



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 12th July 2022 at the Kingsnorth Pavilion at 7.00pm.

The meeting was also made available via Zoom and Facebook Live

Present: Cllr Geoff Cosgrove, Cllr Kumar Gaurav, Cllr Katrina Giles, Cllr Aline Hicks, Cllr Patricia Moss, Cllr Stuart Moss, Cllr James Ransley (Chair), Cllr Ben Townend.

Also, present: Cllr David Robey (Kent County Council), Peter Le Rossignol (Parish Manager), Cllr Neil Shorter (Ashford Borough Council), one member of the public was present at the meeting.

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 meeting.

Cllr Wedgbury and Cllr Barber submitted their apologies to the Parish office prior to the meeting.

2. To receive declarations of Interest.

Cllr Hicks is a trustee for the Kingsnorth Village Hall.

Cllr Ransley is the Deputy Chair, political and campaigning, for the Conservatives.

Public Comments and Observations.

None

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. June PCSO Report.

PCSO report is available online when you sign up for it.

b. Ashford Borough Councillors' Reports

Cllr Trish Cornish, Park Farm North – No report received.

Cllr Tina Hayes, Kingsnorth Village and Bridgefield – No report received.

Cllr Heather Hayward, Roman Ward – No report received – Cllr. Hayward sent in her apologies to the Parish Office prior to the meeting.

Cllr Neil Shorter, Washford Ward reported on the following:

- Ashford Borough Council finance and budgets.

c. KCC Councillors' Reports

Cllr David Robey, Ashford Rural South reported on the following:

- Update on a wall in Washford ward which had been hit by a car.
- Cycle path by the white-water dyke.
- Southern Water meeting for Magpie Hall Road.
- Works around junction 10a.
- Operation Brock.
- Small business loan scheme.

3. Approval of Minutes Tuesday 14th June 2022.

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

PROPOSED BY CLLR COSGROVE
ALL THOSE IN FAVOUR - 6
Motion moved.

SECONDED BY CLLR HICKS
ALL THOSE AGAINST - 0

ABSTENTIONS - 2

4. Parish Community Grant Applications.

- a. To review community grant applications submitted in June 2022.
- b. To agree/approve/reject applications.

None received.

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.

- Future of the Conservation Fields between Kingsnorth Village and Park Farm – Item number 6 on the main agenda.
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget – will be covered under agenda item number 6.
- Kingsnorth Primary School Forest School request – Parish Manager has spoken with the school Head Teacher. Action open.
- Email KCC and ask for a safety audit to be carried out on a bus stop on Park Farm – Parish Manager has contacted KCC again regarding the safety audit. No response has been received. Action open.
- Climate Change working group has met and started putting together a list of potential projects, once more detail is gathered the working group will report back to the Parish Council. Cllr Giles will pick this up under agenda item 17.
- Boundary marking – Action open.
- Resident Award for someone who has done a lot within the Parish – Item number 12 on the main agenda.

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

6. Management of Kingsnorth Conservation Fields

- a. To review recommendation by working group on the future management of the conservation fields and authorise any further action.

The Parish Manager had put together slides of a map of the conservation fields detailing landowners, leases, and sub leases.

Discussions took place between Councillors.

Cllr Cosgrove proposed that the Parish Council look to gain the freehold of the Buffer Zone.

More discussions took place.

Cllr Ransley confirmed that his understanding of the proposal is that the Parish Council approach Ashford Borough Council for the freehold of the Buffer Zone land so that the Parish Council own it. All agreed.

PROPOSED BY CLLR COSGROVE
ALL THOSE IN FAVOUR - 6
Motion moved.

SECONDED BY CLLR HICKS
ALL THOSE AGAINST - 0

ABSTENTIONS - 2

7. Terms of Reference (To review and adopt)

- a. Staffing Committee
- b. Staffing Appeals Committee

The Parish Manager had circulated the terms of reference to all Councillors prior to the meeting.

Amendments were noted on the terms of reference for the Staffing Committee.

PROPOSED BY CLLR TOWNEND
ALL THOSE IN FAVOUR - 8
Motion moved.

SECONDED BY CLLR S MOSS
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

A discussion took place on the terms of reference for the Staffing Appeals Committee.

Amendments were noted on the terms of reference for the Staffing Appeals Committee.

PROPOSED BY CLLR TOWNEND
ALL THOSE IN FAVOUR - 8

SECONDED BY CLLR HICKS
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

8. Cost of Living Support Programme

a. To receive report and authorise any actions.

The Parish Manager had circulated a report to all Councillors prior to the meeting. Cllr Ransley reported that the possible options, from previous conversations were:

- The Parish Council could contribute towards the supply of boxes of food.
- The Parish Council could set up two foodbank collection points, one at the Kingsnorth Recreation Centre and one at the sports pavilion.

Discussions took place between Councillors and the Parish Manager answered questions on how the schemes work.

Cllr Ransley proposed that the Parish Council set up two foodbank collection points as soon as possible and revisit the possibility of a donation once more information has been highlighted.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

9. Jubilee Events Update

a. To receive update and authorise any actions.

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

A conversation took place on potential ideas for parking at the next Country Fayre.

10. Kingsnorth Dog Waste Bag Stations

a. To receive report and authorise any actions.

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

Cllr Hicks proposed that three dog waste bag stations be agreed.

Cllr Ransley commented that it is suggested that three dog waste bag stations be located around the conservation fields and if they work well the Parish Council look at expanding the stations.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

Cllr Ransley invited Cllr Giles to provide an update from the Climate Change meeting.

Cllr Giles reported on the following ideas:

- Wild seed packs for residents.
- Spring flowering bulbs for residents.
- Birdfeeders, or similar, to be offered to residents.
- Electric vehicle for the Parish Grounds and Maintenance Supervisor.
- Solar panels for the pavilion.
- Change current Parish tools to electric tools.
- Reported that the Parish office now uses 100% recycled paper.
- Kingsnorth Community Café will replace current takeaway cups to compostable ones.
- Scrap metal company scheme working with schools and community centres in Ashford.
- Reduce carbon waste.

11. Kingsnorth Community Café

a. To receive report and authorise any actions.

The Parish Manager reported on the following:

- Income and expenditure.
- Projects, possibility of purchasing two picnic benches with plaques stating that they are donated by the Community Café.
- Possibility of purchasing a memorial bench in honour of a volunteer who sadly passed away.

Cllr Townend proposed that two picnic benches and a memorial bench with plaque be purchased.

PROPOSED BY CLLR TOWNEND

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Cllr Townend commended the Community Café volunteers on all the great work they do.

12. Platinum Jubilee Civic Award

a. To receive an update and authorise any actions.

A discussion took place giving possible nomination ideas.
Councillors agreed to defer this item to closed session.

13. Financial Matters.

a. Finance reports.

i. To receive the June Finance Report Documents.

1 July 2022 (2022-2023)

Kingsnorth Parish Council

BANK ACCOUNTS

Metro Bank Current a/c	£6,425.82
Metro Bank Reserve a/c	£100,011.01
NW Reserve 47793368	£8,145.77
NW SIBA 47793120	£140,416.25
NW Current 47793112	£100.00
Nationwide Building Society	£155,077.50
Total in Banks	410,176.35
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Cash	
<hr/>	
GRAND TOTAL (Banks and Cash)	£410,176.35

Kingsnorth Parish Council

Net Position by Cost Centre and Code

Cost Centre Name

<u>Admin</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
21	Payroll				450.00	90.00	360.00
22	HR Support				2,500.00	429.99	2,070.01
23	Staff Training				1,500.00	294.15	1,205.85
24	Councillor Training				1,000.00		1,000.00
25	Councillor/Chairman's Allo				750.00	140.00	610.00
26	Bank Charges				40.00	10.00	30.00
27	Audit Fees				1,120.00	180.00	940.00
28	Professional Fees				600.00		600.00
29	Insurance				2,500.00		2,500.00
30	Office Supplies, Postage &				1,250.00	761.07	488.93
31	Telephone and Broadband				2,250.00	490.59	1,759.41
32	Photocopier and Printer				1,250.00	365.51	884.49
33	Computer Support and Ma				2,000.00	552.99	1,447.01
34	Account Software				985.00		985.00
35	Online HR Platform				150.00		150.00
36	Parish Office Rent				3,000.00		3,000.00
37	Parish Office - Mobile Pho				264.00	69.24	194.76
101	Office Rates				1,500.00	319.14	1,180.86
102	Sunflower Competition				300.00		300.00
					23,409.00	£3,702.68	19,706.32

<u>Cafe</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
62	Cafe Supplies			17.33	7,500.00	2,178.82	5,338.51	
63	Cafe Consumables				50.00		50.00	
64	Cafe Workwear				150.00		150.00	
65	Cafe Equipment				500.00	111.89	388.11	
66	Cafe Admin				300.00		300.00	
72	Cafe Donations					35.97	-35.97	
					£17.33	8,500.00	£2,326.68	6,190.65

<u>Capital</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
39	Capital					1,505.46	-1,505.46
95	Benches				1,250.00	495.00	755.00
96	Christmas Lights/Decorati				4,500.00		4,500.00
107	Parish Signage				2,000.00		2,000.00
108	Picnic Benches				1,143.74	850.00	293.74
					8,893.74	£2,850.46	6,043.28

<u>Communications</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
19	E-mail				820.80	205.20	615.60
20	Website				73.20	18.30	54.90
78	Advertising and Awarenes						
82	Mapping App						
93	Kingsnorth Welcome Pack				2,000.00		2,000.00
94	Precept Letter				500.00		500.00
					3,394.00	£223.50	3,170.50

<u>Income</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
1	Precept		262,401.48	131,200.74			-131,200.74
2	Grants						
5	Interest		75.00	69.94			-5.06
6	Pavilion Hire		500.00	583.13			83.13
7	Pavilion Football		2,520.00	630.00			-1,890.00
8	MUGA - School Hire		1,500.00				-1,500.00
9	MUGA - Casual Hire		500.00	217.50			-282.50

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code

<u>Cost Centre Name</u>					
10	Maintenance	500.00	100.00		-400.00
11	Cafe Takings	13,000.00	4,323.43		-8,676.57
12	Cafe Grants				
13	VAT Reclaim				
73	General Admin				
119	Queens Jubilee		2,957.50	2,957.50	
		280,996.48	£140,082.24	£2,957.50	-143,871.74

<u>Kingsnorth Green Spaces</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
87	Footpath Creation				50,000.00		50,000.00
88	Sleeper Bridges						
89	Bulb Planting				500.00		500.00
90	Community Farm Project						
91	Bird Feeders				500.00		500.00
92	Habitat Planting/Works				2,500.00		2,500.00
109	Climate Change Strategy				2,500.00		2,500.00
					56,000.00		56,000.00

<u>Maintenance</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
40	Repairs				1,250.00	219.72	1,030.28
41	Playing Fields				10,500.00	1,000.00	9,500.00
42	Playing Fields CCTV				1,500.00		1,500.00
43	Playing Fields Playground				1,800.00		1,800.00
44	Van Lease				2,500.00	628.86	1,871.14
45	Vehicle Fuel				2,500.00	858.61	1,641.39
46	Vehicle Tax				50.00		50.00
47	Maintenance Vehicle Insur				1,250.00	1,171.77	78.23
48	Workshop Rent				4,776.00	1,194.00	3,582.00
49	Workshop Rates						
50	Workshop Insurance						
51	Workshop Electric				150.00		150.00
52	Maintenance Mobile Phon				528.00	138.51	389.49
53	Maintenance Loose Tools				1,500.00	226.92	1,273.08
54	Maintenance Staff Training				1,500.00		1,500.00
55	MUGA				100.00	20.90	79.10
71	Clothing				250.00		250.00
83	Van Repair					6.24	-6.24
104	Kickstart Expenses						
					30,154.00	£5,465.53	24,688.47

<u>Pavilion</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
56	Pavilion Gas				2,500.00	314.73	2,185.27
57	Pavilion Electricity				1,000.00	445.96	554.04
58	Pavilion Water				750.00	32.72	717.28
59	Pavilion Fire Safety & Sec				1,000.00	632.66	367.34
60	Pavilion Waste Collection				1,750.00	327.60	1,422.40
61	Pavilion Cleaning				2,750.00	725.00	2,025.00
70	Pavilion Maintenance				4,975.00	485.72	4,489.28
					14,725.00	£2,964.39	11,760.61

<u>Queens Jubilee</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
110	Fun Fair			300.00	7,000.00	5,500.00	1,800.00
111	Toilets				1,250.00	1,340.00	-90.00
112	First Aid				1,250.00	1,204.00	46.00
113	PA System				1,250.00		1,250.00
114	Security				700.00	832.00	-132.00
115	Decorations			24.52	2,431.32	865.62	1,590.22
116	Radios				150.00		150.00
117	Beacon			34.51	490.00		524.51

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code

<u>Cost Centre Name</u>							
118 Contingency			1,000.00	1,452.10	2,525.99	-73.89	
			£1,359.03	15,973.42	£12,267.61	5,064.84	
<u>Recreation Centre</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
67 Contingency/Support							
<u>Salaries</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
14	Salaries Admin				60,951.55	12,381.91	48,569.64
15	Salaries Maintenance				25,719.20	5,182.13	20,537.07
16	Employer Payments				30,000.00	8,010.45	21,989.55
103	Kickstart Salary						
					116,670.75	£25,574.49	91,096.26
<u>Section 137</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
18	Section 137					43.68	-43.68
80	Community Grants Fund				10,000.00	2,432.22	7,567.78
84	Park Security Patrols					1,484.00	-1,484.00
85	Trial Real Nappies Loan S				1,500.00	150.00	1,350.00
86	Outdoor Film Show				7,500.00	21.00	7,479.00
100	Free use of Pavilion				950.00		950.00
105	Outdoor Film Show donati						
106	Festive lights expenses						
					19,950.00	£4,130.90	15,819.10
<u>Subscriptions</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
38	Subscriptions				2,000.00	1,655.00	345.00
					2,000.00	£1,655.00	345.00
NET TOTAL			280,996.48	£141,458.60	299,669.91	£64,118.74	96,013.29

Voucher Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
131 Contingency	01/06/2022	Metro Bank Current a/c	Queens Jubilee Stakes	True Traders Ltd	S	79.52	15.90	95.42
132 Office Supplies, Postage & Admin	01/06/2022	Metro Bank Current a/c	land documents	Land Registry	X	6.00	0.00	6.00
133 Office Supplies, Postage & Admin	01/06/2022	Metro Bank Current a/c	land documents	Land Registry	X	3.00	0.00	3.00
147 Office Rates	01/06/2022	NW Current 47793112	Office rates	ABC	X	106.38	0.00	106.38
122 Contingency	06/06/2022	Metro Bank Current a/c	Queens Jubilee Stakes	Screwfix Direct Ltd	S	99.98	20.00	119.98
125 Office Supplies, Postage & Admin	06/06/2022	Metro Bank Current a/c	Operation London Bridge - Paper	Barnard & Westwood Ltd	S	218.36	43.67	262.03
126 Contingency	06/06/2022	Metro Bank Current a/c	Queens Jubilee Money Belts	Amazon	S	74.85	14.97	89.82
127 Office Supplies, Postage & Admin	06/06/2022	Metro Bank Current a/c	Office supplies	Tesco	S	10.83	2.17	13.00
128 Contingency	06/06/2022	Metro Bank Current a/c	Queens Jubilee Money Belts	Amazon	S	8.32	1.66	9.98
129 Telephone and Broadband	06/06/2022	Metro Bank Current a/c	Telephone	BT	S	167.01	33.40	200.41
121 Cafe Supplies	06/06/2022	Metro Bank Current a/c	Cafe supplies	Landsell	X	321.45	0.00	321.45
123 Cafe Supplies	06/06/2022	Metro Bank Current a/c	Cafe supplies	Tesco	X	3.87	0.00	3.87
124 Office Supplies, Postage & Admin	06/06/2022	Metro Bank Current a/c	Car Parking	ABC	X	2.60	0.00	2.60
130 Contingency	06/06/2022	Metro Bank Current a/c	Queens Jubilee Float	Metro Bank	X	1,000.00	0.00	1,000.00
146 Workshop Rent	06/06/2022	NW Current 47793112	Workshop lease	Van & Car	Z	398.00	0.00	398.00
134 HR Support	07/06/2022	Metro Bank Current a/c	HR Support	Outset UK	X	143.33	28.67	172.00
135 Contingency	07/06/2022	Metro Bank Current a/c	Queens Jubilee Entertainment	Applause Rural Touring	X	275.00	0.00	275.00
136 Pavilion Cleaning	07/06/2022	Metro Bank Current a/c	cleaning	EJP Cleaning Services	X	261.00	0.00	261.00
137 Contingency	07/06/2022	Metro Bank Current a/c	Queens Jubilee Photos	SH Photography	X	50.00	0.00	50.00
139 Cafe Supplies	08/06/2022	Metro Bank Current a/c	Cafe supplies	Tesco	X	5.16	0.00	5.16
138 Security	08/06/2022	Metro Bank Current a/c	Queens Jubilee Security	5XL Security	Z	832.00	0.00	832.00
142 Contingency	09/06/2022	Metro Bank Current a/c	Queens Jubilee Volunteer Thank You	Foda Box Retail Ltd	X	3.85	0.00	3.85
140 Office Supplies, Postage & Admin	09/06/2022	Metro Bank Current a/c	Office supplies	Viking Supplies	S	18.55	3.71	22.26
141 Office Supplies, Postage & Admin	09/06/2022	Metro Bank Current a/c	Zoom fee	Zoom	S	11.99	2.40	14.39
143 Staff Training	10/06/2022	Metro Bank Current a/c	Staff Team Building Session	Wide Eyes Falconry c/c	Z	250.00	0.00	250.00
144 Outdoor Film Show	13/06/2022	Metro Bank Current a/c	Temporary Event Notice	ABC	X	21.00	0.00	21.00
145 Playing Fields	13/06/2022	Metro Bank Current a/c	White Marking - Running Tracks	Pitch-Master	X	100.00	0.00	100.00
149 Cafe Supplies	14/06/2022	Metro Bank Current a/c	Cafe supplies	Tesco	X	7.74	0.00	7.74
148 Vehicle Fuel	14/06/2022	Metro Bank Current a/c	Van fuel	Fuel Genie	S	392.51	78.50	471.01
151 Playing Fields	15/06/2022	Metro Bank Current a/c	Annual Pest Control Contract	Bounty Pest	S	450.00	90.00	540.00
152 Park Security Patrols	15/06/2022	Metro Bank Current a/c	Park Security Patrols	Ward Security	S	532.00	106.40	638.40
150 Cafe Supplies	15/06/2022	Metro Bank Current a/c	Cafe supplies	Brakes	X	307.03	0.00	307.03
153 E-mail	16/06/2022	Metro Bank Current a/c	E-mail Addresses	Microsoft	X	68.40	0.00	68.40
154 Office Supplies, Postage & Admin	17/06/2022	Metro Bank Current a/c	land documents	Land Registry	X	6.00	0.00	6.00
155 Cafe Supplies	17/06/2022	Metro Bank Current a/c	Cafe supplies	Bradleys	X	155.16	0.00	155.16
162 Employer Payments	17/06/2022	NW Current 47793112	Tax & NI	HMRC	X	2,075.36	0.00	2,075.36
172 Cafe Supplies	20/06/2022	NW Current 47793112	Cafe supplies	P Le Rossignol	X	28.75	0.00	28.75
156 Website	20/06/2022	Metro Bank Current a/c	Website	Whisper Media	Z	6.10	0.00	6.10
157 Cafe Supplies	20/06/2022	Metro Bank Current a/c	Cafe supplies	Bradleys	X	95.70	0.00	95.70
158 Community Grants Fund	20/06/2022	Metro Bank Current a/c	Community Grant	1st Kingsnorth Guides	X	2,400.00	0.00	2,400.00
159 Contingency	20/06/2022	Metro Bank Current a/c	Printing	ABC	X	146.03	29.21	175.24
160 Playing Fields	20/06/2022	Metro Bank Current a/c	Annual Pest Control Contract	Bounty Pest	S	450.00	90.00	540.00
173 Employer Payments	21/06/2022	Metro Bank Current a/c	Pension contributions	NEST	X	377.01	0.00	377.01
174 Cafe Supplies	21/06/2022	Metro Bank Current a/c	Cafe supplies	Tesco	X	15.00	0.00	15.00
175 Cafe Supplies	21/06/2022	Metro Bank Current a/c	Cafe supplies	Tesco	X	21.20	0.00	21.20
176 Queens Jubilee	21/06/2022	Metro Bank Current a/c	Country Fayre Charity Donation	The Limes Community	X	2,500.00	0.00	2,500.00
177 Queens Jubilee	21/06/2022	Metro Bank Current a/c	Country Fayre Charity Donation	The Limes Community	X	457.50	0.00	457.50
178 Cafe Supplies	22/06/2022	Metro Bank Current a/c	Cafe supplies	Landsell	X	272.74	0.00	272.74
179 Cafe Supplies	23/06/2022	Metro Bank Current a/c	Cafe supplies	Tesco	X	7.60	0.00	7.60
180 Cafe Supplies	24/06/2022	Metro Bank Current a/c	Cafe supplies	Tesco	X	17.70	0.00	17.70
163 Salaries	24/06/2022	NW Current 47793112	Salaries	Salaries	X	5,847.45	0.00	5,847.45
168 Pavilion Maintenance	24/06/2022	NW Current 47793112	Pavilion supplies	KCC	X	98.34	0.00	98.34
169 Capital	24/06/2022	NW Current 47793112	hand dryer	Screwfix Direct Ltd	X	275.46	0.00	275.46
170 Pavilion Maintenance	24/06/2022	NW Current 47793112	Goods	Screwfix Direct Ltd	X	116.73	0.00	116.73
171 MUGA	24/06/2022	NW Current 47793112	padlock	Screwfix Direct Ltd	X	20.90	0.00	20.90
190 Parish Office - Mobile Phone	24/06/2022	NW Current 47793112	Staff Mobile Phones	BT	S	23.08	4.62	27.70
191 Maintenance Mobile Phones	24/06/2022	NW Current 47793112	Staff Mobile Phones	BT	S	46.17	9.23	55.40
188 Pavilion Electricity	24/06/2022	NW Current 47793112	Pavilion electricity	SSE	X	445.96	0.00	445.96
161 Van Lease	24/06/2022	NW Current 47793112	Van rental	Leaseplan	S	202.12	40.42	242.54
167 Office Supplies, Postage & Admin	24/06/2022	NW Current 47793112	Stationery	KCC	S	7.95	1.59	9.54
181 Cafe Supplies	27/06/2022	Metro Bank Current a/c	Cafe supplies	Tesco	X	18.10	0.00	18.10
182 Cafe Donations	27/06/2022	Metro Bank Current a/c	Café Volunteer Get Well Gift	Euroflorist	X	35.97	0.00	35.97
185 Staff Training	30/06/2022	Metro Bank Current a/c	Staff Training	The Dog House	X	44.15	0.00	44.15
186 Pavilion Waste Collection	30/06/2022	Metro Bank Current a/c	Waste	Trident Waste Manager	X	117.00	0.00	117.00
187 Pavilion Waste Collection	30/06/2022	Metro Bank Current a/c	Waste	Trident Waste Manager	X	93.60	0.00	93.60
189 Bank Charges	30/06/2022	NW Current 47793112	Bank charges	Natwest	X	10.00	0.00	10.00
183 Payroll	30/06/2022	Metro Bank Current a/c	Payroll	Accounts Unlocked	S	30.00	6.00	36.00
184 Community Grants Fund	30/06/2022	Metro Bank Current a/c	trophy	Running Imp Ltd	S	32.22	6.45	38.67
Total						22,726.78	628.97	23,355.75

Kingsnorth Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
51 Contingency	06/06/2022		Metro Bank Current a/		Queens Jubilee Float	Cash	X	1,000.00		1,000.00
48 Queens Jubilee	06/06/2022		Metro Bank Current a/		Queens Jubilee Takings	Cash	X	2,465.10		2,465.10
49 Queens Jubilee	07/06/2022		Metro Bank Current a/		Queens Jubilee Bar Payment	Prosecco Bottle Bar	X	100.00		100.00
50 Queens Jubilee	07/06/2022		Metro Bank Current a/		Queens Jubilee Ice Cream Pay	Crown Ice Creams	X	150.00		150.00
52 Beacon	08/06/2022		Metro Bank Current a/		Beacon Lighting Refreshments	Cash	X	34.51		34.51
56 Pavilion Hire	08/06/2022		NW Current 47793112		Pavilion Hire	Rob Wood	X	105.00		105.00
53 Cafe Takings	09/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	90.10		90.10
55 Cafe Takings	13/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	35.85		35.85
63 Pavilion Hire	13/06/2022		NW Current 47793112		Pavilion Hire	Scouts	X	82.50		82.50
57 Queens Jubilee	14/06/2022		Metro Bank Current a/		Mr Greek Donation	Mr Greek	X	100.00		100.00
58 Cafe Takings	14/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	110.23		110.23
65 MUGA - Casual Hire	14/06/2022		NW Current 47793112		Muga & Pavilion Hire	TuneIn2Futsal	X	80.00		80.00
66 MUGA - Casual Hire	14/06/2022		NW Current 47793112		Muga & Pavilion Hire	TuneIn2Futsal	X	37.50		37.50
67 MUGA - Casual Hire	14/06/2022		NW Current 47793112		Muga & Pavilion Hire	TuneIn2Futsal	X	100.00		100.00
68 Pavilion Hire	14/06/2022		NW Current 47793112		Muga & Pavilion Hire	TuneIn2Futsal	X	50.00		50.00
59 Cafe Takings	16/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	109.00		109.00
60 Cafe Supplies	16/06/2022		Metro Bank Current a/		Cafe Refund - Brakes	Brakes	X	17.33		17.33
64 Pavilion Hire	16/06/2022		NW Current 47793112		Pavilion Hire	Abigail Packham	X	82.50		82.50
61 Queens Jubilee	17/06/2022		Metro Bank Current a/		Country Fayre Doughnut Stall	L Shaw	X	62.40		62.40
62 Cafe Takings	20/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	49.13		49.13
69 Cafe Takings	21/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	152.36		152.36
79 Pavilion Football	21/06/2022		NW Current 47793112		Pavilion Hire	PFR	X	210.00		210.00
78 Maintenance	22/06/2022		NW Current 47793112		Grass Cutting	Ashford Town Cricket Club	X	50.00		50.00
70 Cafe Takings	22/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	660.16		660.16
71 Cafe Takings	23/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	132.16		132.16
72 Cafe Takings	27/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	59.66		59.66
73 Cafe Takings	28/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	126.95		126.95
74 Cafe Takings	30/06/2022		Metro Bank Current a/		Cafe takings	Paypal	X	96.46		96.46
75 Interest	30/06/2022		Metro Bank Reserve a		Interest	Metro Bank	X	4.11		4.11
76 Interest	30/06/2022		NW Reserve 47793361		Interest	Metro Bank	X	0.67		0.67
77 Interest	30/06/2022		NW SIBA 47793120		Interest	Natwest	X	12.07		12.07
Total								6,365.75		6,365.75

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1 of 1

1 July 2022 (2022-2023)

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

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Admin			0.00 (N/A)	23,409.00	3,702.68	19,706.32 (84%)	19,706.32
Cafe		17.33	17.33 (1733%)	8,500.00	2,326.68	6,173.32 (72%)	6,190.65
Capital			0.00 (N/A)	8,893.74	2,850.46	6,043.28 (67%)	6,043.28
Communications			0.00 (N/A)	3,394.00	223.50	3,170.50 (93%)	3,170.50
Income	280,996.48	140,082.24	-140,914.24 (-50%)		2,957.50	-2,957.50 (-2957%)	-143,871.74
Kingsnorth Green Spaces			0.00 (N/A)	56,000.00		56,000.00 (100%)	56,000.00
Maintenance			0.00 (N/A)	30,154.00	5,465.53	24,688.47 (81%)	24,688.47
Pavilion			0.00 (N/A)	14,725.00	2,964.39	11,760.61 (79%)	11,760.61
Queens Jubilee		1,359.03	1,359.03 (135903%)	15,973.42	12,267.61	3,705.81 (23%)	5,064.84
Recreation Centre			0.00 (N/A)			0.00 (N/A)	0.00
Salaries			0.00 (N/A)	116,670.75	25,574.49	91,096.26 (78%)	91,096.26
Section 137			0.00 (N/A)	19,950.00	4,130.90	15,819.10 (79%)	15,819.10
Subscriptions			0.00 (N/A)	2,000.00	1,655.00	345.00 (17%)	345.00
NET TOTAL	280,996.48	141,458.60	-139,537.88 (-49%)	299,669.91	64,118.74	235,551.17 (78%)	96,013.29

Total for ALL Cost Centres	141,458.60	64,118.74
V.A.T.	5,430.85	2,952.39
GROSS TOTAL	146,889.45	67,071.13

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

b. To review invoices and consider authorising payment.

Patrols

Cllr Townend proposed that the invoices be paid.

PROPOSED BY CLLR TOWNEND

SECONDED BY CLLR S MOSS

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST -

ABSTENTIONS - 0

Motion moved.

14. Planning Matters.

a. To consider all planning applications received in June.

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

Application Number: 12/00400/COAO/AS

Address: Land at Chilmington Green, Ashford Road, Great Chart, Kent

Proposal: Discharge Condition 17 (Detailed Phase 2 Masterplan)

Ward:

Comments: Make no comment as the conditions being discharged are unlikely to result in notable effects on our residents.

Application Number: 12/00400/COAR/AS

Address: Land at Chilmington Green, Ashford Road, Great Chart, Kent

Proposal: Discharge of condition 29 (Access & strategic vehicular routes plan - Chilmington green road closure)

Ward:

Comments: Make no comment as the conditions being discharged are unlikely to result in notable effects on our residents.

Application Number: 22/00827/AS

Address: 23 Penn Hill, Kingsnorth, Ashford, Kent, TN23 5UG

Proposal: Certificate of lawful development - Proposed rear single storey extension

Ward: Washford Ward

Comments: Make no comment as this has already been determined

Application Number: 22/00885/AS

Address: Upper Bilham House, Cheesemans Green Lane, Mersham, Ashford, Kent, TN25 7HY

Proposal: Change of use of agricultural land to provide yard area expansion to afford access; erection of security fencing & gates and provision of new site access roadway (revision to planning permission 21/01721/AS to relocate approved new access roadway to utilise existing entrance.

Ward: Bridgefield

Comments: No objection

Application Number: 22/00904/AS

Address: 2 Remus Close, Kingsnorth, Ashford, Kent, TN23 3PY

Proposal: Lawful Development Certificate - Proposed - Single storey rear extension

Ward: Roman Ward

Comments: Noted

Application Number: 22/00821/AS

Address: 37 Haywain Close, Kingsnorth, Ashford, Kent, TN23 3QL

Proposal: Retrospective conversion of garage into habitable room

Ward: Roman Ward

Comments: No objection

Application Number: 22/00849/AS

Address: 37 Newlands, Kingsnorth, Ashford, Kent, TN23 5LA

Proposal: Proposed single storey rear and side extension

Ward: Washford Ward.

Comments: No objection

Application Number: 22/00962/AS

Address: 15 Kestrel Close, Kingsnorth, Ashford, Kent, TN23 3RB

Proposal: Certificate of lawful development - Proposed vehicular crossover and hardstanding which will be built with either permeable resin material or blockwork with a soak away installed

Ward: Park Farm South Ward.

Comments: Support

Application Number: 22/00970/AS

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

Proposal: Certificate of lawful development - Proposed replacement rear extension, side extension and roof skylight

Ward: Kingsnorth Village

Comments: Noted

Application Number: 22/00973/AS

Address: Warren Cottage, Stumble Lane, Kingsnorth, Ashford, Kent, TN23 3EZ

Proposal: Demolishing of Conservatory Side Extension of Garage to become double garage. Loft Conversion with situated dormers. Removal of front door that was previously used for a shopfront

Ward: Kingsnorth Village

Comments: a modest extension on a corner plot and in keeping with what many residents are doing these days i.e., using the loft space. Suggest support.

Application Number: 22/01047/AS

Address: Field Side, Pound Lane, Kingsnorth, Ashford, TN23 3EJ

Proposal: Proposed replacement two storey rear extension with additional roof-lights to match existing.

Ward: Kingsnorth Village, & Bridgefield Ward

Comments: No objection

Application Number: 22/01016/AS

Address: 7 Butterside Road, Kingsnorth, Ashford, Kent, TN23 3PD

Proposal: Proposed garage conversion and front extension of garage

Ward: Park Farm North Ward

Comments: Not currently available on the portal

22/00154/TP

4 Shepherd Close, Kingsnorth, Ashford, Kent, TN23 3GT

T1 - To remove selective low branches to achieve a 4m crown raise from ground and 3m prune back from the property. Also, to remove badly pruned low branches as they are under the canopy of the tree and will eventually die back leaving large and dangerous deadwood. T2 - To remove selective rubbing branch and prune back side of tree nearest the property by 2m as it is restricting sunlight into the garden.

Comments: The Parish Council is unable to form a view and comment due to the limited information available on the portal.

Cllr S Moss proposed that all comments be agreed and forwarded to Ashford Borough Council planning via the portal.

PROPOSED BY CLLR S MOSS

ALL THOSE IN FAVOUR - 8

SECONDED BY CLLR HICKS

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

b. To note decisions.

Decisions were noted, no questions from Councillors.

c. To consider any appeals and enforcement matters.

None.

d. Any other planning matters.

Cllr Cosgrove reported that he had been contacted by residents of Steeds Lane regarding planning application 21/01525.

15. 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 authorise any actions.

- Letter has been received from Cllr Heather Hayward thanking Kingsnorth Parish Council for their donation to the Limes Community Garden.
- Request that Kingsnorth Parish Council writes to Ashford Borough Council regarding the fishing in the pond at Primrose Drive. The Parish Manager has drafted a letter.

Cllr Giles proposed that the letter be sent to Ashford Borough Council.

PROPOSED BY CLLR GILES

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

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

16. Parish Manager Reports.

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

No Councillors had any questions on the Parish Managers report.

17. 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 Ark Drama performance, Ark Drama gave public thanks to Kingsnorth Parish Council.
- Attended KALC (Kent Association of Local Councils) meeting.
- Stodmarsh.

Cllr Townend reported on the following:

- Thanked the Parish Manager and Grounds & Maintenance Supervisor for purchasing and placing a memorial bench for Bryan Curtis in Bridgefield.

Cllr Cosgrove reported on the following:

- Request for new football club in Kingsnorth asking if Kingsnorth Parish Council could help in spreading the word to residents.

18. 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.

19. Date of Next Meeting

Tuesday 9th August 2022.

There being no further business, Cllr Ransley closed the main meeting at 9:21pm

Signature: _____

Date: _____