



## KINGSNORTH PARISH COUNCIL

### Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 13th July 2021.

### In Person meeting at the Kingsnorth Pavilion and Via Zoom and Facebook Live (Due to Coronavirus Government Guidelines) 7.00pm

**Present:** Cllr Shelley Barber, Cllr Kumar Gaurav, Cllr Aline Hicks, Cllr Patricia Moss, Cllr Stuart Moss, Cllr James Ransley (Chair), Cllr Benjamin Townend (Vice Chair).

**Also, present:** Christine Drury (Assistant Clerk – Finance) Via Zoom, KCC Councillor David Robey in person, Peter Le Rossignol (Parish Manager) in person, Ashford Borough Councillor Neil Shorter in person.

Cllr Ransley informed all attendees that the meeting was being recorded for the purpose of minute taking, for publication on YouTube and live streaming on Facebook Live.

#### **1. To note those, present and receive apologies.**

Members who cannot attend a meeting shall tender their apologies to the Parish Manager prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for the member's absence shall be accepted.

Cllr Geoff Cosgrove, Cllr Jim Wedgbury, PCSO Anne Martin.

Cllr Ransley clarified that Cllr Matt Bridger had now left the Parish Council and there is currently a vacancy.

#### **2. To receive declarations of Interest.**

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

Cllr Hicks is a Trustee of Kingsnorth Village Hall.

Cllr Ransley declared an interest relating to item 9b on the agenda and will leave the meeting whilst it is being discussed.

#### **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 Martins report had been submitted and circulated to all Councillors prior to the meeting.

##### **b. Ashford Borough Councillors' Reports**

Cllr Shorter presented his report to Councillors.

##### **c. KCC Councillors' Reports**

KCC Councillor David Robey presented his report to Councillors.

No questions were raised by Councillors.

#### **3. Approval of Minutes of Tuesday 22<sup>nd</sup> June 2021.**

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

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

**PROPOSED BY CLLR BARBER**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 4**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 3**

**Motion moved.**

Cllr Gaurav, Cllr P Moss and Cllr Townend were not present at the meeting on 22<sup>nd</sup> June so abstained.

#### 4. Parish Community Grant Applications.

- a. To review community grant applications submitted in April 2021.
- b. To agree/approve/reject applications.

##### Park Farm Rangers

Coaches Training Courses

120 Football Kits

Total: £4,750.00

A discussion took place between Councillors.

Cllr Ransley proposed that the grant application be deferred to the August Parish Council meeting to obtain more information on the application.

**PROPOSED BY CLLR RANSLEY**

**ALL THOSE IN FAVOUR - 7**

**SECONDED BY CLLR TOWNEND**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

#### 5. Parish Action Sheet.

- a. To review progress with items on the action sheet.
- b. To assign individuals or groups of individuals for development / progressing items.
- c. 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.
- Angling Society/Park Farm Moat – Ashford Borough Council are still looking to do some further investigation works on the drainage situation to find out whether there is a leak. Action carried forward. The Parish Manager provided an update on the silt survey and the survey of the fish stock – awaiting contact from the Environmental Agency to confirm they are allowed to carry out the survey.
- Kingsnorth Village Hall – This action was previously discussed in a closed session and Cllr Ransley reported that there would be an update in a closed session following the main meeting.
- Future of the Conservation Fields. Cllr Ransley reported that a meeting will take place on Wednesday 21<sup>st</sup> July. The meeting has been advertised on social media to allow residents to attend.
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget – Landowner of the primary route has been contacted and in principle, they are happy with the route being transferred to the Parish Council, but the land will need to be identified in a planning application.
- Purchase of a Flagpole to be placed within the Parish. Parish Manager to contact Aspire to discuss potential locations. Action carried forward.
- Signage for the Community Café – Parish Manager has now ordered the noticeboards which should arrive by the end of July / beginning of August.
- Budget Items to be discussed – Any new ideas for projects will be discussed later in the main agenda. Action carried forward.
- Planting of trees / flowers around the Parish – Cllr Ransley reported that up to £1,000.00 has been agreed for the purchasing of bulbs to plant in the Parish.
- Meeting with Kingsnorth Primary School to discuss Parish land for a forest school – meeting is still to be arranged. Action carried forward.
- Vision Statement on Climate Change - what the Parish Council have achieved so far to be publish on the Kingsnorth Parish Council website. Parish Council to look at what can be achieved in the next budget.

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

None added.

#### 6. Footpath Creation

- a. To receive any quotes for the planning element of the footpath(s) works.
- b. To authorise any action.

The Parish Manager provided an update on potential footpaths including quotations.

Cllr Ransley recommended that delegation be given to the Parish Manager to appoint a company to deliver this project up to the value of an agreed amount and start discussions regarding other potential footpaths and report back at the next meeting (10<sup>th</sup> August 2021).

**PROPOSED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 7**

**SECONDED BY CLLR TOWNEND**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

Motion moved.

## 7. Kickstart Application Update

- a. To receive update on status of application.
- b. To consider prepared and authorise any action.

The Parish Manger provided an update on the Kickstart application.

The proposed job title would be Parish Assistant. The role would be to assist our Grounds and Maintenance Supervisor as well as supporting our office team with various tasks.

The Parish Manager recommended that the Parish Council move forward with the Kickstart application.

**PROPOSED BY CLLR TOWNEND**

**SECONDED BY CLLR BARBER**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

Motion moved.

## 8. Parish Ward Vacancy for Park Farm South.

- a. To consider delegation of authority to the Parish Manager to advertise the vacancy to the event of no election being called by Ashford Borough Council.

**PROPOSED BY CLLR BARBER**

**SECONDED BY CLLR TOWNEND**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

Motion moved.

## 9. Financial Matters

Cllr Ransley deferred financial matters to later in the agenda to also discuss the budget.

## 10. 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: 21/01126/AS

Address: Hurstwood, Church Hill, Kingsnorth, Ashford, Kent, TN23 3EF

Proposal: Part two storey/part single storey side/rear extensions; first floor rear extension; new first floor window; front porch (part retrospective re porch)

Ward: Kingsnorth Village

**Comments: Support**

Application Number: 21/01161/AS

Address: Braeside Bungalow, Sticketts Lane, Kingsnorth, Ashford, Kent, TN26 1NG

Proposal: Erection of a single storey front extension

Ward: Kingsnorth Village

**Comments: No objection.**

Application Number: 11/00473/COAG/AS

Address: Land at Cheesemans Green, Cheesemans Green Lane, Kingsnorth, Kent

Proposal: Discharge of condition 40 (Code for Sustainable Homes/BREEAM) in relation to Captains Wood phase

Ward: Kingsnorth Village

**Comments: The Parish Council notes that decisions appear to have been made before the end of the advertised consultation period and that 'approved' documents appear to be missing from the portal (one of the ground level sheets)**

Application Number: 21/01185/AS

Address: Magpie House, Magpie Hall Road, Kingsnorth, Ashford, Kent, TN26 1HF

Proposal: Erection of a single storey side extension; two storey side extension and associated works

Ward: Kingsnorth Village

**Comments: The Parish Council is prepared to Support the application particularly if the provision of the solar and heat pump detailed in the design and access statement are secured by condition.**

Application Number: 21/01219/AS

Address: The Paddock, Magpie Hall Road, Kingsnorth, Ashford, Kent, TN26 1HF

Proposal: Lawful development certificate - existing - the use barn as an independent dwelling

Ward: Kingsnorth Village

**Comments: I think our previous remarks on this application are still relevant.**

**Also, on the supporting documentation – what does "separate functional links" mean?**

**For instance, does he have separate public services eg sewerage, water supply etc apart from the main bungalow?**

**\*Parish Manager / Clerk (Admin) to draft a request for further information on the above points. \***

Application Number: 21/01208/AS

Address: 23 Shipley Mill Close, Kingsnorth, Ashford, Kent, TN23 3NR

Proposal: Proposed single storey side extension

Ward: Park Farm North Ward.

**Comments: No Objection**

Application Number: 21/01192/AS

Address: 3 Ruffets Wood, Kingsnorth, Ashford, Kent, TN23 3QQ

Proposal: Extension to existing garden wall/fence and garden gate

Ward: Park Farm South Ward.

**Comments: Object – We believe that there may be an existing structure in this corner of the garden. The proposed changes would appear to make a separate entrance to this structure and at present there would be no access through to the garden behind. The planting was identified as an important part of the character of the area within the officer's report for extension to the dwelling earlier this year, we concur and do not believe that it should be lost due to this proposal.**

Application Number: 21/01218/AS

Address: 147 Wood Lane, Kingsnorth, Ashford, Kent, TN23 3AQ

Proposal: Single storey rear/side extension

Ward: Park Farm North Ward.

**Comments: No Objection**

Cllr Ransley proposed that the comments on the planning application be accepted.

**PROPOSED BY CLLR TOWNEND**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

**b. To note decisions**

Decisions were noted.

**c. To consider any appeals and enforcement matters.**

No new appeals.

**d. Any other planning matters.**

**i. Courtlodge - To consider Ashford Borough Council planning officer report, if available, and authorise any actions.**

Cllr Ransley had no further updates on Courtlodge. Cllr Ransley commented that a meeting should be called once the planning officers report has been viewed to see what is in the Section106 and then make comments.

Cllr Hicks responded that she felt a representative from the Parish Council should attend the planning meeting.

No further actions were raised.

**11. 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.**

**i. Scout Group Pavilion Use**

Our 2021/22 budget allowed for £1,900.00 worth of free hire of the pavilion for new groups setting up or starting out.

Cllr Ransley proposed that the Scout group should be offered up to 3hrs per week for the first three months free of charge, the following three months at half price and then if they wish to continue using the pavilion it would be at the going rate.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR TOWNEND**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

**ii. Consider boundary review response.**

Cllr Ransley asked if the Parish Council would like to submit a comment saying that it is not very logical to divide the Parish and it is going to be difficult for ABC to pay attention to all the Ashford town issues when they are covering the whole of the Weald.

All Councillors agreed to this action.

**c. Proposed correspondence.**

**i. Proposed correspondence re Aldington Reservoir.**

Cllr Ransley reported on the proposed correspondence re Aldington Reservoir.

Cllr Ransley asked if Councillors were happy to send the letter and then follow up with other letters later.

**PROPOSED BY CLLR S MOSS**

**SECONDED BY CLLR BARBER**

**12. 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.

**13. 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 Community Café.**

Cllr Ransley returned to item 9 – **Financial Matters.**

**a. To receive the June Finance Report Documents**

1 July 2021 (2021-2022)

**Kingsnorth Parish Council**

**BANK ACCOUNTS**

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Metro Bank Current a/c	£9,238.46
Metro Bank Reserve a/c	£75,191.97
NW Reserve 47793368	£8,143.21
NW SIBA 47793120	£180,518.58
NW Current 47793112	£100.00
Nationwide Building Society	£85,001.00
<b>Total in Banks</b>	<b>358,193.22</b>
<b>Cash</b>	<b>0.00</b>
<b>GRAND TOTAL (Banks and Cash)</b>	<b>£358,193.22</b>

**Kingsnorth Parish Council**  
**Net Position by Cost Centre and Code (Between 01/04/2021 and 30/06/2021)**

**Cost Centre Name**

<b>Admin</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
17	Travel Expenses	0.00	0.00	0.00	200.00	0.00	200.00
21	Payroll	0.00	0.00	0.00	450.00	120.00	330.00
22	HR Support	0.00	0.00	0.00	2,500.00	429.99	2,070.01
23	Staff Training	0.00	0.00	0.00	2,000.00	0.00	2,000.00
24	Councillor Training	0.00	0.00	0.00	1,500.00	0.00	1,500.00
25	Councillor/Chairman's Allowance	0.00	0.00	0.00	1,700.00	0.00	1,700.00
26	Bank Charges	0.00	0.00	0.00	40.00	10.00	30.00
27	Audit Fees	0.00	0.00	0.00	1,120.00	0.00	1,120.00
28	Professional Fees	0.00	0.00	0.00	600.00	0.00	600.00
29	Insurance	0.00	0.00	0.00	4,000.00	0.00	4,000.00
30	Office Supplies, Postage & Admin	0.00	0.00	0.00	2,000.00	428.62	1,571.38
31	Telephone and Broadband	0.00	0.00	0.00	1,500.00	438.55	1,061.45
32	Photocopier and Printer	0.00	0.00	0.00	2,000.00	322.02	1,677.98
33	Computer Support and Maintenance	0.00	0.00	0.00	2,000.00	99.99	1,900.01
34	Account Software	0.00	0.00	0.00	985.00	0.00	985.00
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	750.00	2,250.00
37	Parish Office - Mobile Phone	0.00	0.00	0.00	370.00	79.07	290.93
98	Explore Public Toilets at MOAT	0.00	0.00	0.00	2,000.00	0.00	2,000.00
99	Explore WW2 Pill Boxes	0.00	0.00	0.00	2,000.00	0.00	2,000.00
101	Office Rates	0.00	0.00	0.00	0.00	122.52	-122.52
102	Sunflower Competition	0.00	0.00	0.00	0.00	268.43	-268.43
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>30,115.00</b>	<b>£3,069.19</b>	<b>27,045.81</b>

<b>Cafe</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
62	Cafe Supplies	0.00	0.00	0.00	10,000.00	1,547.97	8,452.03
63	Cafe Consumables	0.00	0.00	0.00	0.00	0.00	0.00
64	Cafe Workwear	0.00	0.00	0.00	0.00	121.14	-121.14
65	Cafe Equipment	0.00	0.00	0.00	0.00	10.99	-10.99
66	Cafe Admin	0.00	0.00	0.00	0.00	254.20	-254.20
72	Cafe Donations	0.00	0.00	0.00	0.00	0.00	0.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>10,000.00</b>	<b>£1,934.30</b>	<b>8,065.70</b>

<b>Capital</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
39	Capital	0.00	0.00	0.00	0.00	1,939.41	-1,939.41
95	Benches	0.00	0.00	0.00	4,570.00	150.00	4,420.00
96	Christmas Lights/Decorations	0.00	0.00	0.00	1,000.00	0.00	1,000.00
97	Play Equipment	0.00	0.00	0.00	9,000.00	0.00	9,000.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>14,570.00</b>	<b>£2,089.41</b>	<b>12,480.59</b>

<b>Communications</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
19	Website	0.00	0.00	0.00	820.80	205.20	615.60
20	E-mail	0.00	0.00	0.00	73.20	18.30	54.90
78	Advertising and Awareness Camp;	0.00	0.00	0.00	0.00	0.00	0.00
82	Mapping App	0.00	0.00	0.00	240.00	0.00	240.00
93	Kingsnorth Welcome Pack	0.00	0.00	0.00	2,000.00	0.00	2,000.00
94	Precept Letter	0.00	0.00	0.00	501.00	0.00	501.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>3,635.00</b>	<b>£223.50</b>	<b>3,411.50</b>

<b>Income</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
1	Precept	0.00	243,302.30	121,886.15	0.00	0.00	-121,416.15
2	Grants	0.00	235.00	1,500.00	0.00	0.00	1,265.00
5	Interest	0.00	240.00	14.37	0.00	0.00	-225.63
6	Pavilion Hire	0.00	1,000.00	0.00	0.00	0.00	-1,000.00
7	Pavilion Football	0.00	2,200.00	573.00	0.00	0.00	-1,627.00

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

Created by  Ceriha

**Kingsnorth Parish Council**  
**Net Position by Cost Centre and Code (Between 01/04/2021 and 30/06/2021)**

<u>Cost Centre Name</u>						
8 MUGA - School Hire	0.00	1,500.00	500.00	0.00	0.00	-1,000.00
9 MUGA - Casual Hire	0.00	500.00	180.00	0.00	0.00	-320.00
10 Maintenance	0.00	1,000.00	105.00	0.00	0.00	-895.00
11 Cafe Takings	0.00	10,000.00	2,762.04	0.00	0.00	-7,237.96
12 Cafe Grants	0.00	0.00	0.00	0.00	0.00	0.00
13 VAT Reclaim	0.00	0.00	0.00	0.00	0.00	0.00
73 General Admin	0.00	0.00	0.00	0.00	0.00	0.00
	<b>£0.00</b>	<b>259,977.30</b>	<b>£127,520.56</b>	<b>0.00</b>	<b>£0.00</b>	<b>-132,456.74</b>

<u>Kingsnorth Green Spaces</u>			<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
87	Footpath Creation	0.00	0.00	0.00	24,765.00	0.00	24,765.00
88	Sleeper Bridges	0.00	0.00	0.00	7,280.00	0.00	7,280.00
89	Bulb Planting	0.00	0.00	0.00	1,000.00	0.00	1,000.00
90	Community Farm Project	0.00	0.00	0.00	2,000.00	0.00	2,000.00
91	Bird Feeders	0.00	0.00	0.00	1,400.00	0.00	1,400.00
92	Habitat Planting/Works	0.00	0.00	0.00	2,500.00	0.00	2,500.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>38,945.00</b>	<b>£0.00</b>	<b>38,945.00</b>

<u>Maintenance</u>			<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
40	Repairs	0.00	0.00	0.00	999.00	174.62	824.38
41	Playing Fields	0.00	0.00	0.00	8,000.00	0.00	8,000.00
42	Playing Fields CCTV	0.00	0.00	0.00	4,500.00	750.00	3,750.00
43	Playing Fields Playgrounds	0.00	0.00	0.00	1,800.00	0.00	1,800.00
44	Van Lease	0.00	0.00	1,470.65	2,500.00	606.36	3,364.29
45	Vehicle Fuel	0.00	0.00	0.00	1,500.00	554.73	945.27
46	Vehicle Tax	0.00	0.00	0.00	50.00	0.00	50.00
47	Maintenance Vehicle Insurance	0.00	0.00	0.00	900.00	1,175.01	-275.01
48	Workshop Rent	0.00	0.00	0.00	4,776.00	1,194.00	3,582.00
49	Workshop Rates	0.00	0.00	0.00	1,500.00	0.00	1,500.00
50	Workshop Insurance	0.00	0.00	0.00	0.00	0.00	0.00
51	Workshop Electric	0.00	0.00	0.00	125.00	0.00	125.00
52	Maintenance Mobile Phones	0.00	0.00	0.00	185.00	65.51	119.49
53	Maintenance Loose Tools	0.00	0.00	0.00	1,500.00	215.67	1,284.33
54	Maintenance Staff Training	0.00	0.00	0.00	1,500.00	0.00	1,500.00
55	MUGA	0.00	0.00	0.00	100.00	0.00	100.00
71	Clothing	0.00	0.00	0.00	250.00	3.82	246.18
83	Van Repair	0.00	0.00	0.00	0.00	508.59	-508.59
		<b>£0.00</b>	<b>0.00</b>	<b>£1,470.65</b>	<b>30,185.00</b>	<b>£5,248.31</b>	<b>26,407.34</b>

<u>Pavillion</u>			<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
56	Pavillion Gas	0.00	0.00	0.00	2,500.00	397.18	2,102.82
57	Pavillion Electricity	0.00	0.00	0.00	1,000.00	288.24	711.76
58	Pavillion Water	0.00	0.00	0.00	1,500.00	217.46	1,282.54
59	Pavillion Fire Safety & Security	0.00	0.00	0.00	1,000.00	502.52	497.48
60	Pavillion Waste Collection	0.00	0.00	0.00	2,000.00	390.46	1,609.54
61	Pavillion Cleaning	0.00	0.00	0.00	2,025.00	472.77	1,552.23
70	Pavillion Maintenance	0.00	0.00	0.00	4,975.00	1,811.44	3,163.56
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>15,000.00</b>	<b>£4,080.07</b>	<b>10,919.93</b>

<u>Recreation Centre</u>			<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
67	Contingency/Support	0.00	0.00	0.00	5,000.00	85.50	4,914.50
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>5,000.00</b>	<b>£85.50</b>	<b>4,914.50</b>

<u>Salaries</u>			<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
14	Salaries Admin	0.00	0.00	0.00	64,842.00	12,556.67	52,285.33

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





**Kingsnorth Parish Council  
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	
117	Parish Office - Mobile	24/06/2021		NW Current		Staff Mobile Phones	BT	S	13.54	2.71	16.25	
118	Maintenance Mobile	24/06/2021		NW Current		Staff Mobile Phones	BT	S	27.07	5.42	32.49	
125	Maintenance Loose Tools	25/06/2021		NW Current		Litter pickers	KCS	S	59.20	11.84	71.04	
126	Office Supplies, Postage	25/06/2021		NW Current		Stationery	KCS	S	67.10	13.42	80.52	
127	Maintenance Loose Tools	25/06/2021		NW Current		Loose tools	Trade UK	S	94.15	18.83	112.98	
128	Clothing	25/06/2021		NW Current		Workwear	Trade UK	S	3.82	0.76	4.58	
142	Capital	25/06/2021		Metro Bank		Noticeboards	Parish Noticeboard Co	S	1,290.00	258.00	1,548.00	
120	Salaries	25/06/2021		NW Current		Salaries	Salaries	X	6029.55	0.00	6029.55	
129	Pavilion Maintenance	25/06/2021		NW Current		Goods	Trade UK	X	258.58	0.00	258.58	
141	Office Supplies, Postage	25/06/2021		Metro Bank		postage	Post Office	X	1.29	0.00	1.29	
143	Office Supplies, Postage	28/06/2021		Metro Bank		Admin	Land Registry	X	6.00	0.00	6.00	
145	Cafe Supplies	28/06/2021		Metro Bank		Cafe supplies	Tesco	X	8.72	0.00	8.72	
144	Payroll	30/06/2021		Metro Bank		Payroll	Accounts Unlocked	S	30.00	6.00	36.00	
146	Cafe Supplies	30/06/2021		Metro Bank		Cafe supplies	Bradleys	X	52.30	0.00	52.30	
147	Cafe Supplies	30/06/2021		Metro Bank		Cafe supplies	Landseil	X	227.78	0.00	227.78	
148	Bank Charges	30/06/2021		NW Current		Bank charges	Nabwest	X	10.00	0.00	10.00	
									<b>Total</b>	<b>14,687.60</b>	<b>714.05</b>	<b>15,401.65</b>

**Kingsnorth Parish Council  
RECEIPTS LIST**

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total	
33	Cafe Takings	01/06/2021		Metro Bank		Cafe takings	Paypal	X	206.78	0.00	206.78	
49	Interest	01/06/2021		Metro Bank		Interest	Metro Bank	X	3.19	0.00	3.19	
34	Cafe Takings	02/06/2021		Metro Bank		Cafe takings	Paypal	X	112.55	0.00	112.55	
35	Cafe Takings	10/06/2021		Metro Bank		Cafe takings	Paypal	X	73.92	0.00	73.92	
36	Cafe Takings	14/06/2021		Metro Bank		Cafe takings	Paypal	X	126.73	0.00	126.73	
37	Cafe Takings	15/06/2021		Metro Bank		Cafe takings	Paypal	X	108.55	0.00	108.55	
38	Cafe Takings	17/06/2021		Metro Bank		Cafe takings	Paypal	X	95.32	0.00	95.32	
42	Cafe Takings	17/06/2021		Metro Bank		Cafe takings	Paypal	X	4.45	0.00	4.45	
39	Cafe Takings	21/06/2021		Metro Bank		Cafe takings	Paypal	X	99.96	0.00	99.96	
40	Cafe Takings	22/06/2021		Metro Bank		Cafe takings	Paypal	X	125.53	0.00	125.53	
43	Grants	22/06/2021		NW Current		Cleaning grant	ABC	X	1,500.00	0.00	1,500.00	
44	Maintenance	23/06/2021		NW Current		outside maintenance	Little Acons	X	105.00	0.00	105.00	
41	Cafe Takings	24/06/2021		Metro Bank		Cafe takings	Paypal	X	29.91	0.00	29.91	
47	Pavilion Football	28/06/2021		NW Current		Pavilion Hire	PFR	X	191.00	0.00	191.00	
50	Cafe Takings	28/06/2021		Metro Bank		Cafe takings	Paypal	X	109.46	0.00	109.46	
51	Cafe Takings	29/06/2021		Metro Bank		Cafe takings	Paypal	X	185.01	0.00	185.01	
45	Interest	30/06/2021		NW Reserve		Interest	Nabwest	X	0.07	0.00	0.07	
46	Interest	30/06/2021		NW SIRA		Interest	Nabwest	X	1.80	0.00	1.80	
									<b>Total</b>	<b>3,079.23</b>	<b>0.00</b>	<b>3,079.23</b>

**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				30,115.00	3,089.19	27,048	27,048
Cafe				10,000.00	1,934.30	8,066	8,066
Capital				14,570.00	2,089.41	12,481	12,481
Communications				3,835.00	229.50	3,412	3,412
Income	259,977.30	127,520.58	-132,457				-132,457
Kingsnorth Green Spaces				38,945.00		38,945	38,945
Maintenance		1,470.85	1,471	30,185.00	5,248.31	24,937	28,407
Pavilion				15,000.00	4,080.07	10,920	10,920
Recreation Centre				5,000.00	85.50	4,915	4,915
Salaries				109,550.00	24,993.29	84,557	84,557
Section 137				23,750.00	872.50	22,878	22,878
Subscriptions				2,000.00	1,820.00	380	380
<b>NET TOTAL</b>	<b>259,977.30</b>	<b>128,991.21</b>	<b>-130,986</b>	<b>282,790.00</b>	<b>44,216.07</b>	<b>238,574</b>	<b>107,548</b>
<b>Total for ALL Cost Centres</b>		<b>128,991.21</b>			<b>44,216.07</b>		
<b>V.A.T.</b>		<b>1,722.85</b>			<b>1,745.23</b>		
<b>GROSS TOTAL</b>		<b>130,714.06</b>			<b>45,961.30</b>		

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

- Cllr Ransley updated Councillors on budget items.
- Public toilets at the Moat.
- Pillboxes.
- Sunflower competition.
- Community Café Supplies.
- Benches.
- Christmas decorations.
- Play equipment.

Precept letter  
MUGA hire.  
Conservation fields.  
Bird feeders.  
Habitat planting and works.  
Rates.  
Community Grant Funds.

**b. To review invoices and consider authorising payments.**

Cllr Ransley left the meeting as he declared an interest in this agenda item.

Cllr Townend outlined that an invoice for £3,465.31 required payment for wood to construct sleeper bridges in Washford Farm. The budget was agreed at the June meeting and proposed to councillors to authorise payment.

Cllr Townend reported on the invoice and proposed that the Parish Council agree payment.

**PROPOSED BY CLLR TOWNEND**

**SECONDED BY CLLR S MOSS**

**ALL THOSE IN FAVOUR - 5**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 1**

**Motion moved.**

**c. To receive an update on the new bank accounts.**

Parish Manager confirmed that a business savings account had now been opened with Nationwide and he is currently looking into opening more accounts and will report back at the next meeting of the Parish Council.

**14. 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).
- None added.

**15. Date of Next Meeting**

Tuesday 10<sup>th</sup> August 2021.

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, and members of staff (excluding the Parish Manager) left the meeting.

There being no further business, Cllr Ransley closed the main meeting at 8.55pm

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_