



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 13th April 2021.

Conference Call Via Zoom (Due to Coronavirus Government Guidelines) 7.00pm

Present: Cllr Shelley Barber, Cllr Matthew Bridger, Cllr Geoff Cosgrove, Cllr Kumar Gaurav, Cllr Aline Hicks, Cllr Stuart Moss, Cllr James Ransley (Chair), Cllr Benjamin Townend (Vice Chair), Cllr Jim Wedgbury.

Also, present: Christine Drury (Assistant Clerk – Finance), Peter Le Rossignol (Parish Manager), PCSO Anne Martin, Matt O'Neill (Grounds and Maintenance Supervisor), Marie Russell (Assistant Clerk – Admin), Borough Councillor Neil Shorter, 3 members of the public observed the meeting.

1. Apologies.

Kent County Councillor Mike Angell, Borough Councillor Heather Hayward, Borough Councillor Trish Cornish, Cllr P Moss.

Councillors and members of the public observed a minute's silence in remembrance of His Royal Highness Prince Philip.

2. Declarations of Interest.

Cllr Bridger is the Director of the company providing the webhosting and email for the Parish Council and is also associated with the applicant (as a Trustee on a charity) for the grant application to be discussed during this meeting. Cllr Bridger sought legal advice and confirmed he can comment on the application but not vote.

Cllr Hicks is a Trustee of Kingsnorth Village Hall.

Cllr S Moss is Chairman of the Kingsnorth Recreation Centre Trustees.

Public Comments and Observations

The meeting will be adjourned to allow members of the public to speak. Speakers will be given a maximum of three minutes each to raise issues with the Parish Council.

No requests were received.

Verbal reports from external parties.

External parties may provide updates which are likely to be of interest to the residents of the Parish and Parish Councillors.

a. PCSO's Report

PCSO Anne Martin's full report was circulated to all Kingsnorth Parish Council Councillors prior to the meeting.

PCSO Anne Martin reported on the following:

- Cloverleaf update, Police are dealing with any COVID breaches and dangerous driving or parking. Local Authorities are doing what they can.
- Campaign on E-Scooters running this week.
- Reported that a knife bin will be installed in the Stanhope area and confirmed that there are knife bins located in the Park Mall and Dover Place.

Cllr Ransley thanked PCSO Anne Martin for taking the time to join the meeting.

b. Ashford Borough Councillors' Reports

Cllr Wedgbury reported on the following:

- Appeals decision on a planning application on Park Farm, Cllr Wedgbury noted his disappointment with the inspector's decision to approve the application which had been refused at planning committee.
- The Shard planning application.

Cllr Shorter reported on the following:

- Cllr Shorter congratulated the Police Service (PCSO's and Police Officers) on catching two youths using catapults and taking appropriate action.

- Cloverleaf - local authorities are investigating the appropriate use of the land, use of the roundabout and parking on the roundabout is with Highways England.

Cllr Ransley commented that he had received a statement from Cllr Cornish which he will read under item 8 c on the main agenda.

KCC Councillors' Reports

None

3. Approval of Minutes of Tuesday 9th March 2021.

To approve the minutes of the previous meeting and if in order sign as a true record.

Cllr Ransley proposed that the public minutes be signed as a true record.

Cllr Hicks asked for an amendment to be made to page 2736:

'All members of the public, Ashford Borough Councillors, Kent County Councillor, and members of staff (excluding the Parish Manager) left the meeting.'

Proposed Amendment

'All members of the public, Ashford Borough Councillors, Kent County Councillor, **Cllr Hicks (as Trustee of the Village Hall)** and members of staff (excluding the Parish Manager) left the meeting.'

PROPOSED BY CLLR HICKS

SECONDED BY CLLR RANSLEY

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

4. Parish Community Grant Applications.

This item will be moved to later in the agenda as the applicant will be joining the meeting late due to unforeseen circumstances.

5. Parish Action Sheet.

- To review progress with items on the action sheet.**
- To assign individuals or groups of individuals for development / progressing items.**
- To authorise any actions (such action will only include expenditure (up to £500) where within a budget, otherwise the action should be a main agenda item for decision).**

The action sheet had been circulated to all Councillors prior to the meeting.

- Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre – Awaiting a response from ABC. Legal team are busy. Action carried forward.
- Arrange a planning discussion with ABC to discuss CCTV at Bridgefield Park and Kestrel Park, replacement of Parish noticeboards, bus stops in Kingsnorth Village Ward and toilets at the Moat - Cllr Ransley reported that a meeting was scheduled but then cancelled by ABC. Cllr Ransley will try to rearrange. Action carried forward.
- Bridgefield & Park Farm Moat Snakes becoming a permanent memorial for people who have died from Coronavirus – This action will be discussed as part of the main agenda under item 5.d.
- Angling Society/Park Farm Moat – Ashford Borough Council has commissioned an initial drainage assessment to see if there was a leak in the Moat, this assessment has raised the need for further assessments, awaiting more details to report back. Cllr Ransley is hoping for another meeting with ABC soon to discuss the Moat. Action carried forward.
- Kingsnorth Village Hall – This action was previously discussed in a closed session and Cllr Ransley confirmed that an update will also be discussed in a closed session after the main meeting is closed to members of the public, Ashford Borough Councillors, KCC Councillor, Cllr Hicks (as Trustee of the Village Hall) and Parish Office staff, excluding the Parish Manager.
- Future of the Conservation Fields. A meeting was held on 12th April with members of the public that had expressed an interest following on from the precept letter. In future this will be advertised on the Kingsnorth Parish Council Facebook.
- Mowing regime for KCC maintained verges and wildlife – Cllr Ransley has contacted the Bumblebee Conservation Trust to ask for their recommendations. Cllr Ransley will research this more and report back at next meeting. Action carried forward.
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget – Parish Manager and Cllr Ransley met with a representative from Persimmon who has confirmed that he is happy to recommend to his superior that the Parish Council can provide a path through that piece of land. Action carried forward.

- Publishing of Parish Council recordings on YouTube – This action will be discussed as part of the main agenda under item 6.a.
- Purchase of a Flagpole to be placed within the Parish, suggest by Cllr Mike Angell (KCC). This action will be discussed as part of the main Agenda under item 5.e.
- Litter picking on highways – the Parish Council will work on this with KCC and Highways England to try and get a commitment from them to litter pick their roads or suggest a solution so that the Parish Council can litter pick them safely due to road speeds of over 40mph.
- Parish E-Newsletter content and review – in the Parish Council precept letter there was an email address so that residents could request to be added to the newsletter list. Cllr Ransley asked if any Councillor's would be willing to assist in producing the newsletters, to agree on format and content. Cllr Bridger, Cllr S Moss, Cllr Wedgbury, and Cllr Hicks volunteered to contribute.
- Community Sunflower Competition – Cllr Hicks suggested that the competition be open to all Children within the Parish. Cllr Shorter commented that he fully endorsed the event but suggested opening the event to adults as well as children. Cllr Shorter also added that grants from Borough Councillors could be available for such community activities and stated that he would like to contribute.

Cllr Hicks proposed that the Parish Council spend up to £500 on the Community Sunflower Competition and that the Parish Manager will contact Borough Councillors to see if they are willing to contribute.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR – 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Cllr Ransley asked all Councillors if they had any actions which they would like to add to the Action Sheet.

Cllr Bridger asked that signage for the Community Café be added.

Cllr Ransley suggested that budget items start being added to the action sheet so that they can start progressing through.

d. Update on the Park Farm and Bridgefield Snake benches.

Parish Manager reported on:

- Quotes
- Fears that benches/stones would not last more than 10 years.

Parish Manager provided the following options for Councillors to discuss:

- Go ahead with the previous proposal and purchase the benches.
- Not proceeding with the purchase of the benches and look at different options including bringing the stones out each year and asking residents to add to them with a specific theme for that year.

Cllr S Moss proposed bringing the stones out once a year and encouraging residents to add to them with a specific theme relative to that year (i.e., Olympics) and placing noticeboards to explain why and what they are there and why the Parish Council are bringing them out each year.

Councillor Hicks suggested placing the stones in the flowerbed at the side of the Recreation Centre or placing them in some form of Memorial Wall.

Cllr Townend seconded the proposal from Cllr S Moss.

Cllr Wedgbury suggested that the residents who had the ideas for the Bridgefield Snake and Park Farm Dragon also including Cllr Trish Cornish should be consulted on this matter.

Cllr Wedgbury proposed that it would be appropriate to defer this item until consulting with the residents involved with the snake/dragon and Cllr Trish Cornish.

Cllr Hicks seconded the proposal from Cllr Wedgbury.

Cllr Townend withdrew his seconding for the proposal from Cllr S Moss which left just one proposal from Cllr Wedgbury which was to defer this item until the Parish Council has consulted with residents involved with the snake/dragon and Cllr Trish Cornish.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR – 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

e. Review options on potential flagpole location within the Parish.

The Parish Manager reported on a document which he had circulated to all Councillors prior to the meeting which detailed potential locations for a flagpole within the Parish providing pros and cons for each site.

A discussion took place between Councillors on the various locations.

Cllr Wedgbury made a proposal that the Parish Council pursue a flagpole in the vicinity of the Park Farm signage by the entrance park.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR – 3

ALL THOSE AGAINST - 6

ABSTENTIONS - 0

Cllr Ransley proposed that a discussion should take place with ABC about which locations they think may be suitable and then bring back to the Parish Council any options which are available on ABC land.

Cllr Bridger seconded the recommendation from Cllr Ransley.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR BRIDGER

ALL THOSE IN FAVOUR – 5

ALL THOSE AGAINST - 1

ABSTENTIONS - 3

Motion moved.

- f. To consider appointing a Kingsnorth Parish Council representative to the Village Hall Committee.**

Cllr Ransley reported that the Parish Manager had emailed the candidates for the Co-option to see if any of them would be willing to put themselves forward to be the Parish Councils representative on the Village Hall Committee confirmed that he had received confirmation from Alison Breeze that she is willing to do so. No other confirmation had been received from anyone else.

Cllr Wedgbury proposed that Alison Breeze becomes the Parish Councils representative on the Village Hall Committee.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR – 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 2

Motion moved.

6. Policies

- a. YouTube Policy – to consider adopting the policy.**

A conversation on the policy took place between Councillors.

Cllr Bridger proposed that subject to the last bullet point on the policy being removed, the YouTube Policy be adopted.

PROPOSED BY CLLR BRIDGER

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 1

ABSTENTIONS - 1

Motion moved.

The item below was moved to later in the agenda as the applicant was late joining the meeting late due to unforeseen circumstances.

Item 4 a. To review community grant applications submitted in September 2020.

- i. Bauhaus Café CIC**

Item 4 b. To agree / approve / reject applications.

Bauhaus Café CIC

Summary of aims and objectives.

Bauhaus Café & Art Gallery is a community pop up Café and art collective organised and delivered by a group of young creatives and entrepreneurial individuals of all disciplines in Kent who work together collaboratively to create high quality educational and artistic opportunities for the residents of the county.

Purpose for which the grant is required.

Bauhaus Café CIC would like to deliver online art and creative writing courses to 40 residents of Kingsnorth.

Workshops will be delivered for 16 weeks, twice a week every 8 weeks to two groups of 10 participants per session via Zoom. Before the start of the course a kit will be delivered to the participants with all the materials needed for the workshops. Professional tutors will then contact the participants with instructions on joining zoom for the workshops.

8 weeks x 3 hrs per session totals x 4 8-week sessions totalling 96 hours.

96 teaching hours at £30 totalling £2880

Art and writing materials for 40 participants at £50 per person £2000.

Bauhaus Café will cover for all admin costs and volunteer expenses (graphic designers, marketing volunteers, etc) for the project as well as the final party.

Although our organisation has extensive experience delivering workshops and courses, we have not previously delivered intense workshops online. This will enable us to learn from our experience of using online platforms to teach and empower those who are less able to fully participate in society due to their circumstances. Previous workshops have shown us that, through our creative workshops, we are not only able to help create friendships but are also able to signpost individuals to other organisations and services available to them, including volunteering opportunities in the community and other workshops and courses.

Overall Total Cost of Project £5,500.00.

Overall Amount of Grant requested: £4,880.00.

Grant amount being applied for in the initial instance is £1,300.00.

Questions were asked by Councillors and conversations took place.

Cllr Hicks suggested that the Parish Council allocate up to £1,500.00 for the first initial stage of the project. Cllr Ransley commented that he agreed with some of the aims of the project but feels the costs per individual is quite high and feels that there are other things which would deliver greater value to our residents, for those reasons Cllr Ransley proposed that the application be refused.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR - 6

ALL THOSE AGAINST - 1

ABSTENTIONS - 2

Motion moved.

6.b Co-option Policy update – Multiple candidates.

Cllr Ransley commented that as there were some requests for further details on how the co-option should be done before the last one took place, Cllr Ransley and the Parish Manger thought they would put into the policy more certainty on the procedure that the Parish Council followed so that in the future there is no further doubts or questions.

Cllr Townend proposed the Co-option policy update.

PROPOSED BY CLLR TOWNEND

SECONDED BY CLLR BRIDGER

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

7. Financial Matters

a. To receive the March Finance Report

Kingsnorth Parish Council

BANK ACCOUNTS

| | |
|-------------------------------------|--------------------|
| Metro Bank Current a/c | £9,412.12 |
| Metro Bank Reserve a/c | £63,183.35 |
| NW Reserve 47793368 | £8,143.01 |
| NW SIBA 47793120 | £192,482.58 |
| NW Current 47793112 | £100.00 |
| Petty Cash - Cafe | £0.00 |
| Total in Banks | 273,321.06 |
| Cash | 119.40 |
| GRAND TOTAL (Banks and Cash) | £273,440.46 |

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2020 and 31/03/2021)

Cost Centre Name

| Admin | | Receipts | | Payments | | Current Balance | |
|--------------|----------------------------------|--------------------|---------------|-----------------|------------------|------------------------|-----------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual | Budget |
| 17 | Travel Expenses | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 | 200.00 |
| 21 | Payroll | 0.00 | 0.00 | 0.00 | 432.00 | 360.00 | 72.00 |
| 22 | HR Support | 0.00 | 0.00 | 0.00 | 2,064.00 | 2,121.42 | -57.42 |
| 23 | Staff Training | 0.00 | 0.00 | 0.00 | 2,000.00 | 610.00 | 1,390.00 |
| 24 | Councillor Training | 0.00 | 0.00 | 0.00 | 1,500.00 | 235.00 | 1,265.00 |
| 25 | Councillor/Chairman's Allowance | 0.00 | 0.00 | 0.00 | 1,700.00 | 72.17 | 1,627.83 |
| 26 | Bank Charges | 0.00 | 0.00 | 0.00 | 40.00 | 45.12 | -5.12 |
| 27 | Audit Fees | 0.00 | 0.00 | 0.00 | 1,120.00 | 1,590.00 | -470.00 |
| 28 | Professional Fees | 0.00 | 0.00 | 0.00 | 1,000.00 | 661.00 | 339.00 |
| 29 | Insurance | 0.00 | 0.00 | 0.00 | 3,800.00 | 3,736.79 | 63.21 |
| 30 | Office Supplies, Postage & Admin | 0.00 | 0.00 | 0.00 | 1,945.00 | 1,355.67 | 589.33 |
| 31 | Telephone and Broadband | 0.00 | 0.00 | 122.55 | 2,500.00 | 2,149.38 | 473.17 |
| 32 | Photocopier and Printer | 0.00 | 0.00 | 0.00 | 2,500.00 | 1,254.01 | 1,245.99 |
| 33 | Computer Support and Maintenance | 0.00 | 0.00 | 135.00 | 2,500.00 | 3,194.16 | -559.16 |
| 34 | Account Software | 0.00 | 0.00 | 0.00 | 1,000.00 | 730.50 | 269.50 |
| 35 | Online HR Platform | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 | 150.00 |
| 36 | Parish Office Rent | 0.00 | 0.00 | 0.00 | 3,000.00 | 3,000.00 | 0.00 |
| 37 | Parish Office - Mobile Phone | 0.00 | 0.00 | 0.00 | 370.00 | 257.33 | 112.67 |
| 80 | Community Grants Fund | 0.00 | 0.00 | 0.00 | 20,000.00 | 28,219.11 | -8,219.11 |
| 81 | VE Day Celebration Event | 0.00 | 0.00 | 0.00 | 5,000.00 | 0.00 | 5,000.00 |
| | | £0.00 | 0.00 | £257.55 | 52,821.00 | £49,591.66 | 3,486.89 |

| Cafe | | Receipts | | Payments | | Current Balance | |
|-------------|------------------|--------------------|---------------|-----------------|------------------|------------------------|-----------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual | Budget |
| 62 | Cafe Supplies | 0.00 | 0.00 | 0.00 | 10,000.00 | 909.09 | 9,090.91 |
| 63 | Cafe Consumables | 0.00 | 0.00 | 0.00 | 0.00 | 42.70 | -42.70 |
| 64 | Cafe Workwear | 0.00 | 0.00 | 0.00 | 0.00 | 92.19 | -92.19 |
| 65 | Cafe Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 31.80 | -31.80 |
| 66 | Cafe Admin | 0.00 | 0.00 | 0.00 | 0.00 | 707.38 | -707.38 |
| 72 | Cafe Donations | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | -200.00 |
| | | £0.00 | 0.00 | £0.00 | 10,000.00 | £1,983.16 | 8,016.84 |

| Capital | | Receipts | | Payments | | Current Balance | |
|----------------|--------------|--------------------|---------------|-----------------|-----------------|------------------------|-------------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual | Budget |
| 39 | Capital | 0.00 | 0.00 | 829.00 | 1,000.00 | 13,903.56 | -12,074.56 |
| | | £0.00 | 0.00 | £829.00 | 1,000.00 | £13,903.56 | -12,074.56 |

| Communications | | Receipts | | Payments | | Current Balance | |
|-----------------------|--------------------------------|--------------------|---------------|-----------------|-----------------|------------------------|-----------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual | Budget |
| 19 | Website | 0.00 | 0.00 | 0.00 | 820.80 | 820.80 | 0.00 |
| 20 | E-mail | 0.00 | 0.00 | 0.00 | 73.20 | 73.20 | 0.00 |
| 78 | Advertising and Awareness Camp | 0.00 | 0.00 | 0.00 | 7,096.00 | 823.59 | 6,272.41 |
| 82 | Mapping App | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | -200.00 |
| | | £0.00 | 0.00 | £0.00 | 7,990.00 | £1,917.59 | 6,072.41 |

| Income | | Receipts | | Payments | | Current Balance | |
|---------------|--------------------|--------------------|---------------|-----------------|---------------|------------------------|---------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual | Budget |
| 1 | Precept | 0.00 | 251,990.00 | 251,990.00 | 0.00 | 0.00 | 0.00 |
| 2 | Grants | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | -10,000.00 |
| 3 | Support Grant | 0.00 | 3,449.00 | 3,449.00 | 0.00 | 0.00 | 0.00 |
| 4 | Concurrent Grant | 0.00 | 590.00 | 590.00 | 0.00 | 0.00 | 0.00 |
| 5 | Interest | 0.00 | 550.00 | 151.75 | 0.00 | 0.00 | -398.25 |
| 6 | Pavilion Hire | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | -1,000.00 |
| 7 | Pavilion Football | 0.00 | 2,000.00 | 1,528.00 | 0.00 | 0.00 | -472.00 |
| 8 | MUGA - School Hire | 0.00 | 1,500.00 | 1,000.00 | 0.00 | 0.00 | -500.00 |
| 9 | MUGA - Casual Hire | 0.00 | 0.00 | 225.00 | 0.00 | 0.00 | 225.00 |
| 10 | Maintenance | 0.00 | 1,000.00 | 542.50 | 0.00 | 0.00 | -457.50 |
| 11 | Cafe Takings | 0.00 | 13,000.00 | 2,005.59 | 0.00 | 0.00 | -10,994.41 |
| 12 | Cafe Grants | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Created by  **Seiba**

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2020 and 31/03/2021)

| Cost Centre Name | | | | | | |
|-------------------------|--------------|-------------------|--------------------|-------------|-------------------|-------------------|
| 13 VAT Reclaim | 0.00 | 5,800.00 | 7,433.53 | 0.00 | 0.00 | 1,633.53 |
| 73 General Admin | 0.00 | 0.00 | 15.00 | 0.00 | 0.00 | 15.00 |
| | £0.00 | 280,879.00 | £268,930.37 | 0.00 | £10,000.00 | -21,948.63 |

| Kingsnorth Green Spaces | | Receipts | | Payments | | Current Balance |
|--------------------------------|-------------------------|--------------------|---------------|-----------------|------------------|------------------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual |
| 68 | Bridleway | 0.00 | 0.00 | 0.00 | 35,000.00 | 0.00 |
| 69 | Kingsnorth Green Spaces | 0.00 | 0.00 | 134.11 | 6,870.00 | 3,923.51 |
| | | £0.00 | 0.00 | £134.11 | 41,870.00 | £3,923.51 |
| | | | | | | 38,080.60 |

| Maintenance | | Receipts | | Payments | | Current Balance |
|--------------------|-------------------------------|--------------------|---------------|------------------|------------------|------------------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual |
| 40 | Repairs | 0.00 | 0.00 | 0.00 | 0.00 | 1,720.86 |
| 41 | Playing Fields | 0.00 | 0.00 | 5,000.00 | 3,500.00 | 8,825.80 |
| 42 | Playing Fields CCTV | 0.00 | 0.00 | 0.00 | 4,500.00 | 3,000.00 |
| 43 | Playing Fields Playgrounds | 0.00 | 0.00 | 0.00 | 1,000.00 | 968.00 |
| 44 | Van Lease | 0.00 | 0.00 | 0.00 | 3,500.00 | 3,390.63 |
| 45 | Vehicle Fuel | 0.00 | 0.00 | 0.00 | 1,500.00 | 1,557.03 |
| 46 | Vehicle Tax | 0.00 | 0.00 | 0.00 | 50.00 | 42.00 |
| 47 | Maintenance Vehicle Insurance | 0.00 | 0.00 | 0.00 | 975.00 | 903.68 |
| 48 | Workshop Rent | 0.00 | 0.00 | 796.00 | 4,776.00 | 5,572.00 |
| 49 | Workshop Rates | 0.00 | 0.00 | 0.00 | 1,308.00 | 848.76 |
| 50 | Workshop Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 51 | Workshop Electric | 0.00 | 0.00 | 0.00 | 250.00 | 218.83 |
| 52 | Maintenance Mobile Phones | 0.00 | 0.00 | 0.00 | 185.00 | 324.02 |
| 53 | Maintenance Loose Tools | 0.00 | 0.00 | 0.00 | 750.00 | 1,104.46 |
| 54 | Maintenance Staff Training | 0.00 | 0.00 | 0.00 | 1,500.00 | 146.25 |
| 55 | MUGA | 0.00 | 0.00 | 0.00 | 0.00 | 51.33 |
| 71 | Clothing | 0.00 | 0.00 | 0.00 | 0.00 | 313.99 |
| 79 | Telephone Boxes Refurbishment | 0.00 | 0.00 | 0.00 | 2,000.00 | 518.97 |
| 83 | Van Repair | 0.00 | 0.00 | 0.00 | 0.00 | 1,040.66 |
| | | £0.00 | 0.00 | £5,796.00 | 25,794.00 | £30,547.27 |
| | | | | | | 1,042.73 |

| Pavilion | | Receipts | | Payments | | Current Balance |
|-----------------|---------------------------------|--------------------|---------------|-----------------|------------------|------------------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual |
| 56 | Pavilion Gas | 0.00 | 0.00 | 0.00 | 2,500.00 | 1,169.20 |
| 57 | Pavilion Electricity | 0.00 | 0.00 | 0.00 | 1,000.00 | 893.38 |
| 58 | Pavilion Water | 0.00 | 0.00 | 0.00 | 750.00 | 1,115.95 |
| 59 | Pavilion Fire Safety & Security | 0.00 | 0.00 | 0.00 | 750.00 | 1,077.07 |
| 60 | Pavilion Waste Collection | 0.00 | 0.00 | 0.00 | 2,000.00 | 1,792.17 |
| 61 | Pavilion Cleaning | 0.00 | 0.00 | 0.00 | 1,750.00 | 479.25 |
| 70 | Pavilion Maintenance | 0.00 | 0.00 | 0.00 | 526.00 | 14,153.94 |
| 77 | Structural Repairs & Monitoring | 0.00 | 0.00 | 0.00 | 3,000.00 | 1,140.00 |
| | | £0.00 | 0.00 | £0.00 | 12,276.00 | £21,820.96 |
| | | | | | | -9,544.96 |

| Recreation Centre | | Receipts | | Payments | | Current Balance |
|--------------------------|---------------------|--------------------|---------------|-----------------|-----------------|------------------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual |
| 67 | Contingency/Support | 0.00 | 0.00 | 901.66 | 5,000.00 | 740.97 |
| | | £0.00 | 0.00 | £901.66 | 5,000.00 | £740.97 |
| | | | | | | 5,160.69 |

| Salaries | | Receipts | | Payments | | Current Balance |
|-----------------|----------------------|--------------------|---------------|-----------------|-------------------|------------------------|
| Code | Title | Bal. B/Fwd. | Budget | Actual | Budget | Actual |
| 14 | Salaries Admin | 0.00 | 0.00 | 0.00 | 54,342.00 | 49,228.84 |
| 15 | Salaries Maintenance | 0.00 | 0.00 | 0.00 | 40,183.00 | 21,179.21 |
| 16 | Employer Payments | 0.00 | 0.00 | 0.00 | 19,125.00 | 28,772.72 |
| 75 | Salary Contingency | 0.00 | 0.00 | 0.00 | 5,978.00 | 0.00 |
| | | £0.00 | 0.00 | £0.00 | 119,628.00 | £99,180.77 |
| | | | | | | 20,447.23 |

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2020 and 31/03/2021)

Cost Centre Name

Section 137

| Code | Title | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|------|-------------|-------------|----------|--------|----------|--------|-----------------|
| | | | Budget | Actual | Budget | Actual | Budget |
| 18 | Section 137 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 | 2,500.00 |
| | | £0.00 | 0.00 | £0.00 | 2,500.00 | £0.00 | 2,500.00 |

Subscriptions

| Code | Title | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|------|---------------|-------------|----------|--------|----------|-----------|-----------------|
| | | | Budget | Actual | Budget | Actual | Budget |
| 38 | Subscriptions | 0.00 | 0.00 | 0.00 | 2,000.00 | 1,765.00 | 235.00 |
| | | £0.00 | 0.00 | £0.00 | 2,000.00 | £1,765.00 | 235.00 |

NET TOTAL £0.00 280,879.00 £276,848.69 280,879.00 £235,374.45 41,474.24

Kingsnorth Parish Council
PAYMENTS LIST

| Voucher | Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|---------|--------------------------|------------|--------|------------|-----------|-----------------------|--------------------------|----------|----------|--------|----------|
| 580 | Photocopier and Printer | 01/03/2021 | | NW Current | | Printer | Siemens | S | 194.62 | 38.93 | 233.55 |
| 578 | Parish Office Rent | 01/03/2021 | | NW Current | | Office rent | KRCT | X | 250.00 | 0.00 | 250.00 |
| 593 | Pavilion Maintenance | 01/03/2021 | | Metro Bank | | skip | Derek Butler Mini Skips | X | 72.00 | 0.00 | 72.00 |
| 589 | Payroll | 02/03/2021 | | Metro Bank | | Payroll | Accounts Unlocked | S | 30.00 | 6.00 | 36.00 |
| 590 | Employer Payments | 03/03/2021 | | Metro Bank | | Pension contributions | NEST | X | 370.30 | 0.00 | 370.30 |
| 594 | Pavilion Maintenance | 04/03/2021 | | Metro Bank | | Pavilion maint | ledpanel store | X | 316.00 | 0.00 | 316.00 |
| 583 | Playing Fields CCTV | 08/03/2021 | | NW Current | | CCTV | ABC | S | 750.00 | 150.00 | 900.00 |
| 592 | HR Support | 08/03/2021 | | Metro Bank | | HR Support | Outset UK | S | 143.33 | 28.67 | 172.00 |
| 581 | Computer Support and | 08/03/2021 | | NW Current | | Laptop & support | Sabre Solutions | X | 220.00 | 0.00 | 220.00 |
| 582 | Workshop Rent | 08/03/2021 | | NW Current | | Workshop rent | Van & Car | X | 398.00 | 0.00 | 398.00 |
| 595 | Community Grants Fund | 08/03/2021 | 2/7b | Metro Bank | | Grant | John Wesley School | X | 1,000.00 | 0.00 | 1,000.00 |
| 596 | Community Grants Fund | 08/03/2021 | 2/7b | Metro Bank | | Grant | Homewood School | X | 1,000.00 | 0.00 | 1,000.00 |
| 597 | Community Grants Fund | 08/03/2021 | 2/7b | Metro Bank | | Grant | Norton Knatchbull School | X | 1,000.00 | 0.00 | 1,000.00 |
| 598 | Community Grants Fund | 08/03/2021 | 2/7b | Metro Bank | | Grant | Wye School | X | 1,000.00 | 0.00 | 1,000.00 |
| 599 | Community Grants Fund | 08/03/2021 | 2/7b | Metro Bank | | Grant | Towers School | X | 1,000.00 | 0.00 | 1,000.00 |
| 579 | Workshop Rent | 08/03/2021 | | NW Current | | Workshop lease | Van & Car | Z | 398.00 | 0.00 | 398.00 |
| 591 | Telephone and | 09/03/2021 | | Metro Bank | | Telephone | BT | S | 127.07 | 25.42 | 152.49 |
| 600 | Contingency/Support | 10/03/2021 | | Metro Bank | | boiler contract | British Gas | X | 28.50 | 0.00 | 28.50 |
| 584 | Van Lease | 11/03/2021 | | NW Current | | Van rental | Leaseplan | S | 54.16 | 10.83 | 64.99 |
| 587 | Clothing | 12/03/2021 | | NW Current | | Workwear | Trade UK | S | 16.66 | 3.33 | 19.99 |
| 588 | Maintenance Loose Tools | 12/03/2021 | | NW Current | | Loose tools | Trade UK | S | 193.85 | 38.77 | 232.62 |
| 585 | Pavilion Maintenance | 12/03/2021 | | NW Current | | Goods | Trade UK | X | 71.21 | 0.00 | 71.21 |
| 586 | Pavilion Maintenance | 12/03/2021 | | NW Current | | Goods | Trade UK | X | 372.92 | 0.00 | 372.92 |
| 614 | Vehicle Fuel | 15/03/2021 | | Metro Bank | | Van fuel | Fuel Genie | S | 143.37 | 28.68 | 172.05 |
| 611 | Capital | 15/03/2021 | | NW Current | | Laptop computer | Sabre Solutions | X | 200.00 | 0.00 | 200.00 |
| 612 | Computer Support and | 15/03/2021 | | NW Current | | Laptop computer | Sabre Solutions | X | 360.00 | 0.00 | 360.00 |
| 613 | Pavilion Fire Safety & | 15/03/2021 | | NW Current | | Pavilion fire safety | EK Fire Protection | X | 102.00 | 0.00 | 102.00 |
| 618 | Office Supplies, Postage | 15/03/2021 | | Metro Bank | | Zoom fee | Go Cardless | X | 11.99 | 0.00 | 11.99 |
| 601 | Van Lease | 17/03/2021 | | NW Current | | Van rental | Leaseplan | S | 698.01 | 139.60 | 837.61 |
| 620 | Capital | 17/03/2021 | | Metro Bank | | Laptop computer | Amazon | S | 13.12 | 2.63 | 15.75 |
| 606 | Employer Payments | 17/03/2021 | | NW Current | | Tax & NI | HMRC | X | 1,949.32 | 0.00 | 1,949.32 |
| 619 | Capital | 17/03/2021 | | Metro Bank | | chairs | Nextday Catering | X | 423.59 | 0.00 | 423.59 |
| 621 | Pavilion Maintenance | 17/03/2021 | | Metro Bank | | lights | ledpanel store | X | 270.00 | 0.00 | 270.00 |
| 617 | Website | 18/03/2021 | | Metro Bank | | Website | Whisper Media | X | 68.40 | 0.00 | 68.40 |
| 616 | E-mail | 18/03/2021 | | Metro Bank | | E-mail Addresses | Whisper Media | Z | 6.10 | 0.00 | 6.10 |

Created by  Scribe

1 of 2

Kingsnorth Parish Council
PAYMENTS LIST

| Voucher | Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|---------------------------|------------|--------|------------|-----------|-----------------------|-------------|----------|------------------|---------------|------------------|
| 615 | Pavilion Waste Collection | 22/03/2021 | | Metro Bank | | Waste | Biffa | X | 137.94 | 0.00 | 137.94 |
| 623 | Professional Fees | 22/03/2021 | | Metro Bank | | Subscription | SLCC | X | 350.00 | 0.00 | 350.00 |
| 602 | Pavilion Maintenance | 23/03/2021 | | NW Current | | Pavilion Boiler Cover | British Gas | X | 57.60 | 0.00 | 57.60 |
| 603 | Parish Office - Mobile | 24/03/2021 | | NW Current | | Staff Mobile Phones | BT | S | 13.00 | 2.60 | 15.60 |
| 604 | Maintenance Mobile | 24/03/2021 | | NW Current | | Staff Mobile Phones | BT | S | 26.00 | 5.20 | 31.20 |
| 622 | Kingsnorth Green Spaces | 25/03/2021 | | Metro Bank | | seeds | Seedball | X | 45.00 | 0.00 | 45.00 |
| 605 | Photocopier and Printer | 26/03/2021 | | NW Current | | Printer | ASL | S | 48.82 | 9.76 | 58.58 |
| 607 | Salaries | 26/03/2021 | | NW Current | | Salary | Salaries | X | 5784.35 | 0.00 | 5784.35 |
| 625 | Office Supplies, Postage | 31/03/2021 | | Metro Bank | | Flowers for Cllr | eflorist | S | 35.80 | 7.16 | 42.96 |
| 626 | Kingsnorth Green Spaces | 31/03/2021 | | Metro Bank | | signs | Livemoor | S | 8.32 | 1.66 | 9.98 |
| 624 | Bank Charges | 31/03/2021 | | NW Current | | Bank charges | Nabwest | X | 10.00 | 0.00 | 10.00 |
| Total | | | | | | | | | 19,769.35 | 499.24 | 20,268.59 |

Kingsnorth Parish Council

RECEIPTS LIST

| Voucher Code | Date | Minute | Bank | Receipt No | Description | Supplier | VAT Type | Net | VAT | Total |
|-------------------------------|------------|--------|----------------------|------------|---------------|-----------------|----------|-----------------|-------------|-----------------|
| 95 Interest | 01/03/2021 | | Metro Bank Reserve a | | Interest | Metro Bank | X | 3.00 | 0.00 | 3.00 |
| 91 Pavilion Football | 05/03/2021 | | NW Current 47793112 | | Pavilion Hire | PFR | X | 573.00 | 0.00 | 573.00 |
| 92 Computer Support and Maint | 08/03/2021 | | NW Current 47793112 | | Refund | Sabre Solutions | X | 135.00 | 0.00 | 135.00 |
| 96 Workshop Rent | 08/03/2021 | | NW Current 47793112 | | Workshop rent | Van & Car | X | 398.00 | 0.00 | 398.00 |
| 93 Interest | 31/03/2021 | | NW SIBA 47793120 | | Interest | Natwest | X | 1.81 | 0.00 | 1.81 |
| 94 Interest | 31/03/2021 | | NW Reserve 47793361 | | Interest | Natwest | X | 0.07 | 0.00 | 0.07 |
| Total | | | | | | | | 1,110.88 | 0.00 | 1,110.88 |

Kingsnorth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

| Cost Centre | Receipts | | | Payments | | | Net Position +/- Under/over spend |
|-------------------------|-------------------|-------------------|---------------|-------------------|-------------------|---------------|--------------------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | |
| Admin | | 257.55 | 258 | 52,821.00 | 49,591.66 | 3,229 | 3,487 |
| Cafe | | | | 10,000.00 | 1,983.16 | 8,017 | 8,017 |
| Capital | | 829.00 | 829 | 1,000.00 | 13,903.56 | -12,904 | -12,075 |
| Communications | | | | 7,990.00 | 1,917.59 | 6,072 | 6,072 |
| Income | 280,879.00 | 268,930.37 | -11,949 | | 10,000.00 | -10,000 | -21,949 |
| Kingsnorth Green Spaces | | 134.11 | 134 | 41,870.00 | 3,923.51 | 37,946 | 38,081 |
| Maintenance | | 5,798.00 | 5,798 | 25,794.00 | 30,547.27 | -4,753 | 1,043 |
| Pavilion | | | | 12,276.00 | 21,820.96 | -9,545 | -9,545 |
| Recreation Centre | | 901.66 | 902 | 5,000.00 | 740.97 | 4,259 | 5,161 |
| Salaries | | | | 119,628.00 | 99,180.77 | 20,447 | 20,447 |
| Section 137 | | | | 2,500.00 | | 2,500 | 2,500 |
| Subscriptions | | | | 2,000.00 | 1,765.00 | 235 | 235 |
| NET TOTAL | 280,879.00 | 276,848.69 | -4,030 | 280,879.00 | 235,374.45 | 45,505 | 41,474 |

| | | |
|----------------------------|-------------------|-------------------|
| Total for ALL Cost Centres | 276,848.69 | 235,374.45 |
| V.A.T. | 3,741.57 | 8,962.75 |
| GROSS TOTAL | 280,590.26 | 244,337.20 |

Cllr Ransley asked all Councillors if they had any queries or comments on the March Finance report. None raised.

b. To review invoices and consider authorising payments.

None.

c. To receive an update on the new bank accounts and authorise any actions.

The Parish Manager updated that Lloyds bank have not yet been in contact with regards to opening a new account. Parish Manager asked Councillors if they would be happy for him to approach several other banks which have now opened their business banking accounts.

Cllr Ransley proposed that Councillors allow the Parish Manager to make inquiries about other bank accounts and bring options back to a future meeting.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR BRIDGER

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

d. To consider appointing a new auditor.

Cllr Ransley reported that it is good practice to appoint a new auditor every 5 years.

The Parish Manager had contacted two potential auditors, one was unavailable but one who does the auditing for Kennington Community Council is available and his fees are £60 per onsite hour, he estimated the audit will take about 3-4 hours work for the audit.

Cllr Ransley proposed that the Parish Council appoint a new auditor for the current accounts which need to be audited.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

e. To consider renewal of KALC membership and authorise payment.

Cllr Wedgbury proposed the authorisation of payment to renew the KALC membership.

f. To note proposed monthly finance health check procedure.

Cllr Ransley will ensure it is on the next agenda for members.

Cllr Ransley asked for a Councillor who is willing to do the financial health check for next month, Cllr Bridger volunteered.

8. Planning Matters

a. To consider all planning application received.

The Parish office circulated the planning summaries report to all Parish Council Members prior to the meeting.

Application Number: 21/00317/AS

Address: Shipley Cottage, Ashford Road, Kingsnorth, Ashford, Kent, TN23 3EW

Parish Ward: Kingsnorth Village

Proposal: Vehicle crossover and hardstanding

Comments: Support

Application Number: 21/00602/AS

Address: Shipley Cottage, Ashford Road, Kingsnorth, Ashford, Kent, TN23 3EW

Parish Ward: Kingsnorth Village

Proposal: Proposed single-storey rear and side extension.

Comments: Support

Application Number: 21/00429/AS

Address: 10 Antonius Court, Kingsnorth, Ashford, Kent, TN23 3PJ

Parish Ward: Roman Ward

Proposal: Single-storey extension; proposed dormer & roof light.

Comments:

Application Number: 21/00502/AS

Address: 21 Brentwood, Kingsnorth, Ashford, Kent, TN23 5YH

Parish Ward: Washford Ward

Proposal: Single storey side/rear extension; removal of existing outbuildings

Comments:

Application Number: 21/00198/AS

Address: 88 Lucilla Avenue, Kingsnorth, Ashford, Kent, TN23 3PS

Parish Ward: Roman Ward

Proposal: Change of use of amenity land to residential garden and extension of fence

Comments:

Application Number: 18/00652/CONK/AS

Address: Land south of Park Farm East, Hamstreet Bypass, Kingsnorth, Kent

Parish Ward: Kingsnorth Village

Proposal: Part discharge of condition 14 (b) (Sustainable drainage) & Part discharge of condition 25 - parcels 1 & 4 (Hard and soft landscaped areas).

Comments: The Parish Council objects to the discharge of Condition 25 which reads

' (A) Prior to the first occupation of any building hereby approved an Estate Governance Plan setting out the proposed long term governance for all hard and soft landscaped areas (including publicly accessible open spaces and any play areas or other elements embedded/provided within such areas) but excluding....'

Thus

We do not consider that in this context 9 years is long term. This timescale does not allow for budgeting towards the future replacement of larger capital items.

Application Number: 21/00533/AS

Address: The Aspens, Blindgrooms Lane, Shadoxhurst, Ashford, Kent, TN26 1HN

Parish Ward: Kingsnorth Village

Proposal: Single storey rear extension

Comments: Cllr Ransley suggests no comment and leave it to Shadoxhurst.

Application Number: 21/00613/AS

Address: 11 Aurelius Close, Kingsnorth, Ashford, Kent, TN23 3QU

Parish Ward: Roman Ward

Proposal: Lawful Development Certificate - Proposed - Single storey rear extension to replace existing conservatory

Comments By: 6th May

Comments:

Cllr Ransley proposed delegating the planning application comments to the Parish Manager in consultation with Councillors via email.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR BARBER

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

b. To note decisions

Cllr Ransley presented the planning applications and decisions were noted.

c. To consider any appeals and enforcement matters

Cloverleaf roundabout – Cllr Cornish had forwarded a statement from Ashford Borough Council prior to the meeting which Cllr Ransley read out: ‘Various departments at Ashford Borough Council along with partner agencies are aware of the issues being reported regarding a motorbike track being operated at the site known as the Cloverleaf Roundabout at the A2070, communication with both the site owners and the operators are ongoing, please report any instances of nuisance or antisocial behaviour to the counts of either Report It form on the website’.

Cllr Wedgbury recommended talking about the Cloverleaf in a closed session, Cllr Ransley agreed that a discussion on this will take place in a closed session following this meeting.

d. Any other planning matters.

- i. To consider further actions for Court Lodge application prior to planning committee.

Cllr Ransley reported that the Parish Council has commented at length on the Court Lodge application, much of which appears not to be being addressed by the applicant.

Cllr Ransley proposed that the Parish Council might want to consider reaching out to residents on social media as we know we have some residents with specialist skills / local knowledge and then arranging a zoom meeting.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR – 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

9. Correspondence and written reports from external parties.

- a. To consider correspondence and written reports received by the Parish Council before the publication of this agenda and listed below. Then authorising any action.
- b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.
- None.

10. Parish Manager Report.

The Parish Manager may provide any updates (not addressed earlier on the agenda) on the work of the Parishes Officers since the last meeting.

The Parish Manager had circulated his report to all Councillors prior to the meeting.

No Councillors raised any comments on the Parish Manager report.

11. Parish Councillors reports.

Members of the Parish Council may provide updates (*not addressed earlier on the agenda*) they have from their Parish Ward, Internal Committee or External meetings they have attended.

Cllr Townend reported on the following:

- Community Café - Cllr Townend thanked the Parish staff for getting the café to a point where it can now reopen on Monday 19th April (for takeaways only, pavilion will not be accessible to the public). There have been some slight price increases. Coffee now supplied by Bloss which is a local company based in Kingsnorth. Volunteer all extremely excited to be returning.

Cllr Hicks reported on the following:

- Will be attending a KALC local joint planning meeting.
- Supported a speedwatch check with the Maintenance Supervisor.
- Suggestion from a resident that the Parish should have a low traffic neighbourhood on Church Hill. Cllr Hicks asked for this point to be added to the action sheet and she will gather more information.

Cllr Bridger reported on the following:

- Took a drone out over the weekend and got some pictures of the Parish.

- Planning application for an extension of the ICU at the William Harvey Hospital has been approved.
- Attending schools (once COVID restrictions allow) to get pictures following on from Community Grant applications. This is to be added to the action sheet.

12. The next or future Agenda(s).

- a. To add / remove / amend items.
- b. To assign Councillors, or others, to the Parish Action Sheet to prepare items for future agenda(s).
 - Look at signage for the Community Café.
 - Planting of flower around the Parish.

13. Date of Next Meeting Tuesday 4th May 2021 at 7:00pm

Annual Meeting of the Parish and the Annual Meeting of Kingsnorth Parish Council.

Cllr Ransley announced that the Parish Council will now move to a closed session.

Under the public bodies admission to meetings act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

All members of the public, Ashford Borough Councillors, Kent County Councillor, and members of staff (excluding the Parish Manager) left the meeting.

There being no further business, Cllr Ransley closed the main meeting at 8.57pm

Signature: _____

Date: _____