

KINGSNORTH PARISH COUNCIL

AGENDA



Parish Manager: Mr Peter Le Rossignol
Kingsnorth Recreation Centre,
Field View, Ashford, Kent, TN23 3NZ
Telephone: 01233 502969

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To all Members of the Parish Council.

Notice is hereby given, that the next meeting of the Parish Council is to be held on Tuesday 11th January 2022 starting at 7.00pm and to be held in the **Kingsnorth Sports Pavilion, Church Hill, Kingsnorth, TN23 3EF.**

Please be aware that Parish Council Meetings are recorded.

We will be streaming the meeting live on Zoom and Facebook. If you are not able to attend or not allocated a place but would like to raise anything with the council or ask a question, please [e-mail](mailto:manager@kingsnorthparishcouncil.gov.uk) the Parish Manager. To view the meeting please click on the link below or view on our Facebook page <https://www.facebook.com/KingsnorthPC>

<https://zoom.us/j/96736292465?pwd=N01CMitiM2k4dDNzYXNneG5BZ3pMdz09>

1. **To note those, present and receive apologies.**
2. **To receive declarations of interest.**

Public comments and observations. (Maximum 15 minutes)

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. If residents wish to speak, please contact the Parish manager, on the details at the top of the page, at least 24 hours before the meeting and give an indication of the topic you wish to raise.

Verbal reports from external parties. (Maximum 15 minutes)

External parties may provide updates which are likely to be of interest to the residents of the Parish and Parish Councillors. If a topic is on the agenda and the member can stay for that item they may, at the discretion of the Chair, speak on that item later.

- a. [November PCSO's Report.](#)
 - b. [December PCSO's Report.](#)
 - c. *Ashford Borough Councillor's Reports.*
 - d. *KCC Councillor's Report.*
3. **Minutes**
 - a. [Approval of Minutes of Tuesday 9th November 2021.](#)
 - b. Approval of corrected Minutes of Tuesday 12th October 2021.

(To view the minutes or any item in blue press Ctrl and click on the blue text).
 4. **Parish community grant applications.**
 - a. To review community grant applications submitted in December 2021.
 - b. To agree/approve/reject applications.
 5. **Parish action sheet.**
 - a. [To review progress with items on the action sheet \(see appendix A\).](#)
 - 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).*
 6. **[To consider draft budget for 2022/23.](#)**
 - a. [Queens Platinum Jubilee Event Update and Draft Budget.](#)
 - b. To review footpath creation documents.
 - i. [Original Proposal Document July 2021](#)
 - ii. [First draft budget proposal for footpath's](#)
 - c. [To receive outline costs for play equipment at playing fields.](#)
 - d. To consider if extra staffing is required for 2022/23
 7. **[To agree precept amount for 2022/23 Financial Year.](#)**

8. Policies

- a. [To review and re-adopt amended financial regulations.](#)
- b. [To review and re-adopt Data Protection and Privacy Policy.](#)
- c. To consider if the Parish Council wishes to take a position on the potential conflicts between pedestrians, cyclists, and e-scooters.

9. Financial matters.

- a. Finance Reports
 - i. [To receive the November Finance Report Documents.](#)
 - ii. [To receive the December Finance Report Documents.](#)
- b. To review invoices and consider authorising payment.
- c. [To receive a quotation for repairs to pumps at Pavilion and authorise any further action.](#)

10. Planning matters.

- a. [To consider all planning applications received in December.](#)
- b. [To consider all planning applications received in January.](#)
- c. [To note decisions.](#)
- d. To consider any Appeals and Enforcement Matters.
- e. Any other planning matters.
 - i. To consider whether the Parish Council wishes to amend its position regarding the future management of Courtlodge and the wider large housing developments.
 - ii. [To consider commenting on Proposed diversion of Public Footpath AW306A \(part\), Kingsnorth and Mersham.](#)

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. [Consider making a comment on Ashford Borough Council budget.](#)
 - ii. [Consider letter to Kent County Council emergency planning re updated reservoir flood breach map.](#)
 - iii. [Consider letter to Ashford Borough Council re maintenance of Park Farm Moat.](#)
 - iv. [Consider a letter to Stagecoach re damaged bus shelter in Bluebell Road, Park Farm.](#)

12. Parish Manager Reports

- a. [November Parish Manager's Report.](#)
- b. [December Parish Manager's 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.

13. Parish Councillors reports.

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

14. The next or future Agenda(s).

An indicative table showing intended dates for future items is in [Appendix B](#).

- a. To add / remove / amend items.
- b. To assign Councillors, or others, to the Parish Action Sheet to prepare items for future agenda(s).

15. Date of Next Meeting Tuesday 8th February 2022

Closed Session.

That 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.

16. Kingsnorth Recreation Centre

- a. To discuss correspondence received from Ashford Borough Council.
- b. To discuss payment of office rent.
- c. To authorise any further action required.



Peter Le Rossignol (Kingsnorth Parish Council Manager)

Appendix A

PARISH ACTION SHEET

ACTIONS FROM NOVEMBER MEETING

<u>Matter</u>	<u>Ref.</u>	<u>Date Added</u>	<u>Who's Responsible</u>	<u>Progress since the last PC meeting</u>	<u>Recommendation & Next Steps</u>
Arrange a meeting to discuss the Custodian Trustee contract on the Recreation Centre.	KP7		Parish Manager and Cllr Ransley.	This item was discussed in closed session during November's meeting.	Action carried forward.
Angling Society / Park Farm Moat	KP22	September 2020	Cllr Ransley / Parish Manager	Parish Manager to update.	Ongoing
Future of the conservation fields (between Kings. Village and Park Farm).	KP30	December 2020	Parish Manager / Cllr Ransley	Cllr Ransley to update.	Action carried forward.
Contact landowners regarding potential footpath route(s) in 2021/2022 budget	KP32	January 2021	Parish Manager / Cllr Ransley	Parish Manager to update.	Parish Manager to look at ecology surveys. Action carried forward.
Possibility of the Parish Council finding a suitable location and purchasing a flagpole for the Parish.	KP34	February 2021	Parish Manager	Parish Manager to report on progress	Cllr Ransley will attend an Ashford Borough Council Cabinet meeting. Action carried forward.
Planting of trees around the Parish.	KP39	April 2021	Parish Manager	Parish Manager to update.	Action carried forward.
Kingsnorth Primary School Forest School request.	KP40	June 2021	Parish Manager	Parish Manager to update.	Action carried forward.
Vision Statement on Climate Change.	KP41	June 2021	Parish Manager / Cllr Ransley		Action carried forward.
Research public toilets at the Moat.	KP42	(Budget Item)	Cllr Wedgbury.		Action carried forward.
Play equipment for Kingsnorth Playing Field.	KP43	(Budget Item)	Parish Manager	Cllr Ransley/Parish Manager to look at S106 and the Reconnect Scheme.	Action carried forward.

<u>Matter</u>	<u>Ref.</u>	<u>Date Added</u>	<u>Who's Responsible</u>	<u>Progress since the last PC meeting</u>	<u>Recommendation & Next Steps</u>
Activities to celebrate the Queen's Platinum Jubilee.	KP44	October 2021	Parish Manager / Working Group.		Working group created to discuss potential activities within the Parish. Action carried forward.
Town Council Status	KP45	November	Cllr Hicks		Cllr Hicks to obtain more information and report back at the December meeting.
Southern Water issues.	KP46		Cllr Ransley/Parish Manager	Cllr Cosgrove proposed that the Parish Council support the best infrastructure for residents. Cllr Hicks added that Cllr Cosgrove's proposal should also be included in the Local Plan when it comes forward.	Cllr Ransley to draft a letter using Councillor Cosgrove's proposal.
Consultation on traffic light system works by McDonald's roundabout.	KP47		Cllr Ransley / Parish Manager.	Letter Drafted	
Kingsnorth Medical Practice Appeal.	KP48	November	Cllr Ransley / Parish Manager.	Chase up the planning officer to locate documents for the appeal if there has been one logged and make them public on Ashford Borough Councils planning portal.	

Appendix B

Future Agendas

An indicative table showing future items for the financial year.

<u>Topics</u>
<ul style="list-style-type: none">• Parish Vision Proposal.• Receive proposal for habitat planting /works.• Receive draft of 'Introduction to Kingsnorth' pack content.

Policy Review Months

Document	Review Month
Standing Orders	September
Data Protection and Privacy Policy	December
CHILD AND VULNERABLE ADULT SAFEGUARDING POLICY	
CO-OPTION PROCEDURE	April
FINANCIAL REGULATIONS	September
Kingsnorth Parish Council – Risk Assessment	September