

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 Annual Meeting of the Parish Council is to be held on Tuesday 10th May 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 Elect a Chair for the next 12 months.**
- 2. To Elect a Vice – Chair for the next 12 months.**
- 3. To review committee structure and appoint councillors to outside bodies/committees.**
 - a. [To consider the continuation of current arrangements and membership of all Parish Council committees.](#)
 - b. To appoint councillors or representatives to the following outside bodies.
 - i. KALC – (Ashford Area).
 - ii. Kingsnorth Village Hall Committee.
- 4. To note those, present and receive apologies.**
- 5. 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. *PCSO's Report.*
 - b. *Ashford Borough Councillor's Reports.*
 - c. *KCC Councillor's Report.*
- 6. [Approval of Minutes of Tuesday 12th April 2022.](#)**

To approve the minutes of the previous meeting and if in order sign as a true record.
 - 7. Parish community grant applications.**
 - a. To review community grant applications submitted in April 2022.
 - i. Friends of Kingsnorth Medical Practice.
 - b. To agree/approve/reject applications.
 - 8. [Religious Festivals and Holidays.](#)**
 - a. To discuss and review religious festivals/holidays and agree any further action.

9. [Climate Change Vision and Mission Statement.](#)

- a. To review vision and mission statement and authorise any further action.

10. 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*).

11. Financial matters.

- a. [To receive the April Finance Report Documents.](#)
- b. To review invoices and consider authorising payment.
 - i. Jubilee Event First Aid Cover.
 - ii. Maintenance Vehicle Insurance.

12. Planning matters.

- a. [To consider all planning applications received.](#)
- b. [To note decisions.](#)
- c. To consider any Appeals and Enforcement Matters.
- d. Any other planning matters.
 - i. Kingsnorth Medical Practice Appeal S106.

13. 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.
 - i. [UK Shared Prosperity Fund.](#)
 - ii. [NALC Make a Change Campaign.](#)
- b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.

14. [Parish Managers 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.

15. 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.

16. 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).

17. Date of Next Meeting Tuesday 14th June 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.

18. Staffing Committee Report – To review report and authorise any action



Peter Le Rossignol (Kingsnorth Parish Council Manager)

PARISH ACTION SHEET

ACTIONS FROM APRIL 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> |
|---|------------|-------------------|--|---|--|
| Future of the conservation fields (between Kings. Village and Park Farm). | KP30 | December 2020 | Parish Manager / Cllr Ransley | Cllr Ransley to provide an update. | Action carried forward. |
| Contact landowners regarding potential footpath route(s) in 2021/2022 budget | KP32 | January 2021 | Parish Manager / Cllr Ransley | Cllr Ransley and Parish Manager to contact Ashford Borough Council. | Action carried forward. |
| Possibility of the Parish Council finding a suitable location and purchasing a flagpole for the Parish. | KP34 | February 2021 | Parish Manager | Cllr Ransley to update on progress. | 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 | Cllr Ransley, Cllr Giles, and Cllr Gaurav. | Vision Statement on Main Agenda. Action Complete | To develop specific actions on climate change. |
| Activities to celebrate the Queen's Platinum Jubilee. | KP44 | October 2021 | Parish Manager / Working Group. | Meeting held on 23 rd March at 11am. | Action carried forward. |
| Southern Water issues. | KP46 | | Cllr Ransley/Parish Manager | Letter written and response chased. | Action carried forward. |
| Kingsnorth Medical Practice Appeal. | KP48 | November | Cllr Ransley / Parish Manager. | Parish Manager / Cllr Ransley to provide an update. | Action carried forward. |
| Email KCC and ask for a Safety audit to be carried out on a bus stop on Park Farm. | KP50 | April 2022 | Cllr Ransley / Parish Manager | Cllr Ransley / Parish Manager to provide an update. | |
| Meeting to be held with Len Mayatt re Kingsnorth Recreation Centre/Park Farm MOAT | KP51 | April 2022 | Parish Manager | | |

FUTURE AGENDAS

| Month | Policy |
|--------------|---|
| January | Data Protection and Privacy Policy |
| January | Financial Regulations |
| January | CHILD AND VULNERABLE ADULT SAFEGUARDING POLICY |
| April | Co-Option Procedure |
| September | Standing Orders |
| September | Parish Council Risk Assessment |