



## KINGSNORTH PARISH COUNCIL

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

Held on Tuesday 10th August 2021 at the Kingsnorth Pavilion at 7.00pm

*The meeting was also made available via Zoom and Facebook Live*

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

**Also, present:** Christine Drury (Assistant Clerk – Finance) Via Zoom, Peter Le Rossignol (Parish Manager) 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 Ben Townend, Cllr Jim Wedgbury, PCSO Anne Martin, KCC Councillor David Robey, Marie Russell (Assistant Clerk, Admin).

#### **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.

#### **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 Jim Wedgbury had connection issues and was unable to provide his update verbally.

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

KCC Councillor David Robey circulated his report prior to the meeting.

#### **3. Approval of Minutes of Tuesday 13<sup>th</sup> July 2021.**

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

##### **Public Minutes**

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

**PROPOSED BY CLLR S MOSS      SECONDED BY CLLR HICKS**  
**ALL THOSE IN FAVOUR - 6      ALL THOSE AGAINST - 0      ABSTENTIONS - 1**

**Motion moved.**

##### **Closed Session Minutes**

William Harvey Hospital Application to be amended to new hospital application for Canterbury Hospital.

**PROPOSED BY CLLR RANSLEY      SECONDED BY CLLR GAURAV**  
**ALL THOSE IN FAVOUR - 6      ALL THOSE AGAINST - 0      ABSTENTIONS - 1**

Motion moved.

#### 4. Parish Community Grant Applications.

- a. To review community grant applications.
- b. To agree/approve/reject applications.

##### **Park Farm Rangers**

Coaches Training Courses

120 Football Kits

Total: £4,750.00

Cllr Ransley moved the meeting into a closed session whilst the finances of Park Farm Rangers were discussed.

Cllr Hicks proposed the grant application be agreed.

**PROPOSED BY CLLR HICKS**

**SECONDED BY CLLR S MOSS**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

Motion moved.

##### **2<sup>nd</sup> Kingsnorth Park Farm Brownies**

To be able to take the children to Kingswood in Ashford for an activity day in July 2022. The grant would cover the cost of each child attending for the day, 9am – 7.30pm including five activities and dinner before departing. The price per child is £37.80. Total cost for 18 Brownies and two Young Leaders is £756. I have included the quote from Kingswood as an attachment, which at this time is a provisional booking.

Cllr S Moss proposed that the grant application be agreed.

**PROPOSED BY CLLR S MOSS**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 7**

**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. Cllr Ransley added an action to write a letter to Ashford Borough Council regarding the Insurance Policy for Kingsnorth Recreation Centre.
- 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. 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. Action carried forward.
- Kingsnorth Village Hall – AGM was held on 13<sup>th</sup> July.
- Future of the Conservation Fields. Cllr Ransley reported that a meeting had taken place on Wednesday 21<sup>st</sup> July. Cllr Ransley still has more work to do on it – action carried forward.
- 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. Action carried forward.
- Purchase of a Flagpole to be placed within the Parish. Parish Manager to obtain permission from Aspire to agree a potential location before applying for planning permission. Action carried forward.
- Signage for the Community Café – Parish Manager has now ordered the noticeboards which will be arriving next week (week commencing 16<sup>th</sup> August 2021). Action Complete.
- 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. A draft leaflet will be produced for the next meeting to be held on 14<sup>th</sup> September 2021.
- Meeting with Kingsnorth Primary School to discuss Parish land for a forest school – meeting is still to be arranged due to school holidays. Action carried forward.
- Vision Statement on Climate Change - what the Parish Council have achieved so far to be published on the Kingsnorth Parish Council website. Parish Council to look at what can be achieved in the

next budget – A conversation took place between Councillors and a meeting will be held prior to the next Parish Council meeting to discuss in more detail.

Cllr Ransley asked Councillors if they had any actions which they would like to add to the Action Sheet. None added.

#### 6. Parish Ward Vacancy

- 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.

The Parish Manager reported that the Park Farm South vacancy has now been advertised on social media and two candidates have so far shown an interest.

#### Financial Matters

To receive the July 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 Maintenan	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)

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

**Cost Centre Name**

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>

**Kingsnorth Green Spaces**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</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>

**Maintenance**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</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>

**Pavilion**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
56	Pavilion Gas	0.00	0.00	0.00	2,500.00	397.18	2,102.82
57	Pavilion Electricity	0.00	0.00	0.00	1,000.00	288.24	711.76
58	Pavilion Water	0.00	0.00	0.00	1,500.00	217.46	1,282.54
59	Pavilion Fire Safety & Security	0.00	0.00	0.00	1,000.00	502.52	497.48
60	Pavilion Waste Collection	0.00	0.00	0.00	2,000.00	390.46	1,609.54
61	Pavilion Cleaning	0.00	0.00	0.00	2,025.00	472.77	1,552.23
70	Pavilion 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>

**Recreation Centre**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</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>

**Salaries**

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</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**  
**Net Position by Cost Centre and Code (Between 01/04/2021 and 30/06/2021)**

<u>Cost Centre Name</u>							
15	Salaries Maintenance	0.00	0.00	0.00	27,743.00	5,360.61	22,382.39
16	Employer Payments	0.00	0.00	0.00	16,965.00	7,076.01	9,888.99
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>109,550.00</b>	<b>£24,993.29</b>	<b>84,556.71</b>

  

<u>Section 137</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>
18	Section 137	0.00	0.00	0.00	6,100.00	0.00	6,100.00
80	Community Grants Fund	0.00	0.00	0.00	10,000.00	0.00	10,000.00
84	Park Security Patrols	0.00	0.00	0.00	2,500.00	0.00	2,500.00
85	Trial Real Nappies Loan Scheme	0.00	0.00	0.00	1,500.00	0.00	1,500.00
86	Outdoor Film Show	0.00	0.00	0.00	1,750.00	872.50	877.50
100	Free use of Pavilion	0.00	0.00	0.00	1,900.00	0.00	1,900.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>23,750.00</b>	<b>£872.50</b>	<b>22,877.50</b>

  

<u>Subscriptions</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>
38	Subscriptions	0.00	0.00	0.00	2,000.00	1,620.00	380.00
		<b>£0.00</b>	<b>0.00</b>	<b>£0.00</b>	<b>2,000.00</b>	<b>£1,620.00</b>	<b>380.00</b>

  

<b>NET TOTAL</b>		<b>£0.00</b>	<b>259,977.30</b>	<b>£128,991.21</b>	<b>282,750.00</b>	<b>£44,216.07</b>	<b>107,547.84</b>
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1 July 2021 (2021-2022)

**Kingsnorth Parish Council**  
**PAYMENTS LIST**

<u>Voucher Code</u>	<u>Date</u>	<u>Minute</u>	<u>Bank</u>	<u>Cheque No</u>	<u>Description</u>	<u>Supplier</u>	<u>VAT Type</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
101	Payroll	01/06/2021	Metro Bank		Payroll	Accounts Unlocked	S	30.00	6.00	36.00
96	Office Rates	01/06/2021	NW Current		Office rates	ABC	X	40.00	0.00	40.00
97	Pavilion Cleaning	01/06/2021	NW Current		cleaning supplies	KCS	X	24.66	0.00	24.66
105	Cafe Supplies	01/06/2021	Metro Bank		Cafe supplies	Bradleys	X	102.55	0.00	102.55
106	Cafe Supplies	01/06/2021	Metro Bank		Cafe supplies	Landcell	X	276.33	0.00	276.33
94	Parish Office Rent	04/06/2021	NW Current		Office rent	KRCT	X	250.00	0.00	250.00
102	Employer Payments	04/06/2021	Metro Bank		Pension contributions	NEST	X	386.38	0.00	386.38
103	Telephone and	07/06/2021	Metro Bank		Telephone	BT	S	156.75	31.35	188.10
104	HR Support	07/06/2021	Metro Bank		HR Support	Outset UK	S	143.33	28.67	172.00
95	Workshop Rent	07/06/2021	NW Current		Workshop lease	Van & Car	Z	398.00	0.00	398.00
99	Capital	09/06/2021	NW Current		Henry Hoover	Tesco	S	82.50	16.50	99.00
98	Pavilion Cleaning	09/06/2021	NW Current		cleaning supplies	Tesco	X	0.40	0.00	0.40
107	Cafe Supplies	09/06/2021	Metro Bank		Cafe supplies	Tesco	X	24.12	0.00	24.12
110	Outdoor Film Show	10/06/2021	Metro Bank		Outdoor film show	Filmbank	S	125.00	25.00	150.00
111	Outdoor Film Show	10/06/2021	Metro Bank		Outdoor film show	Silent Disco	S	747.50	149.50	897.00
109	Contingency/Support	10/06/2021	Metro Bank		boiler contract	British Gas	X	28.50	0.00	28.50
112	Repairs	14/06/2021	Metro Bank		defib spares	Defib Store	S	129.00	25.80	154.80
114	Capital	14/06/2021	Metro Bank		Microphone	Argos	S	133.32	26.67	159.99
115	Van Lease	14/06/2021	NW Current		Van rental	Leaseplan	S	202.12	40.42	242.54
100	Pavilion Cleaning	14/06/2021	NW Current		cleaning	EJP Cleaning Services	X	209.25	0.00	209.25
108	Cafe Supplies	14/06/2021	Metro Bank		Cafe supplies	Tesco	X	13.00	0.00	13.00
113	Pavilion Maintenance	14/06/2021	Metro Bank		lights	ledpanel store	X	300.00	0.00	300.00
130	Vehicle Fuel	15/06/2021	Metro Bank		Van fuel	Fuel Genie	S	159.24	31.85	191.09
134	Office Supplies, Postage	15/06/2021	Metro Bank		Zoom fee	Go Cardless	X	11.99	0.00	11.99
136	Cafe Supplies	15/06/2021	Metro Bank		Cafe supplies	Bloss	X	84.00	0.00	84.00
137	Cafe Supplies	15/06/2021	Metro Bank		Cafe supplies	Tesco	X	21.45	0.00	21.45
138	Pavilion Cleaning	15/06/2021	Metro Bank		Pavilion deep clean	Nisbets	X	35.96	0.00	35.96
135	Office Supplies, Postage	17/06/2021	Metro Bank		cable	Access Fox	S	8.26	1.65	9.91
119	Employer Payments	17/06/2021	NW Current		Tax & NI	HMRC	X	2,028.29	0.00	2,028.29
133	Website	18/06/2021	Metro Bank		Website	Whisper Media	X	68.40	0.00	68.40
132	E-mail	18/06/2021	Metro Bank		E-mail Addresses	Whisper Media	Z	6.10	0.00	6.10
139	Parish Office - Mobile	21/06/2021	Metro Bank		Phone cases	Miracase	S	11.37	2.27	13.64
140	Maintenance Mobile	21/06/2021	Metro Bank		Phone cases	Miracase	S	11.37	2.27	13.64
131	Pavilion Waste Collection	21/06/2021	Metro Bank		Waste	Biffa	X	150.18	0.00	150.18
124	Repairs	22/06/2021	NW Current		Maint goods	Lister Wilder	S	45.62	9.12	54.74
116	Pavilion Maintenance	23/06/2021	NW Current		Pavilion Boiler Cover	British Gas	X	63.56	0.00	63.56

## Kingsnorth Parish Council

## PAYMENTS LIST

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

1 July 2021 (2021-2022)

## Kingsnorth Parish Council

## RECEIPTS LIST

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

1 July 2021 (2021-2022)

**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	27,046	27,046
Cafe				10,000.00	1,934.30	8,066	8,066
Capital				14,570.00	2,089.41	12,481	12,481
Communications				3,635.00	223.50	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		1,470.65	1,471	30,185.00	5,248.31	24,937	26,407
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	1,620.00	380	380
<b>NET TOTAL</b>	<b>259,977.30</b>	<b>128,991.21</b>	<b>-130,986</b>	<b>282,750.00</b>	<b>44,216.07</b>	<b>238,534</b>	<b>107,548</b>

Total for ALL Cost Centres  
V.A.T.  
GROSS TOTAL

128,991.21  
1,722.85  
130,714.06

44,216.07  
1,745.23  
45,961.30

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

**a. To review invoices and consider authorising payment.**

Judges Invoice

Cllr Ransley proposed that the invoice be paid.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR GAURAV**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

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

No update on new bank accounts to report.

**7. 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: 21/01245/AS

Address: 40 Park Wood Close, Kingsnorth, Ashford, Kent, TN23 3NQ

Proposal: Two storey side extension. Single storey front extension with porch and shower room.

Ward: Park Farm North Ward

**Comments: No Objection**

Application Number: 21/01311/AS

Address: The Homelands, Ashford Road, Kingsnorth, Ashford, Kent, TN26 1NJ

Proposal: Construction of 10no. light industrial units with associated landscaping and new canopy to supporter's area to the west of Ashford United Football Club stadium.

Ward: Kingsnorth Village

**Comments: Cllr Ransley suggested Object – The application does not include ecological surveys of an area of land where the development is proposed. Given the protected species in Kingsnorth there could very likely be protected species here. The site represents an unsustainable location in the countryside. Local Plan Policy EMP5 requires that ‘it is essential to be located in the countryside’ which is not the case for general light industrial units. We would also request that the pre-application advice be published, which we understand is intended to be standard practice in the Borough.**

**Cllr Hicks suggested – Support**

**Cllr Ransley proposed that the Parish Council object to this application.**

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR S MOSS**

**ALL THOSE IN FAVOUR - 4**

**ALL THOSE AGAINST - 1**

**ABSTENTIONS - 2**

**Motion moved.**

Application Number: 21/01316/AS

Address: 18 New Rectory Lane, Kingsnorth, Ashford, Kent, TN23 3LY

Proposal: Proposed two storey side extension.

Ward: Proposed two storey side extension.

**Comments: No comment**

Application Number: 21/01317/AS

Address: Isaac Wood near Kiln Farm, Bond Lane, Kingsnorth

Proposal: Erection of agricultural storage building

Ward: Kingsnorth Village

**Comments: No objection**

Application Number: 21/01359/AS

Address: 17 Antonius Court, Kingsnorth, Ashford, Kent, TN23 3PJ

Proposal: Proposed single storey rear extension.

Ward: Roman Ward.



**Comments: No objection provided that, in the interests of amenity and ecological mitigation, a condition secures the provision of a large tree at an alternate location within the garden to replace the large tree which is being lost.**

Application Number: 21/01386/AS

Address: Proposed Telecommunications mast west of, Bluebell Road, Kingsnorth, Kent

Proposal: Prior Notification for proposed 5G telecoms installation: H3G Phase 8 20m high street pole c/w wrap-around cabinet and 3 further additional equipment cabinets.

Ward: Park Farm South

**Comments: No comment.**

Cllr Ransley asked all Councillors if they were happy with the comments as discussed

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR GAURAV**

**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.**

**e. Any other planning matters.**

- i. To consider whether the Parish Council would like Court Lodge, and Kingsnorth Green developments to be part of the South of Ashford Garden Community Management Organisation (CMO).**

Cllr Cosgrove proposed that Kingsnorth Parish Council does not support the Court Lodge and Kingsnorth Green proposed housing developments becoming part of the South Ashford Garden Community Management Organisation (CMO).

**PROPOSED BY CLLR COSGROVE**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

- ii. To consider writing a letter voicing concerns over the decision on Stodmarsh Lakes and Wetland scheme.**

Cllr Wedgbury had asked for the Parish Council to make a comment voicing concerns over the decision on stodmarsh lakes and wetland scheme.

After discussions had taken place Cllr Ransley commented that there is no action to be taken now, but the Parish Council will keep an eye on any developments and bring back to meetings if required.

**8. 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.**

- Correspondence has been sent to the EA with regards to the reservoirs – awaiting response.
- No acknowledgement has been received from the Hospital Trust.
- Residents' health and safety concerns around the areas of grass being left to grow on the playing fields.

**b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.**

**9. 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.

The Parish Manager added the following updates to his report:

- Met with a historian to look at pillboxes around the Parish. A report has been received which the Parish Manager will circulate to Councillors.
- Sunflower competition entries are being sent in from residents of all ages.
- Outdoor Cinema event is now sold out.
- Attended a meeting to discuss possibility of holding a Harvest Festival in the Orchard. The Church will lead with plans and the Parish Council will support them. Local schools will also be involved. Event will take place on the 8<sup>th</sup> September 2021 at 3.30pm.

Cllr Ransley invited Councillors to ask the Parish Manager any questions on his report.

Cllr Cosgrove asked if the Parish Manager had received any feedback from PCSO's on E-Scooters. Cllr Ransley responded that he had met with Chief Inspector Sparkes who had said that if there is intelligence on locations where E-Scooters are being used or details where youths live then the police are happy to take it up with them.

**10. 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 Hicks reported on the following:**

- Attended the service for the Mayor.
- Corresponding with KCC Cllr David Robey around a resident of Church Hill who would like traffic calming to be looked at.
- Would like the Parish Council to consider plans to celebrate the Queen's Platinum Jubilee and for it to be placed on the agenda for the next Parish Council meeting in September.
- Attended a Speedwatch campaign and a car was logged doing over 65mph in a 40mph zone.

**11. 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).

Cllr Hicks requested that the Queen's Platinum Jubilee be added.

**12. Date of Next Meeting**

Tuesday 14<sup>th</sup> September 2021. Cllr Ransley reported that he will be absent for the September meeting and confirmed that Cllr Townend (Vice Chair) will be taking over the meeting. Cllr Hicks reported that she will also be absent for the September meeting.

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 8.41pm

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

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