



KINGSNORTH PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 12th November 2013
At 19.00 pm in the Pavilion, Kingsnorth Playing Field

Present: Cllr Moorby (Chairman), Cllr Holland, Cllr Shorter, Cllr Ciccone, Cllr Breese, Cllr Stevens,
Cllr Davis & Cllr Snelling

Three members of the public

In Attendance: Cllr Hicks, Cllr Angell, Len Bunn (Clerk)

1. **Apologies:** Cllr Wedgbury Cllr Luery
2. **Declarations of Interest:**
None declared
3. **Election of Vice Chairman:**
Cllr Breese proposed by Cllr Shorter and seconded by Cllr Moorby. Cllr Holland abstained. Motion carried.
4. **Approve Minutes of 10th October 2013**
Cllr Hicks advised spelling mistake under item 13 Communications. Shown as Hands 10 project should read Hans 10 project.
Accepted. Proposed Cllr Shorter, seconded Cllr Breese. All agreed.
5. **Matters arising from previous Minutes**
 - a) Pavilion & Playing Field Committee now meeting on the 25th November 2013 in the Parish Office at 1930 as previous meeting cancelled - Cllr's Shorter, Snelling, Ciccone & Moorby to attend.
 - b) Steering Group for Buffer Zone - Cllr Moorby suggested that this be set up with Cllr's Shorter, Ciccone, Moorby and Anne Davis, Emma Powell, Kent Wildlife & John Shelton.
 - c) Meeting with Kingsnorth Head Master & Chairman of Governors - Cllr Moorby advised that meeting set up with the Head Master at 0900 14th November 2013 at the school.
6. **Emma Wood to update KPC ALT Recreation Management plans for the future and budget targets**

A full analysis of the 2010/ 2011/ 2012 & 2013 figures presented. 2011 compared to 2012 had proved to be extremely challenging for numerous reasons including the past and present recessions which ALT were trying to address. Although the Gym membership was improving the hall income was very poor and this is reflected in the figures. Overall the revenue figures are improving but staffing costs are higher than anticipated due to the casual labour that was required. Income is improving by 2.4% but there is a 17% negative variance based on the budget.

Various steps are being taken to try to improve this revenue situation and special offers are being offered to the Gym Membership by offering Direct Debit deals to which there has been an excellent response. With the proposed introduction of new projects including a 'Spin Project' it is hoped that the revenue situation will improve but the 'Spin Project' was still under consideration.

At this point, Emma Woods asked the Councillors if they had any questions:

Cllr Holland asked why the 'Spin Project' was still only under consideration when it was first mentioned to his knowledge on the 5th June 2013 and the 18th September 2013.

Cllr Moorby asked what rent was going to be paid for the room where the 'Spin Project' was being considered and suggested a rental of £7,000 would be required based on the rental of the Parish Office. In addition, Cllr Moorby highlighted the fact that if the Lounge was going to be used for this project there was no suitable alternative facility available for Kingsnorth residents. Cllr Moorby highlighted the fact that at present the Lounge was not suitable for the 'Spin Project' and how much was it going to cost to make the necessary refurbishments and also what would the total cost of the equipment be.

Cllr Holland suggested that refreshments were required in a sit down area. Emma Wood advised that this was not possible due to the layout of the Centre.

At this point of the proceedings Cllr Shorter advised that he felt that Emma Wood was being unfairly attacked by the KPC who are Custodial Trustees. Cllr Shorter felt that this was the incorrect way to approach any of the revenue problems and plans for the future and that a further separate meeting should be considered at a future date with the ALT Management.

Cllr Ciccone felt that it was necessary to go back to 'basics' and to remember that the Trustees employ ALT to manage the facility and that it was necessary to find out what revenue is being obtained from the Lounge before the 'Spin Project' could be finally considered.

Cllr Breese & Ciccone asked Emma Wood to advise KPC the present per anum revenue figures for the Lounge when compared with the Hall.

In view of the numerous questions and requirements from KPC, Cllr Moorby suggested that a separate meeting be held where more up to date and detailed financial figures could be produced and discussed.

Cllr Holland felt that the web site for this facility should be updated and Emma Wood indicated that she would look into this matter.

7. Community Warden, PC and PCSO Reports:

Did not attend. Clerk advised that some changes in personnel had taken place and the new members will be introducing themselves at a later meeting. In the meantime, the Clerk suggested a weekly or fortnightly meeting with the PCSO's to obtain updates of any problems in order that these could be passed on to Councillors at the monthly Parish meetings.

8. Open Forum:

Kingsnorth resident for 6 years, David Chalmers, addressed the Parish Council regarding the overgrown shrubbery and vegetation on Park Farm, which has been an ongoing issue. He stated he was aware that the Parish Council had already made the point that the work being carried out by Contractors was not fit for purpose. He advised the meeting that in excess of 200 residents had joined Facebook regarding this matter and that residents are very concerned that their Council Tax has been spent on a Company deemed to be not fit for purpose. Some remedial work has been completed in various locations such as Reed Crescent, Sheepfold Lane and Bluebell Road, to name but a few and some of the work has been carried out satisfactorily such as in Reed Crescent but other work in Bluebell Road and Sheepfold Lane is far from satisfactory and needs to be addressed. Some areas are still untouched such as the main entrance to the estate, where the estate name is hidden by overgrown shrubbery and other areas remain impassable for pedestrians such as in Roman Way. Mr Chalmers produced photographs of Roman Way along with pictures where overgrown shrubbery was now dangerous for drivers and pedestrians in Saddlers Way and Redberry Road, to name just a few.

The main questions for the Parish Council are as follows:

1. Assurances are needed that although Landscape Services appear to have finished on Park Farm, due to the fact they have now moved to Knights Park, before again moving on to other areas, that the Parish Council will ask for the Contractors come back and address their previous supposed work.
2. When the issues have all been addressed and resolved, what are the Councils long term plan for the management of the shrubbery and vegetation on Park Farm.

It is obvious that a long term management plan is required and not just a quick fix in order to make residents of Park Farm proud of where they live, once again.

9. Questions to Councillor or Borough Councillors relevant to Parish-

Cllr Angell indicated that he was very disappointed with the lack of residents attendance at some very important discussions despite being invited.

Last week, the expansion of Furley Park School was discussed and that the school had been granted Academy status last Tuesday along with Hamstreet. Residents have expressed concerns regarding the proposed expansion especially in relation to possible increased traffic movements. Due to this the KCC may make changes to the road design. The expansion has to be completed by 2015, including the additional building.

After a survey of emergency control 999 centres, Ashford is considered to be the best and the Medway unit the worst.

Funds are now in place for the public footpath for Pound Lane up to the bridge this year. The second stage of the project will link Kingsnorth with Discovery Park but law requires consultation. This information is already in the 'public domain'.

Cllr Hicks advised that Morrisons are now considering putting in planning permission for a new Supermarket in Ashford close to Ashford International Station and the Design Centre.

Work will be started at Ashdown Court with the removal of asbestos. The opening of John Lewis was considered to be a great successes and that footfall in the first few days after the official opening had exceeded expectations although parking had on occasions been a problem.

10. Personal Letters & Correspondence since Clerks Notes

The Clerk advised that there was no additional correspondence since the Clerks Notes.

11. Finance

Payments received 1st October 2013 to 31st October 2013

NIL

Total Income Received	£00.00
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Bank Reconciliation as at 31st October 2013

Balance at bank NatWest Current Account	£100.00
Balance at bank NatWest Direct Reserve Account	£134,355.00
Balance at bank NatWest SIBA Account	£13,345.00
NatWest Fixed Rate Bond – 5 Year Account	£16,000.00

KPC Cash Balance	£147,800.00
Fixed Rate Bonds	£16,000.00

Invoices Received & Payments Due In November 2013

		Recoverable		
		Net	VAT	£
BT	NW754	66.27	13.25	79.52
Helpful Hands Cleaning Services Ltd	NW755	146.88	29.37	176.25
Gibbs	NW756	200.00	40.00	240.00
L Cooke	NW757	142.50	0.00	142.50
KCC Supplies	NW758	99.99	20.00	119.99
Geerings	NW759	35.81	7.15	42.96
# 1 Employee	NW760	317.85	0.00	317.85
# 2 Employee	NW761	1481.55	0.00	1481.55
HMRC	NW763	2005.62	0.00	2005.62
KALC	NW764	120.00	24.00	144.00
Cube Concepts	NW765	38.39	0.00	38.39
Swift Security	NW766	248.00	49.60	297.60
KALC	NW767	42.40	0.48	42.88
# 3 Employee	NW768	265.28	0.00	265.28
Southern Electric	D/D	57.78	2.88	60.66
Total		£5,268.32	£186.73	£5,455.05

Coffee / Tea break

Cllr Holland left the meeting at 2115 and Cllr Hicks at 2130

12. Planning

Applications needing a decision at this meeting

13/01095/AS – Tesco Stores - Proposed signage to Click & Collect facility – **No Comment**

13/01096/AS – 16 Haywain Close, Kingsnorth TN23 3QL – Conversion of garage to residential - **No Comment**

13/01140/AS – 15 Brentwood, Kingsnorth TN23 5YH – Proposed single storey side extension & rear extension – **No Comment**

- 13/01152/AS – 4 Southdown Close, Kingsnorth TN25 7AE – Proposed front porch - **Support**
- 13/01153/AS - 5 Southdown Close, Kingsnorth TN25 7AE – Proposed front porch - **Support**
- 13/01185/AS – 8 Dove Close, Kingsnorth TN23 3NU – Conversion and change of use of garage to osteopathic room & infill front porch - **Object. Highway implications/parking for customers**
- 13/01201/AS – TK Banbury Transport, Blindrooms Lane TN26 1HN – Erection of 4 bed detached live/work bungalow – **No Comment**
- 13/01231/AS – 43 Riverside Close, Kingsnorth TN23 3EL – Erection of conservatory (Retrospective) – **Object. Taking light from neighbour**
- 13/01234/AS – 13 Croftwood, Kingsnorth TN23 5JW – Erection of 2 storey side extension – **Object. Taking light from Neighbour. Support Conservatory**

Decided Planning

- 13/01078/AS – 12 Langney Drive, Kingsnorth TN23 5UF Erection of single storey conservatory on rear elevation - **Permit**
- 13/00841/AS – 1 Chapel Row, Kingsnorth TN23 3EE – Erection of 2 storey rear extension - **Permit**
- 13/01006/AS – 21 Hadrian Gardens, Kingsnorth TN23 3PH - Erection of single storey front extension - **Permit**
- 13/00999/AS – 51 Caesar Avenue, Kingsnorth TN23 3PZ – Erection of 2 storey side extension – **Permit**
- 13/00878/AS – 24 Forum Way, Kingsnorth TN23 3RJ – Proposed garage conversion – **Permit**
- 13/01042/AS – 9 Temple Close, Kingsnorth TN23 3PW – Partial conversion of garage to create utility space – **Permit**
- 13/00019/GPDE/AS - 42LangneyDrive,KingsnorthTN235UL–Proposed larger single storey rear kitchen extension - **Permit**

Coffee / Tea Break

Cllr Holland left the meeting at 2115 and Cllr Hicks at 2130

13. Reports

Staffing Meeting 23rd August 2013.

Cllr Breese updated the meeting regarding the Staffing Meeting that was held on the 23rd August 2013 details of which had been forwarded to all Councillors before Cllr Breese went on leave. Following were main points discussed:

1. During the Staffing Meeting it had been proposed to move the public from behind the Councillors to behind the dwarf walls in the Pavilion in order to avoid unauthorised discussions by the Chair between Councillors and the public. This matter was voted on and Councillor Shorter objected. This objection was supported by Cllr Stevens and Holland and all agreed with the exception of the Chair and Vice Chair.
2. Seven working days were proposed for the minutes of Parish Meetings to be completed. The Chair advised that this was being worked on as a target. All agreed.
3. Confirmation of the role of the PFFC to monitor the usage of the Pavilion and also to support the Clerk in generating additional usage and revenue.
4. The Clerk arranged the first meeting of the PFFC but to date this has still not been held and had now been rescheduled.
5. A matrix will be introduced for the Clerk to use in order to evaluate the Parish Councils relationship with various organisations and the time needed to spend on these various organisations.

14. Communications

Web site.

The Clerk advised that the verbal contract with Cube Concept had been terminated due to their lack of progress. No termination fee will be levied.

The Chair stated that the Clerk had had taken decisions regarding the web site without authority and as such, this matter would have to be considered by the Council. The Clerk advised the meeting that emails regarding this matter had been sent to all Councillors and it appeared that Cllrs Holland, Stevens and Shorter had received them but Cllrs Ciccone, Davis, Snelling, Moorby and Breese couldn't recall receiving them.

Notice boards.

The Clerk advised that all notice boards were now in place and standardised and other boards will be considered shortly in new areas, unless Developers can be persuaded to provide them.

15. Community Orchard

The Chair advised that groups within the Community, including the schools had been approached to adopt certain areas of the Orchard and feedback so far has been very positive. This matter will be followed up by the Chair.

16. Kingsnorth Recreation Centre

This item was covered earlier in the meeting by Emma Powell of ALT.

17. Highways & Footpaths

He Chair advised that a KCC Survey form had been circulated to all Councillors for their consideration for their Ward only. Once completed these should be passed to the Clerk to formulate and pass to the relevant authorities on behalf of the Parish.

18. Pavilion and Playing Field & Open Spaces

a) Cllr Shorter apologised for being unable to attend the Playing Field Committee meeting on the 7th October 2013 due to a meeting delay with ABC. A new date has been arranged for November 2013.

b) Cllr Shorter advised the Meeting that he had held as formal meeting with residents regarding the Bridgefield development. The meeting had been very well attended by the residents and a number of points had been raised and would be acted upon. One major concern of residents was that they would be 'forgotten' as had happened in the past but Cllr Shorter had advised them that this would not be the case.

c) Chilmington Green & Discovery Park

It was reported that the CPRE map was incorrect

A question was asked as to whether the Parish Council would consider managing the natural area.

Cllr Shorter gave a brief presentation to the meeting regarding the Parish Council upkeep of the play areas. Cllr Shorter also asked if the Parish Council would consider in principal that the boundary be moved from Great Chart to Kingsnorth Parish Council. He advised that Great Chart had no objection and this was supported by Sally Anne Logan and Emma Powell.

d) The Chair advised that a Christmas tree for the Village Green had still not been sourced and that electrics for the tree had still not been installed. It had been requested that this supply be provided from the 30mph illuminated sign but this had not been done.

19. Precepts lists and dates for meetings

ABC need to have all figures by the end of January.

A pre precept meeting will be held in the Parish Office at 1930 on the 18th November 2013.

20. Champions List

The Chair asked yet again for Councillors to consider this list and advise the Chair as to which items they would be able to complete in order for the list to be finalised.

21. Items for next Agenda

Report from the Pavilion and Playing Field Committee's first meeting.

5 year rolling plan.

Proposal for KPC to ABC to possibly consider KPC taking over the role of maintenance of footpaths and verges.

22. Closed Meeting

At this point of the meeting it was proposed to exclude members of the public proposed by the Vice Chair and seconded by Cllr Shorter All agreed. Once the public had vacated the building this item was discussed with only Parish Councillors and the Parish Clerk being in attendance.

The Chair advised that all Councillors appeared to have been sent correspondence from Cllr Holland regarding some of his grievances, however, it was unclear as to what actions Cllr Holland was expecting. The Clerk was unable to offer any guidance whatsoever as he had not received this correspondence. With all points having been taken into consideration the Clerk was asked to correspond with Cllr Holland confirming receipt of this letter and to ask whether this was just a correspondence statement and to clarify what actions Cllr Holland was expecting from the Parish Council.

There being no further business to discuss, the Chair thanked everyone for attending and the meeting closed at 2255.

The next main Parish Council meeting Tuesday 10th December 2013 at 1900.