



KINGSNORTH PARISH COUNCIL

Minutes of the Kingsnorth Parish Council meeting held on Tuesday 8th October 2019

At the Kingsnorth Pavilion, Church Hill, Kingsnorth from 7.00pm

Present: Cllr Shelley Barber, Cllr Bryan Curtis, Cllr Aline Hicks (Chair), Cllr Patricia Moss, Cllr Stuart Moss, Cllr James Ransley, Cllr Benjamin Townend, Cllr Jim Wedgbury (Parish and Borough Cllr).

Also, present: Christine Drury (Assistant Clerk, Finance), Borough Councillor Heather Hayward – Ashford Borough Council (ABC), Community Warden Jan Henry, Peter Le Rossignol (Parish Manager), PCSO Anne Martin, Matt O'Neill (Assistant Caretaker), Marie Russell (Assistant Clerk, Admin), Borough Councillor Neil Shorter – Ashford Borough Council (ABC) 5 members of the public.

1. Apologies.

Cllr Matthew Bridger, Cllr Geoff Cosgrove, Len Myatt.

2. Declarations of Interest.

Cllr Bryan Curtis – Director of the company that provides web hosting to Kingsnorth Parish Council.

Cllr Stuart Moss – Chair of Kingsnorth Recreation Centre Trustees.

Cllr James Ransley – Knows architect for planning application 19/01358/AS and 19/01355/AS.

3. Approve Minutes of 10th September 2019.

Minutes were agreed by all Parish Council Members that were present at the September meeting.

4. Matters Arising from the previous minutes (not reported elsewhere).

- Memorial Bench (Roman Ward) to be placed - Parish Manager to write a letter to the relevant authorities. Action carried forward.
- HGV's using Violet Way –Mr Mike Angell (KCC) to provide an update on the issue. Action carried forward.
- Policies to be adopted by the Parish Council. Action carried forward.
- Bridleway – To be considered by the Parish Council when agreeing the new budget. Action carried forward.
- Update on Maintenance Team to be included in the Parish Manager's update report. Action completed.
- Letter to be sent to the Police Crimes Commissioner re prosecution. Parish Manager to action before the next Parish Council meeting. Action carried forward
- Contact Ashford Borough Council regarding Mike Ciccone sub-letting the two fields in the centre of Kingsnorth Green to Kingsnorth Parish Council. Action completed.
- Vision Statement to be circulated. Meeting to be held on 18th September and be reported back at next meeting. Action completed.
- Insurance Policy to be checked regarding the structural investigation of the Pavilion. Action completed.
- Supporting letter re Kestrel Park to be drafted and sent to the CSU. Action completed.
- Letter to be drafted for the Development Control Manager for planning application 19/01191/AS. Action completed.
- 18/01310/AS (Chilmington Green) – Discuss with residents and consider a response in October. Action carried forward.

5. Update from Len Myatt – Ashford Borough Council – Long-Term Stewardship in the Garden Community

Len Myatt (Cultural Projects Manager for Ashford Borough Council) was unable to attend the meeting to speak regarding the Long-Term Stewardship in the Garden Community and submitted his apologies prior to the meeting.

6. Public Comments and Observations.

The meeting was adjourned to allow members of the public to speak. Each speaker was given a maximum of three minutes each to raise issues with the Parish Council.

A member of the public spoke regarding issues with the Kingsnorth Community Orchard.

- Pruning of trees. Who is responsible for the maintenance of the Orchard?
- 3 dead trees
- When fruit can be picked and who can pick it.

Cllr Aline Hicks informed the member of public that the Parish Council Maintenance Team will be attending a pruning course in November at Brogdale to allow them to be able to prune and maintain the Orchard.

Action – Parish Manager to find documents from Ashford Borough Council regarding the trees in the Orchard which have died.

Parish Manager commented that residents have been picking the fruits and that the Orchard was last pruned back in the Spring and then again later in the Summer by Edible Culture.

Community Warden Jan Henry introduced herself.

- Community Warden for Kingsnorth, Stanhope, Singleton and Great Chart.
- Helping people who have become victims of scams.
- To be in and around the Community as a visible presence.
- Attend weekly update meetings with Parish Clerks / Managers.
- Will try to attend the Kingsnorth Parish Community Café regularly if any residents would like to raise any concerns they may have.

Contact details for Community Warden Jan Henry, janice.henry@kent.gov.uk , Mobile No: 07773396646

7. Parish Council Reports

a. Parish Manager and Officers / Correspondence Reports.

The Parish Manager reported on:

CPR Training – Wednesday 11th September 2019 @ Broadhembury Holiday Park

Kingsnorth Parish Council held a CPR training session for residents who live in Steeds Lane, Stumble Lane, Bond Lane and close to the telephone box in Steeds Lane. The hour-long session was attended by 41 residents and was well received.

The defibrillator is now in place along with a book swap that is to be used by residents.

A photo was taken with residents outside the telephone box and a press release was sent to the Kentish Express. The photo along with the article appeared in the Kentish Express the following week.

Staff Mobile Phones Issued

Staff mobile phones have been purchased and issued to three members of staff:

Peter Le Rossignol – Parish Manager

David Jenkins – Caretaker

Matthew O'Neill – Assistant Caretaker

This is so they can be contacted when away from the office or by residents outside of office hours.

Biffa Waste Collection Service – Mixed Recycling Added

We have changed one of our Biffa Bins to mixed recycling to ensure we are recycling as much as possible. This also provides a cost saving of £4 per week.

To ensure we recycle as much as possible a recycling bin has been purchased for the Parish Office and the Community Café to collect old crisp wrappers to raise money for the Kent Air Ambulance.

Member Grant Applications Submitted

Member grant applications have been made to Cllr Tina Hayes and Cllr Heather Hayward towards the set-up costs of the Community Café. Grants totalling £620.00

Caretaker Team Update

The Parish Caretakers have been busy working around the Parish their roles have included:

- Opening and closing of the pavilion and we have received some great feedback from a pavilion hirer who said: "Dave and Matt are great people with caring attitude and made my life seriously easy while I was using Kingsnorth Pavilion. Please kindly pass my special thanks to them."
- Grass Cutting around the Parish
- Cutting of Ashford Town Cricket Club Pitch – Income Generated £100.00
- Collection of woodchipper for use by Caretaker Team to save on wood / tree waste.
- Removal of disabled Clerk Sign from KRC car park.
- Tidy of KRC Carpark.
- Started online training courses.
- Servicing of caretaker equipment.

A Review of the work programme for the Caretaker Team is currently underway.

First Aid Course Attendance

Peter Le Rossignol, Marie Russell and two Community Café volunteers attended an emergency first aid at work course in Sittingbourne. This course was funded by the Kent Chamber of Commerce. Three more café volunteers will be attending a course in October also funded through this programme.

Kent Clerks Conference

I attended the Kent Clerks Conference which was a good opportunity learn from other Clerks and Parishes across Kent. I attended the Clerk in Action Workshop in the morning and the conference in the afternoon that covered. Communication and Social Media, Grant Funding and a talk from Kent Fire Brigade.

Application for a Premises License – Bridgefield Mini Market

I attended the hearing for the application for the premises licence of Bridgefield Mini Market. Following statements from the applicant and a member of the public it was approved with conditions to close at 9pm instead of 10.30pm.

Tree Pruning Course Booked

A one-day training course for our caretakers have been booked at Brogdale so that they can support the maintenance of the Community Orchard.

Attended Community Picnic

I attended a community picnic organised by Kingsnorth Church on Friday 13th September which was attended by local families and used the Pavilion and Playing Field.

Meeting with Surveyor re Sports Pavilion

The Parish Chairman, Caretaker and I attended a meeting with a Surveyor re the Sports Pavilion Structural damage. He reported that he felt the issues were due to the proximity of several large trees that is causing movement of the structure. He will be sending a report through to us, but he advised that we look to remove all large trees within 30metres of the sports pavilion.

Attended South of Ashford Garden Community Workshop

On Monday 30th September I attended an afternoon workshop around the South of Ashford Garden Community and how it effects the Parish. I sat on the community table to discuss required facilities including health provision within the Parish.

New Accounting Software Demonstration

On Monday 30th September I received a demonstration of the Scribe accounting software which is designed for Parish Councils. This software will be a massive help to the Parish when budgeting and reporting on finances each month. More information on the price of the software will be provided to all Parish Councillors at the meeting on Tuesday 8th October.

Community Engagement Facebook Update

During the past 28 days our Facebook posts have reached 6091 people, engaged with 3668 and had 29 new post likes.

b. Councillors Reports.

The Chairman reported various meetings as follows:

17th Sept attended the Chilmington Stakeholders meeting.

Main point was that the CMO is now up and running being registered as a charity. They have had their first property with the deed agreement attached; the office is expected to be ready for occupation in November. There was much discussion about how the Stakeholders meeting at Homelands on 30th Sept should be run.

I will attend the South of Ashford Garden Community meeting on 30th Sept.

1st Oct I have a meeting booked with Len Myatt Cultural Services to pursue our idea of taking over the stewardship of the two fields next to the recreation field as requested at our last parish meeting.

7th Oct meeting of the Bean Trust Charity

Safe crossing for children who attend John Wesley School. Cllr Aline Hicks suggested a letter be drafted and sent to Mr Mike Angel (KCC). **Action** – Cllr Aline Hicks to draft letter to KCC.

Attended a meeting with Len Myatt to pursue the PC ideas on taking over the stewardship of the two fields in the centre of the Kingsnorth Green area. Len Myatt requested a formal letter from Kingsnorth Parish Council to Ashford Borough Council. Cllr Bryan Curtis raised a question on cost implications to the Parish Council.

Cllr James Ransley suggested it should be costed in the same way as Kestrel Park.

Cllr Jim Wedgbury commented that he doesn't feel the Parish Council should take on stewardship of the two fields.

Cllr Neil Shorter asked to comment on the stewardship of the fields;

- Obligations and expectation of taking stewardship of the fields
- Mike Ciccone has a stewardship agreement with Natural England, not just ABC
- Monies that were forthcoming from Natural England funding route are not there anymore.

Action – Cllr Aline Hicks to speak with Mike Ciccone, Len Myatt and obtain information from Natural England.

c. Parish Council Committee Reports.

To receive update reports from Parish Council Committees and Groups.

Open Spaces Committee

Cllr Aline Hicks provided an update.

- Letter from Aspire confirming the maintenance fees for Kestrel Park would be approx. £7,571 per occasion. The Parish Councils point of view that it would be too expensive was justified.
- Cllr Aline Hicks and the Parish Manager met with a surveyor to look at the cracks in the Kingsnorth Sports Pavilion and the surveyor provided 3 options;
 - Underpin it inside and out.
 - Knock the building down and start again.
 - Taking trees out which had been planted too close to the building.
- Parish manager met with Phil Cook (Tree Officer at ABC) who confirmed that the trees in question are on our land so therefore our responsibility and that if it was an ABC building, he would remove the trees.
- Quote from a tree surgeon £2950 +VAT to remove the 18 trees.

Cllr Bryan Curtis asked if it was possible for the Parish Council to consider replacing the 18 trees somewhere else within the Parish. Cllr Aline Hicks suggested this be included on the November Parish Meeting Agenda.

Cllr Aline Hicks proposed that Parish Members agree to the Parish Manager proceeding with the tagging and removal of the trees subject to three quotes being received. All Parish members agreed by show of hands.

Staffing Committee

The staffing committee held a meeting where it was agreed that all employees will receive the following leave over Christmas when the parish office will be shut;

Last working day 24th December

CLOSED 25th December

CLOSED 26th December

CLOSED FRIDAY 27th DECEMBER GRANTED BY STAFFING COMMITTEE

CLOSED MONDAY 30th DECEMBER GRANTED BY STAFFING COMMITTEE

CLOSED TUESDAY 31st DECEMBER GRANTED BY STAFFING COMMITTEE

CLOSED WEDNESDAY 1st JANUARY

Working THURSDAY 2nd JANUARY

Working FRIDAY 3rd JANUARY

The Parish Council Manager will be on call via his mobile phone as well as the Parish Caretaker.

Communications Committee

- Website is due to launch at the end of October/beginning November.
- New **.gov.uk** email addresses have been set up for all Parish Councillors and Members of Staff.

The Parish Manager asked that all Parish Councillors use their new emails and stop using their private ones.

Finance Committee

Nothing to report at present.

Community Café Committee

- Kingsnorth Parish Community Café re-opened on Monday 16th September.
- Open 3 days per week Monday 12.30 – 16.00, Wednesday 09.00 -16.00, Thursday 12.30 – 16.00.
- Takings from the café (up to the end of September) totalled £1268.88 which included two charity events.
- Expenses up to the end of September totalled £685.01.
- Very successful Macmillan Coffee Event on 27th September which raised £585.00.
- The Parish Manager thanked Cllr Matthew Bridger, Cllr Bryan Curtis, Cllr Patricia Moss, Cllr Stuart Moss, Cllr James Ransley, Cllr Jim Wedgbury for attending and supporting the Macmillan Coffee Event.
- Cllr Bryan Curtis thanked the Parish Manager, Assistant Parish Clerk (Admin) and all the volunteers involved for their hard work in the planning and running of the Macmillan event.
- Cllr Bryan Curtis also extended thanks to Mr Trevor Measday and Mr Len Bunn for setting up the Café in the beginning.
- A meeting will be held on 17th October with Mr Measday, Reverend Caroline Mansley, Cllr Bryan Curtis and the Parish Manager to discuss previous café funds being distributed to local charities.

8. Reports from External Parties (Sent Prior to Meeting):

Reports that were submitted prior to the meeting were circulated to all members of the Parish Council.

a. KCC Councillors Report

No report received.

b. Ashford Borough Councillors Report

Borough Councillor Heather Hayward submitted her report to the Parish Manager which was included and circulated with the agenda to all members of the Parish Council prior to the meeting and Cllr Hayward also presented it to all attendees at the meeting.

Cllr Heather Hayward

Brisley Farm extension - Parcel R

- Tried to 'call in' application ref 19/01032/AS for "Parcel R". ABC Planning has advised that this can only be done by Jessamy Blanford of Weald Central ward.

- Main areas of concern being: 9 properties being built in the flood zone; Internal drainage board objections; Unclear foul water plans and Insufficient Parking to name but a few.
- Despite a planning decision not being given the developer has started moving large volumes of earth with spoils being placed close to the 38m contour. Access to resident's drainage ditches (which form part of their property deeds) has been blocked by BDW meaning that they have been unable to carry out their pre-winter maintenance on them. Due to this Cllr Hayward is seriously concerned that her ward residents in Haywain Close are at risk of flooding and has raised these urgent concerns with ABC.
- Any assistance that KPC can give on this issue would be gratefully appreciated.

Chart Road Speed Limit

- Cllr Hayward has taken up this subject with KCC.
- This section of road is a national speed limit, despite the housing developments which have been built around it and no pavement provided for pedestrians. The 60mph speed limit is historical, as originally this was a rural road.
- With Mike Angell's support, Cllr Hayward spoke to KCC who advise that as no accidents have occurred, they won't prioritise a speed limit reduction here.
- Cllr Hayward is now looking to set up a petition on the KCC website requesting the limit here is reviewed before an accident occurs rather than after.

Bin Stickers

- Pleased to report that the bin speed stickers have arrived and have been distributed to residents in Britannia Lane, Coulter Road, Constantine Road, and Claudius Grove.

Cllr Neil Shorter

- Washford Farm crossing to John Wesley School. Discussed around 10 years ago, a pedestrian crossing was requested but was judged by KCC Highways as unnecessary.
- Vans routinely parked opposite Washford Farm Road, Cllr Shorter has brought this to the attention of the enforcement officers but unfortunately where they park is not yellow lined.
- Southern Water update;
 - Southern Water now have a substantive plan in place for the foul drainage predominately from Chilmington which comes into Stubbs cross before running into the main treatment works.
 - Completion date is circa April 2021.
 - with the rate of developments being projected will not hit the 500 houses which the current system with the enhancements which have been put in for the temporary system from Chilmington, it will not hit that upper limit.
- Movement of the Kingsnorth Sports Pavilion – Cllr Shorter asks why the Parish Council wouldn't install a root barrier?
- War Memorial on Village Green – residents are looking to raise funds to create a war memorial. Cllr Shorter has asked residents to liaise with the Parish Council and in principle has said that he will give up to £500 of his ward budget.
- Parcel R (Brisley) – Cllr Shorter contacted Karen Dunn and requested a phone call with her to ask for walk around of the boundary. Once a date is scheduled Cllr Shorter will let the Parish Council know.

Cllr Aline Hicks asked Borough Councillor Neil Shorter to put his report in writing to the Parish Council. Cllr Neil Shorter agreed.

Cllr Jim Wedgbury

- Operation Brock commences on 19th October.
- Opening of junction 10a slip road

c. PCSO Reports

PCSO Reports were submitted from PCSO's Anne Martin and Matthew Morgan prior to the meeting and circulated to all members of the Parish Council. PCSO's full monthly reports can be found on the Kingsnorth Parish Council Website.

- PCSO Anne Martin introduced herself as the local PCSO covering Park Farm, Knights Park, Washford Farm, Finberry, Bridgefield, part of Sevington and Mercham.
- For the area of Kingsnorth crime is very low.
- Problems over the Summer with anti-social Behaviour particularly Kestrel Park.
- A Camera will be installed in Kestrel Park.
- Noisy bike / exhausts, police operations have been taking place.
- Cllr Bryan Curtis asked about anti-social behaviour. PCSO Anne Martin responded that anti-social behaviour numbers now are slightly lower but states this is due to the seasons changing.
- Cllr Bryan Curtis asks PCSO Anne Martin to explain the term "dealt with robustly" (term used in PCSO Anne Martin's full monthly report which can be found on the Kingsnorth Parish Council website). Anne Martin responded that this meant that it's not just a telling off it's an official warning or ticket issued.
- Cllr Bryan Curtis raised that police don't seem to report back with an update when CCTV footage is used. PCSO responded that unfortunately the Police / PCSO's just don't have the time or resources to report back to everyone who report crimes, but they do their best when they can. Residents can call 101 for updates if they have a crime reference number.

- Cllr Neil Shorter asked if the two electric bike that himself and Cllr Brad Bradford funded were being used. PCSO Anne Martin confirmed these are in use especially by the Tasking Team.
- Cllr Patricia Moss spoke regarding Neighbourhood Watch updates which she is happy to circulate to anyone who is interested.

Cllr James Ransley asked if the PCSO and Community Warden reports can be taken earlier in the agenda so that they can get straight out to do their jobs. All agreed.

9. Financial Matters.

a. Finance Report

Christine Drury presented the Financial Statement which was also circulated prior to the meeting

Financial statement to 8.10.19

<u>September Income</u>	£	p
iZettler -test		0.98
PFR - pav	342.50	
KRCT-maint	200.00	
KRCT- maint	200.00	
SOL-pav hire	36.00	
Café petty cash held	267.51	
Café cash	90.29	
Café-card receipt	5.79	
Café-card receipt	1.72	
Café-PO receipt	307.50	
Café card receipt	16.37	
Café card receipt	11.49	
Café PO receipt	215.00	
Café card receipt	12.58	
Café PO receipt	585.00	
NW int 47793368	1.41	
NW int 47793120	20.46	
Metro Bank int	16.16	
ABC-precept & grants	126084.50	
Total to 30.9.19	128415.26	
<u>Balances as at 30.9.19</u>		
Balance at Metro current account	13113.43	
Balance at Metro reserve account	65542.44	
Balance at NatWest Direct Reserve a/c	8331.29	
Balance at NatWest SIBA Account	238212.56	
NatWest current account	100.00	
Petty Cash	129.40	
Metro Bank credit card	0.00	
KPC Cash Balance	325429.12	
<u>Bank Reconciliation as at 30.9.19</u>		
Opening Balance from 31.8.19	211628.28	
Plus income during September	128415.26	
Less expenditure during September	14614.42	
Subtotal	325429.12	
Less expenditure during Oct	5972.45	
Plus income during Oct	544.33	
Balance as at 8.10.19	320001.00	

Invoices Received & Payments due in September from last meeting date

Ref	Net	VAT	Total
	£ p	£ p	£ p

Milk for office	PC	0.80		0.80
Lister Wilder maint	BACS	8.93	1.79	10.72
HMRC - tax & NI	BACS	2735.77		2735.77
Amazon Ligo-phone handset	MDC	20.82	4.17	24.99
Landsell-café supplies	PC	33.15		33.15
Landsell-café supplies	CPC	260.16		260.16
Staff-café supplies	CPC	6.37		6.37
Amazon -café aprons	MDC	23.92		23.9
ICO-data reg	DD	35.00		35.00
Tesco café cleaning & cloths	MDC	11.43		11.43
Tesco bottle brush	MDC	3.00		3.0
Brogdale pruning training	MDC	116.00		116.00
Fuel Genie-van fuel	MDD	102.79	20.55	123.34
MacFarlane Packaging- recycle bin	MDD	19.51	1.80	21.31
Whisper Media-website	MDC	59.28		59.28
Whisper Media-website	MDC	9.12		9.12
Amazon 10.69 café	MDC	10.69		10.69
Crown Gas n Power-pav gas	MDD	0.78		0.78
Castle Water -pav	DD	171.20		171.20
KRCT - office rent	BACS	250.00		250.00
Tesco café supplies	MDC	10.50		10.50
Tesco café supplies	MDC	16.50		16.50
Case Hut - Phone cases	MDC	19.81		19.81
Bradleys-café supplies	MDC	96.52		96.52
Amazon café display stands	MDC	8.90		8.90
Amazon café cash bags	MDC	11.99		11.99
Amazon-vac w/shop	MDC	154.00		154.00
Tesco-café supplies	MDC	7.47		7.47
ABC-w/shop rates	SO	109.00		109.00
British Gas - pav service	DD	30.58		30.58
BIFFA-waste	DD	153.50		153.50
Tesco-café supplies	MDC	5.90		5.90
Tesco-café supplies	MDC	6.75		6.75
Amazon café bunting	MDC	6.99		6.99
Amazon café sweet bags	MDC	7.98		7.98
Amazon café balloons	MDC	8.79		8.79
Woodchipper	PC	200.00		200.00
Crown Gas n Power-pav gas	MDD	0.78		0.78
Tesco-café supplies	MDC	9.29		9.29
Amazon LUXLUX £12.95	MDC	12.95		12.95
Amazon LUXLUX £47.49	MDC	47.49		47.49
Amazon LUXLUX £47.49 refund	MDC	-47.49		-47.49
Bradleys-café supplies £74.32	MDD	74.32		74.32
Trade UK-maint phonebox	BACS	105.31	21.07	126.38
ASL - printer	BACS	74.14	14.83	88.97
Employee - salary	BACS	701.11		701.11
Employee - salary	BACS	1599.64		1599.64
Employee-salary	BACS	123.16		123.16
Employee- salary	BACS	2103.34		2103.34
Employee-salary	BACS	1046.64		1046.64
Employee-salary	BACS	1406.34		1406.34

Landsell-café supplies £68.25	MDC	68.25		68.25
hsdonline-baby change unit pav	MDC	113.99		113.99
Tesco-café supplies	MDC	5.28		5.28
Currys-Lenovo tablet	MDC	59.98		59.98
Tesco-café supplies	MDC	10.45		10.45
Tesco - café supplies	MDC	16.80		16.80
PKF Littlejohn-audit	BACS	600.00	120.00	720.00
NatWest Bank chgs	DD	10.00		10.00

12875.67	184.21	13059.88
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Income in October

ABC-HH grant training				120.00
Café card receipt				22.16
Ashford Cricket Club				100.00
Café card receipt				21.08
Café PO receipt				263.50
Café card receipt				17.59

544.33

Expenditure in October

Asda	MDC	17.75		17.75
Nest-pension	MDD	442.78		442.78
Accounts Unlocked-payroll	MDD	30.00	6.00	36.00
Tesco-café supplies	MDD	14.66		14.66
Zurich Ins-cafe	BACS	62.49		62.49
Mainstream Training-1st aid train	MDD	85.00		85.00
Employee- chain sharpener Lidl	BACS	16.66	3.33	19.99
Employee-vice,glue,vac bags	BACS	59.36		59.36
KRCT office rent	BACS	250.00		250.00
Zurich ann ins	BACS	3209.93		3209.93
Cannon Hygiene-sani unit pav	BACS	3.12		3.12
EPS Design-pav structural	BACS	780.00		780.00
Vending Services-Coffe m/c(grant)	BACS	354.00		354.00
Van & Car w/shop lease	SO	398.00		398.00
BT telephone	MDD	199.48	39.89	239.37

5923.23	49.22	5972.45
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Budget Report for 2019/2020

<u>Income to 8.10.19</u>	Budget 2019/20	YTD	Variance
Precept	247500	247500	0
Grants	4669	4669	0
Interest	200	239	-39
Café	0	1958	-1958
Pavilion	1000	2620	-1620
MUGA	2500	1510	990
Maint	0	500	-500
Other Bridleway KCC/Kestrel Park	5100	10000	-4900
Sub Total	260969	268996	-8027
VAT reclaim	0	2286	-2286
Total	260969	271282	-10313
<u>Expenditure to 8.10.19</u>			

Salaries	128000	53143	74857
Section 137	3500	1000	2500
Communications	1000	490	510
General Admin	25000	10200	14800
Subscriptions	1500	1648	-148
Travel	200	14	186
Capital/Asset	21000	1795	19205
Parish Office	3000	1750	1250
Maint & Repair - Other	3000	1543	1457
Maint & Repair - PI/Field	6000	1530	4470
Pavilion	14000	3737	10263
MUGA	100	39	61
Maintenance Team	17000	5030	11970
Kingsnorth Conservation Area	5000	0	5000
Kingsnorth Facility Upgrade(incl f/path)	18000	14735	3265
Contingency/KRCT support	10000	19	9981
Café	0	1466	-1466
Sub Total	256300	98139	158161
Reclaimable VAT	0	3457	-3457
Total	256300	101596	154704

Admin
Access & Open Spaces
Staffing

The Finance Statement was accepted by all members of the Parish Council.

b. Agree purchase of Scribe Accounting Software.

Cllr Bryan Curtis stated that as per the Standing Orders, three quotes should be obtained before the Parish Council can decide. The Parish Council agreed in principle the purchase of accounting software subject to the three quotes being obtained – All agreed.

c. Agree request from Kingsnorth Recreation Centre Trustees for CCTV cover.

Cllr Stuart Moss (also Chair of the Kingsnorth Recreation Centre Trustees) asked the Parish Council to pay the CCTV cover invoice of £2340.00 from Metroline for the CCTV cover at the Kingsnorth Recreation Centre. There aren't sufficient funds in the Recreation Centre Trustees budget to pay this invoice.

Cllr Stuart Moss is asked to leave the meeting at 20.25 whilst the Parish Council discuss his request and re-entered at 20.35 after the discussion.

Cllr Aline Hicks requested that Cllr Stuart Moss provides the Parish Council a copy of the Metroline Maintenance Service Agreement for their review before a decision could be made as to whether the Parish Council will pay the invoice.

Cllr Stuart Moss commented that he will take the issue up with Ashford Borough Council.

d. Outcome of Annual Audit.

External auditor has approved accounts with one procedural exception. "The smaller authority has disclosed that it carried out risk assessment and took appropriate steps to manage those risks during the year 2018/19, by answering 'Yes' to Section 1, Assertion 5. However, we are aware that it failed to do this and therefore should have answered 'No' to this assertion." The Parish Manager is currently updating the Risk Assessment and Parish Council resolves to review Risk Assessment annually in the future.

10. Planning Matters.

Cllr James Ransley and the Parish Clerk (Admin) circulated planning summaries and the suggested comments report to all Parish Council Members prior to the meeting.

a. To consider all Planning Applications received.

Cllr James Ransley presented the Planning Applications and his suggested comments.

Application Number: 18/00652/AS Land South of Park Farm East (Bridgefield Extension)

Cllr James Ransley highlighted this application to members. It has gone to planning committee already and been determined. There have since been many new plans submitted, which I have only recently noticed. Members may be concerned that given the extent of the new documents it would seem to be a potential overreach of the delegation of powers for ABC planning officers to be determining this without it going back to planning committee.

Application Number: 19/01276/AS 48 Acorn Close

Kingsnorth Parish Council Comments;

The Parish Council objects to this application. The land in question is public amenity land which is privately owned but maintained for the benefit of the community. The development was deliberately structured in this way and the Parish Council will object to any erosion of these principles on estates within the Parish. New location of the boundary causes harm to the open nature of the estate and brings built form hard up to the boundary of the footpath. This is not consistent with the built form in the locality. From an ecology perspective we object to the fragmentation of the movement corridor to the west side of the bridleway. The tree corridor along the A2070 and Railway is known to have a population of Dormice who, themselves and their habitat, benefit from protections under the law as a European protected species. The loss of habitat, which we accept is small here, results in a fragmentation of the wider movement corridor at a point where it is already narrow, with dormice being extremely reluctant to move at ground level in the open. Were this fence erected we would highlight that it is good practice to have a gap at the bottom of the fence or a 5-inch hole at regular intervals for hedgehogs etc. Fences like this are widely acknowledged to be significantly contributing to population decline.

Application Number: 19/01340/AS 5 Ploughmans Way

Kingsnorth Parish Council Comments;

The Parish Council would request that an informative is added regarding appropriate hours for noisy construction activity.

Application Number: 19/01270/AS 6 Claudius Grove

Kingsnorth Parish Council Comments;

The Parish Council would request that an informative is added regarding appropriate hours for noisy construction activity.

Application Number: 19/01358/AS 2 Sticketts Cottages

Kingsnorth Parish Council Comments;

The Parish Council is supportive of a contemporary approach but the often simple form of such designs tends to mean that additional emphasis should be placed on material choice and the details of the scheme. Here we note the reference is to timber cladding, but this is a very broad term and gives no indication of colour. We would like to see the details of the cladding secured by condition. Given the building design we anticipate that this is going to be allowed to silver naturally or is potentially a charred black shou-sugi-ban finish. The proposed building is in contrast to the existing host dwelling and therefore we do not think it is necessary or appropriate for the windows to be white UPVC windows as indicated by the drawings. The window details should be secured by condition. There appears to be no indication of the material used on the roof, a green roof would be preferred but we appreciate the cost implications may preclude it. The Parish Council would request that an informative is added regarding appropriate hours for noisy construction activity.

Application Number: 19/01355/AS 13 Saw Lodge Field, Kingsnorth

Kingsnorth Parish Council Comments;

Kingsnorth Parish Council are objecting due to over development of the site. (Cllr Aline Hicks suggested the response to this application due to Cllr James Ransley making a voluntary declaration).

Application Number: 19/00709/AS Land at Junction of Romney Marsh Road and North of Norman Road (Quinn – East Stour Park)

Kingsnorth Parish Council Comments;

We note the amended plans, but the comments made in our previous response remain unchanged and valid for the amended plans.

b. To note decisions.

The planning application comments were decided and agreed by all members of the Parish Council.

c. To consider any Appeals and Enforcement Matters

None

d. Any other planning matters

Other Planning Matters – Presented by Cllr James Ransley.

- The Chair has written to Tim Naylor regarding the issue of loss of amenity space to gardens within estates. Therefore, I haven't drafted a letter to bring to the October PC.
- 19/00871/AS, 61 Bryony Drive has been called into planning committee as the officer was proposing refusal. Given the planning permission granted at 60 Bryony Drive and that the applicant amended the plans to accommodate the officer's concerns, it seems unjust and does not represent consistent decision making.
- I have been looking at how we might apply more pressure on any developers in or around the Parish to seek appropriate consents before carrying out works. Many of the options require a lead to be taken by the Local Authority, so our options are limited. The below is a potentially provocative step and therefore I haven't asked the Parish Manager to add it to the October agenda. I would, at the October PC, like to seek members consent to add the below to the November agenda;

'To consider requesting a meeting with the 'River Stour (Kent) Internal Drainage Board' to discuss the scope for the application of the 'Proceeds of Crime Act 2002' to any breaches of IDB Byelaws and/or 'The Land Drainage Act 1991', particularly such breaches as may occur within catchments draining into/through Kingsnorth Parish.'

Many planning breaches or drainage breaches attract relatively small fines, potentially so small that it could be considered a valid business strategy to ignore them. The Proceeds of Crime Act was originally largely used for drug related organised crime to confiscate the value accumulated as a result to crime. Some proactive authorities have adapted it to planning cases because it results in much greater financial implications to those who choose to breach. Even the prospect of the Parish Council discussing how we might use, or encourage the use of, the Proceeds of Crime Act is therefore a strong signal that the PC takes this very seriously and may result in some degree of change in behaviour.

Cllr Ransley would be happy to put together a summary sheet to accompany the agenda item, if members chose to put this on the November agenda.

Cllr Aline Hicks suggested that Cllr Ransley speaks with the Flood Risk Manager at KCC and invite him to come along to speak with the Parish Council.

Cllr Jim Wedgbury suggested that a letter be drafted to the leader at Ashford Borough Council on behalf of the Parish Council.

Action – Cllr James Ransley to draft a letter to the Leader at ABC by the next PC meeting to be held on 12th November.

- Pre-planning application for a Mast at Chilmington.
- Alfred House – Cllr Aline Hicks received a letter regarding the signage outside of Alfred House, Cllr Aline Hicks suggested the Parish Council write to the enforcement department at Ashford Borough Council to check that the sign conforms to planning regulations – All Agreed.

Action – Cllr Aline Hicks to write to ABC re signage outside Alfred House.

11. Local Council Survey

Action – Parish Manager to complete the Local Council Survey on behalf of the Parish Councillors. All agreed.

12. Upkeep of Street Signs in the Parish

Cllr Jim Wedgbury commented on the state of street signs across the Parish. Some need to be replaced. Cllr Ben Townend suggested asking residents on social media to report any damaged road signs within the Parish – All agreed.

Action – Parish Manager to research which signs in the Parish need replacing using social media to ask residents to report their road signs.

13. Items to be placed on next agenda

Replacing the trees which need to be taken down around the Kingsnorth Sports Pavilion and planting them elsewhere within the Parish.

The meeting was closed to the general public at 9.10pm and moved into closed session.

The next meeting will be on Tuesday 12th November 2019 at 7:00pm.

Signature: _____

Date: _____