

<b>Total Income Received</b>	<b>£ 129.44</b>
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### Bank Reconciliation as at 31st December 2014

Balance at bank NatWest Current Account	£100.00
Balance at bank NatWest Direct Reserve Account	£98,211.39
Balance at bank NatWest SIBA Account	£87,369.17

<b>KPC Cash Balance</b>	<b>£185,810.00</b>
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<b>Fixed Rate Bonds – 5 Year Account</b>	<b>£ 16,000.00</b>
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### Invoices Received & Payments Due In January 2015

		Recoverable		
		Net	VAT	£
L Bunn expenses Xmas tree & mileage	NW1028	59.89	00.00	59.89
T Dew memorial bench	NW1029	460.00	92.00	552.00
T Dew memorial bench	NW1030	460.00	92.00	552.00
Employee #1	NW1031	1529.22	00.00	1529.22
BT	NW1032	119.17	23.83	143.00
Multimedia Projects	NW1033	483.34	96.67	580.01
Sabre Solutions	NW1034	270.00	00.00	270.00
Cancelled	NW1035	0.00	00.00	0.00
Employee #2	NW1036	384.40	00.00	384.40
Cancelled Cheque	NW1037	00.00	00.00	00.00
Employee#3	NW1038	506.50	00.00	506.50
Trans Fire Protection	NW1039	284.16	00.00	284.16
Employee#4	NW1040	309.60	00.00	309.60
Arien Signs	NW1041	205.00	41.00	246.00
Southern Electric- pavilion electricity	DD	57.81	0.00	57.81
Total Gas & Power – pavilion gas	DD	60.68	00.00	60.68

<b>£5,189.77</b>	<b>£ 345.50</b>	<b>£5,535.27</b>
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### 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 leisure & recreation area and capital cost of Bridgefield leisure & recreation area. Exact figures required will not be known until details of S106 funding are finalised.
2. T Dew Construction installation of memorial bench at Riverside Close
3. T Dew Construction installation of memorial bench at Community Orchard
4. BT includes broadband for pavilion CCTV
5. Multimedia Projects - One third cost of website design and development

6. Sabre Solutions – Support contract for Parish Office computer December 2014 to November 2015, Cloudberry License one off payment, laptop support contract December 2014 to November 2015
7. Trans Fire Protection – inspection and service of fire appliances at pavilion.
8. Arien Signs – replacement of 2 x polycarbonate fronts for vandalized notice boards.

Cllr Breese advised the meeting that discussions had been held with ABC during which the proposals for the s106 funding of £47k had been discussed and reminded Members that this sum needs to be committed to Capital expenditure within the KRC by 2016 or it could be lost. Cllr Breese had suggested that some of this funding could be used to upgrade footpaths and this was supported by ABC. If ABC undertook this work they would not need to apply for planning permission and as such the Clerk was asked to submit proposals for consideration by ABC. Cllr Shorter expressed his concerns regarding this funding and felt that this amount should not all be considered for this purpose. Cllr Breese advised that this was not the total funding available and KPC still need to consider other Capital expenditure items.

Cllr Breese requested all concerned to consider the need for new signage in their own Wards and to supply details of their preferred locations, wordings etc in order that planning applications can be submitted as soon as possible, as well as discussions with the KCC regarding proposed locations and funding.

Finance Terms of Reference were circulated to Members and these would now need to be included in the revised Standing Orders.

## 11. Planning:

Cllr Moorby advised the meeting that procedures for the consideration of planning applications had now been introduced in order to make these discussions meaningful.

### Applications needing a decision at this meeting

- 14/01561/AS – Tesco Stores, Moat Field Meadow, Kingsnorth TN23 3LU – Erection of 5 fascia signs (non illuminated) & 12 free standing signs (non illuminated) for car wash – **Object – 12 welcome signs to be attached to the surrounding fencing, far too many. These would be unsightly and obtrusive. Recommend one sign only.**
- 14/01565/AS – The Granary, Finn Farm Court, Kingsnorth TN23 3BF – Replacement of existing garage doors to south east elevation with timber glazed panel windows & single door, internal alterations to ground floor – **No objection**
- 14/01571/AS – 51 Finn Farm Road, Kingsnorth TN25 7AB – Erection of conservatory to the rear of the property – **No objection**
- 14/01579/AS – 34 Bell Chapel Close, Kingsnorth TN23 3NN – Erection of two storey rear Extension **No objection**

The Chairman thanked Cllr Moorby for her input and for the introduction of the new procedures for the planning items in the future.

## 11. Minutes & Actions Arising from Committees / Groups

Minutes of the Pavilion and Playing Field committee were circulated to all members and were approved but with Cllr Shorter & Moorby expressing their concern regarding the second piece of triangular land that was being considered, as this provided a habitat for a number of important species. The Terms of Reference, that had been circulated, were proposed as being accepted subject to the reference to Project Manage being changed to oversee the Project Management, as this would be overseen by the Parish Clerk. The Clerk was instructed to obtain the services of an Architect to draw up plans for the proposed extension of the Pavilion, in order to accommodate more general public for various functions, as business is being lost due to the size and configuration of the building resulting in the building being unfit for purpose. This was proposed by Cllr Shorter and seconded by Cllr Dehnel and all in attendance agreed.

Cllr Breese gave an update of a meeting held with ABC on the 10<sup>th</sup> January 2015 and advised that notes of this meeting will be forwarded to everyone shortly and that a special meeting with Simon Harris will be held prior to the monthly Parish Council meeting on the 10<sup>th</sup> February 2015 and that this part of the meeting would be a closed session only. It was agreed that a special follow up meeting would be held, especially for Bridgefield residents in order to clarify any proposals, timeline and funding that may be available, as this was long overdue.

Cllr Breese confirmed that a total of £1.5m of S106 funding will shortly be available for a number of projects being considered and this funding will be available in 3 tranche payments, details of which have yet to be confirmed.

Terms of reference for the Allotment Subcommittee had been circulated by Cllr Breese and after discussions these were agreed as being acceptable.

Proposals for a Country Fair to be held during 2015 were discussed and a full presentation of this was given by Cllr Dehnel, including dates, and it was suggested that the 6<sup>th</sup> June 2015 would be a possible date subject to Cllr Dehnel checking to see what local functions clashed with this date. Cllr Breese agreed to draft the Terms of Reference for the group that would be responsible for overseeing this project which could possibly be similar to those of the Local Plan Committee as this should also include members of the public and not just Parish Councillors. This would enable plans and actions to continue without being distracted by the elections being held in May 2015. Time is extremely short and as such it was proposed that this should be a small fair for 2015, which would enable the possibility of future larger fairs being considered in the future.

It was proposed that the Terms of Reference for the Communications Group to be changed to a Subcommittee and this was agreed in principal. Cllr Davis, as the Communications Champion of the Parish Council, was requested to call a meeting as soon as possible with the group, in order to consider the draft Terms of Reference that Cllr Breese agreed to provide for consideration at this meeting. Procedures that are already in place as to how the website should be configured in the future should be discussed as well as guidance for the possibility of advertising. These details need to be included in the Parish councils Standing Orders.

The Terms of Reference for the proposed Access & Open Spaces Subcommittee that had been provided, were agreed as being acceptable. Membership of this Subcommittee needs to include representative of ABC as they are the land owners of some of the sites being within the remit of the group. These representatives should have full voting rights on this Subcommittee. Any Members who are interested in being part of this Subcommittee should express their interest with the Parish Clerk who will arrange a meeting, whereby the Chairman can be elected and Membership and Terms of Reference can be approved. Cllr Shorter advised that there had already been some success stories as to how the open spaces are being managed within the very close proximity to residential areas, such as the grazing of land in Westhawk and with local Scouts assisting in the clearance of land at fields off of Britannia Way.

## **12. Communications:**

Cllr Curtis briefed the meeting as to the updates of the website that he had circulated and that the Parish Council now has full control of passwords and domain names. He thanked Members for the input that he had been given but highlighted the fact that more ideas and suggestions were still required in order to make the website meaningful and useful, to all concerned.

Cllr Breese had circulated a draft Chairman's report not just for the website but also in order for Members to identify the Parish Councils point of direction for the future and to highlight funding requirements and the proposed vision for the future. This item should also be included in the 5 year Business Plan that has stalled, at the present time, due to the untimely resignation of Trevor Measday from the Parish Council due to ill health. All Members supported this draft report from the Chairman and Cllrs Breese and Curtis will include some or all of this draft on the Kingsnorth Parish website, where appropriate.

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

The Clerk advised that the Broadband line had now been installed in the Pavilion and that the CCTV system had also been installed. However, ABC's Monitoring Department was still unable to view the pictures from the videos and this is expected to be a problem with the BT Broadband installation. Ideal Security are now working with the BT Broadband Division, in order to resolve this problem.

## **14. Kingsnorth Recreation Centre:**

Cllr Holland advised that no Trustees meetings had been set to date except for a provisional meeting for the 14<sup>th</sup> January 2015 and he had received no further information since their last meeting. Concerns were expressed regarding the irregularity of these meetings, especially as Kingsnorth Parish Council is the Custodian of KRC. A copy of the KRC contract with Kingsnorth Parish Council was circulated to all Members by the Parish Clerk, for their information. This contract gave full details of what is expected by the Parish Council from ALT and also the requirements needed by the Parish Council of all reports and meetings. It was agreed that the Parish Clerk should write to all Trustees and the CEO of ALT, Emma Wood, reiterating the Parish Councils requirements and expectations. These reports were required before the monthly scheduled Parish Council meetings which are always held on the second Tuesday of each month. This was necessary in order that Parish Councillors could consider any actions that may be required. Cllr Shorter reiterated the fact that the Parish Council requires quarterly figures as laid down in the contract. Cllr Holland advised that these financial reports have always been circulated to Members when they have been received, since he had been attending these quarterly meetings.

**15. Memorial Benches:**

The Clerk advised the Members that three of the four Memorial Benches had now been installed. One in the Community Orchard, one on the Village Green at Riverside Close and one at the Moat. The fourth bench will be installed at Joys Wood if Village Green status is approved.

Cllr Breese requested all concerned to consider the need for new signage in their own Wards and to supply details of their preferred locations, wordings etc in order that planning applications can be submitted as soon as possible, as well as discussions with the KCC regarding proposed locations.

**16. Finalise Standing Orders:**

Additional items mentioned during the meeting still need to be added.

**17. Items for next Agenda:**

1. Pre meeting with Simon Harris - **AB**
2. Yellow Lines - **LB**
3. Local Plan Workshop Brief - **AB**
4. Footpath costs to ABC – **LB**
5. Signage – **All & NS to follow up & chase ABC**

**18. Next Parish Council Meeting will be Tuesday 10<sup>th</sup> February 2015 at 1900. Note new venue and start time – now being held at Kingsnorth Pavilion, Church Hill, Kingsnorth from 1900**

There being no further business the meeting was closed at 2200.

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