



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 9th August 2022 at the Kingsnorth Pavilion at 7.00pm.

The meeting was also made available via Zoom and Facebook Live

Present: Cllr Shelley Barber, Cllr Katrina Giles, Cllr Aline Hicks, Cllr James Ransley (Chair), Cllr Jim Wedgbury.

Also, present: Peter Le Rossignol (Parish Manager), Marie Russell (Assistant Clerk, Admin), 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 Gaurav, Cllr Geoff Cosgrove, Cllr Patricia Moss, Cllr Stuart Moss, and Cllr Ben Townend 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.

Cllr Wedgbury is now a paid USDAW Union Representative.

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. July PCSO Report.

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

b. Ashford Borough Councillors' Reports

Cllr Neil Shorter, Washford – No report received.

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 Jim Wedgbury, Park Farm South, reported on the following:

- Acoustic cameras
- Aspire doing a great job cutting hedges around the Parish.
- Awaiting confirmation on a date for works to begin on the Moat Play area.

c. KCC Councillors' Reports

Cllr David Robey, Ashford Rural South.

Cllr Robey submitted his apologies to the Parish office and sent a report prior to the meeting which was then circulated to all Councillors.

3. Approval of Minutes Tuesday 12th July 2022.

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

Cllr Ransley proposed that the approval of the minutes from 12th July 2022 be moved to the next meeting due to there not being 4 Councillors present that attended the July meeting.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 5

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

4. Parish Community Grant Applications.

a. To review community grant applications submitted in July 2022.

i. Kingsnorth Church

Grant amount requested - £1,250.00

To care and maintain the churchyard, which if closed becomes the responsibility of Kingsnorth Parish Council.

b. To agree/approve/reject applications.

Cllr Wedgbury proposed that the grant application be approved.

Cllr Barber recommended that the churchyard maintenance be included in the future budget.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 5

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.

- Future of the Conservation Fields between Kingsnorth Village and Park Farm – ABC are currently reviewing what their position is so that they can come back with a response. ABC are likely to come back with questions on what the Parish Council intend, Cllr Ransley asked Councillors if they were happy for him to respond with details from the last meeting. All agreed.
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget –Route alongside the back of the Recreation Centre, (which would bring you from the football pitches down to Ashford Road) is owned by ABC, but Cllr Shorter is a tenant on the land and in principle is happy with the potential proposed footpath route. Cllr Ransley suggested that the Parish Manager obtains a quote and brings details back to Councillors at the next meeting. Councillors asked that a gate also be looked at for the footpath.
- Kingsnorth Primary School Forest School request – Has been chased but still no response. Cllr Wedgbury proposed this action be removed and brought back to the Parish Council if required. All Councillors agreed. Action to be removed.
- 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. KCC have responded, no further action required. Action closed.
- 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. Meeting to be scheduled prior to the September Parish Council meeting.
- Boundary marking – Parish Manager awaiting some information. Action open.
- Resident Award for someone who has done a lot within the Parish – Applications have now been sent. Action completed.

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

- Memorial Bench to be located near Kingsnorth Primary School.
- Country Fayre working group – Cllr Wedgbury and Cllr Hicks.

6. Outdoor Cinema Event 2022.

a. To receive an update on the event and authorise any action.

Tickets for the Outdoor Cinema Event are now available, and most tickets have already been sold.

Discussions took place on where any funds generated from the event will go to.

Cllr Hicks proposed that any funds go into the Parish Council Community Grant Fund for charities to apply for. Parish Manager to enquire about more charities to potentially apply for a grant from the Grant Fund.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 5
Motion moved.

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

7. Kingsnorth Recreation Centre

- a. To receive an update on discussions and authorise any actions.
- b. Correspondence received since July Parish Council meeting.
- c. To discuss any items in closed session (if necessary).

Cllr Ransley provided an update to Councillors.

Cllr Wedgbury proposed that this agenda item be deferred to the September meeting when more Councillors will be in attendance.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 5

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

8. Kingsnorth Country Fayre – Fairground rides.

- a. To review quote for Fairground rides for the Kingsnorth Country Fayre 2023 and authorise any action.

Discussions took place between Councillors.

Cllr Wedgbury proposed that delegation be given to Parish office staff to book fairground rides including two small children's rides with a budget of up to £8,000 for the 2023 Kingsnorth Country Fayre.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 5

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

9. Kingsnorth Christmas Light Competition

- a. To review quote for a bespoke Kingsnorth Christmas Light competition and authorise any actions.

The Parish Manager reported on Kingsnorth Christmas Light competition and answered questions from Councillors.

Cllr Wedgbury proposed that the competition be agreed with a budget up to £2,000.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 5

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

10. Financial Matters.

- a. Finance reports.

- i. To receive the July Finance Report Documents.

Kingsnorth Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

| | | | |
|-----------------------------|---|-------------------|-------------------|
| A | Bank Reconciliation at 31/07/2022 | | |
| | Cash in Hand 01/04/2022 | | 330,358.03 |
| | ADD Receipts 01/04/2022 - 31/07/2022 | | 148,940.93 |
| | SUBTRACT Payments 01/04/2022 - 31/07/2022 | | 82,183.93 |
| | Cash in Hand 31/07/2022 (per Cash Book) | | 397,115.03 |
| B | Cash in hand per Bank Statements | | |
| | Petty Cash | 31/07/2022 | 0.00 |
| | Nationwide Building Society | 31/07/2022 | 155,096.62 |
| | NW Current 47793112 | 31/07/2022 | 100.00 |
| | NW SIBA 47793120 | 31/07/2022 | 130,694.86 |
| | NW Reserve 47793368 | 31/07/2022 | 8,146.42 |
| | Metro Bank Reserve a/c | 31/07/2022 | 100,011.01 |
| | Metro Bank Current a/c | 31/07/2022 | 3,066.12 |
| | | | 397,115.03 |
| | Less unrepresented payments | | |
| | | 397,115.03 | |
| Plus unrepresented receipts | | | |
| | | 397,115.03 | |
| | Adjusted Bank Balance | | 397,115.03 |
| | A = B Checks out OK | | |

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2022 and 31/07/2022)

Cost Centre Name

| Admin | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|--------------|----------------------------|--------------------|-----------------|---------------|------------------|------------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 21 | Payroll | | | | 450.00 | 90.00 | 360.00 |
| 22 | HR Support | | | | 2,500.00 | 573.32 | 1,926.68 |
| 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 | 807.44 | 442.56 |
| 31 | Telephone and Broadband | | | | 2,250.00 | 655.11 | 1,594.89 |
| 32 | Photocopier and Printer | | | | 1,250.00 | 368.08 | 881.92 |
| 33 | Computer Support and Ma | | | | 2,000.00 | 847.99 | 1,152.01 |
| 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 | 92.32 | 171.68 |
| 101 | Office Rates | | | | 1,500.00 | 425.52 | 1,074.48 |
| 102 | Sunflower Competition | | | | 300.00 | | 300.00 |
| | | | | | 23,409.00 | £4,483.93 | 18,925.07 |

| Cafe | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance | |
|-------------|------------------|--------------------|-----------------|---------------|-----------------|-----------------|------------------------|-----------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget | |
| 62 | Cafe Supplies | | | 17.33 | 7,500.00 | 3,414.59 | 4,102.74 | |
| 63 | Cafe Consumables | | | | 50.00 | 165.20 | -115.20 | |
| 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 | £3,727.65 | 4,789.68 |

| Capital | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|----------------|---------------------------|--------------------|-----------------|---------------|-----------------|------------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 39 | Capital | | | | | 1,904.46 | -1,904.46 |
| 95 | Benches | | | | 1,250.00 | 515.30 | 734.70 |
| 96 | Christmas Lights/Decorati | | | | 4,500.00 | | 4,500.00 |
| 107 | Parish Signage | | | | 2,000.00 | 764.95 | 1,235.05 |
| 108 | Picnic Benches | | | | 1,143.74 | 850.00 | 293.74 |
| | | | | | 8,893.74 | £4,034.71 | 4,859.03 |

| Communications | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|-----------------------|--------------------------|--------------------|-----------------|---------------|-----------------|----------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 19 | E-mail | | | | 820.80 | 273.60 | 547.20 |
| 20 | Website | | | | 73.20 | 24.40 | 48.80 |
| 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 | £298.00 | 3,096.00 |

| Income | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|---------------|--------------------|--------------------|-----------------|---------------|-----------------|---------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 1 | Precept | | 262,401.48 | 131,200.74 | | | -131,200.74 |
| 2 | Grants | | | | | | |
| 5 | Interest | | 75.00 | 100.68 | | | 25.68 |
| 6 | Pavilion Hire | | 500.00 | 725.63 | | | 225.63 |
| 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 | 237.50 | | | -262.50 |

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2022 and 31/07/2022)

| <u>Cost Centre Name</u> | | | | | |
|-------------------------|----------------|-------------------|--------------------|------------------|--------------------|
| 10 | Maintenance | 500.00 | 100.00 | | -400.00 |
| 11 | Cafe Takings | 13,000.00 | 6,181.67 | | -6,818.33 |
| 12 | Cafe Grants | | | | |
| 13 | VAT Reclaim | | | | |
| 73 | General Admin | | | | |
| 119 | Queens Jubilee | | 2,957.50 | 2,957.50 | |
| | | 280,996.48 | £142,133.72 | £2,957.50 | -141,820.26 |

| <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 | 377.09 | 872.91 |
| 41 | Playing Fields | | | | 10,500.00 | 1,120.00 | 9,380.00 |
| 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 | 830.98 | 1,669.02 |
| 45 | Vehicle Fuel | | | | 2,500.00 | 1,059.94 | 1,440.06 |
| 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 | 1,592.00 | 3,184.00 |
| 49 | Workshop Rates | | | | | | |
| 50 | Workshop Insurance | | | | | | |
| 51 | Workshop Electric | | | | 150.00 | | 150.00 |
| 52 | Maintenance Mobile Phon | | | | 528.00 | 184.68 | 343.32 |
| 53 | Maintenance Loose Tools | | | | 1,500.00 | 281.54 | 1,218.46 |
| 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 | £6,645.14 | 23,508.86 |

| <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 | 386.34 | 2,113.66 |
| 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 | 986.00 | 1,764.00 |
| 70 | Pavilion Maintenance | | | | 4,975.00 | 485.72 | 4,489.28 |
| | | | | | 14,725.00 | £3,297.00 | 11,428.00 |

| <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 (Between 01/04/2022 and 31/07/2022)

| <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 | 16,884.60 | 44,066.95 | |
| 15 Salaries Maintenance | | | | 25,719.20 | 6,933.54 | 18,785.66 | |
| 16 Employer Payments | | | | 30,000.00 | 10,472.08 | 19,527.92 | |
| 103 Kickstart Salary | | | | | | | |
| | | | | 116,670.75 | £34,290.22 | 82,380.53 | |
| <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 | | | | | 2,072.00 | -2,072.00 | |
| 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 | £4,718.90 | 15,231.10 | |
| <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 | 1,949.00 | 51.00 | |
| | | | | 2,000.00 | £1,949.00 | 51.00 | |
| NET TOTAL | | 280,996.48 | £143,510.08 | 299,669.91 | £78,669.66 | 83,513.85 | |

| Voucher Code | Date | Minute | Bank | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|----------------------------------|------------|------------------------------|-----------------------|-----------------------------|----------|------------------|---------------|------------------|
| 192 | Office Rates | 01/07/2022 | NW Current 47793112 | Office rates | ABC | X | 106.38 | 0.00 | 106.38 |
| 193 | Cafe Supplies | 04/07/2022 | Metro Bank Current a/c | Cafe | Tesco | X | 8.10 | 0.00 | 8.10 |
| 194 | Pavilion Cleaning | 04/07/2022 | Metro Bank Current a/c | cleaning | EJP Cleaning Services | X | 261.00 | 0.00 | 261.00 |
| 195 | Computer Support and Maintenance | 04/07/2022 | NW Current 47793112 | IT support | AMJ IT Ltd | S | 295.00 | 59.00 | 354.00 |
| 196 | Cafe Supplies | 06/07/2022 | Metro Bank Current a/c | Cafe | Bloss | X | 84.00 | 0.00 | 84.00 |
| 201 | Workshop Rent | 06/07/2022 | NW Current 47793112 | Workshop lease | Van & Car | Z | 398.00 | 0.00 | 398.00 |
| 197 | Telephone and Broadband | 07/07/2022 | Metro Bank Current a/c | Telephone | BT | S | 164.52 | 32.91 | 197.43 |
| 198 | HR Support | 07/07/2022 | Metro Bank Current a/c | HR Support | Outset UK | S | 143.33 | 28.67 | 172.00 |
| 199 | Cafe Supplies | 08/07/2022 | Metro Bank Current a/c | Cafe supplies | Tesco | X | 18.60 | 0.00 | 18.60 |
| 200 | Office Supplies, Postage & Ac | 11/07/2022 | Metro Bank Current a/c | Zoom fee | Zoom | X | 14.39 | 0.00 | 14.39 |
| 202 | Van Lease | 11/07/2022 | NW Current 47793112 | Van rental | Leaseplan | S | 202.12 | 40.42 | 242.54 |
| 203 | Office Supplies, Postage & Ac | 12/07/2022 | Metro Bank Current a/c | land documents | Land Registry | X | 6.00 | 0.00 | 6.00 |
| 205 | Cafe Supplies | 13/07/2022 | Metro Bank Current a/c | Cafe supplies | Brakes | X | 317.95 | 0.00 | 317.95 |
| 204 | Vehicle Fuel | 14/07/2022 | Metro Bank Current a/c | Van fuel | Fuel Genie | S | 201.33 | 40.27 | 241.60 |
| 206 | Park Security Patrols | 14/07/2022 | 6/10b Metro Bank Current a/c | Park Security Patrols | Ward Security | S | 588.00 | 117.60 | 705.60 |
| 208 | Employer Payments | 18/07/2022 | NW Current 47793112 | Tax & NI | HMRC | X | 2,083.73 | 0.00 | 2,083.73 |
| 216 | Website | 18/07/2022 | Metro Bank Current a/c | Website | Whisper Media | Z | 6.10 | 0.00 | 6.10 |
| 227 | Employer Payments | 18/07/2022 | NW Current 47793112 | Tax & NI | HMRC | X | 0.00 | 0.00 | 0.00 |
| 217 | E-mail | 18/07/2022 | Metro Bank Current a/c | E-mail Addresses | Microsoft | X | 68.40 | 0.00 | 68.40 |
| 218 | Cafe Supplies | 19/07/2022 | Metro Bank Current a/c | Cafe supplies | Landseil | X | 396.53 | 0.00 | 396.53 |
| 219 | Cafe Supplies | 20/07/2022 | Metro Bank Current a/c | Cafe supplies | Tesco | X | 34.60 | 0.00 | 34.60 |
| 220 | Employer Payments | 21/07/2022 | Metro Bank Current a/c | Pension contributions | NEST | X | 377.90 | 0.00 | 377.90 |
| 222 | Parish Signage | 21/07/2022 | Metro Bank Current a/c | Dog Waste Bag Station | Eco Green Communities | S | 764.95 | 152.99 | 917.94 |
| 221 | Subscriptions | 21/07/2022 | Metro Bank Current a/c | Subscription | SLCC | Z | 294.00 | 0.00 | 294.00 |
| 223 | Cafe Supplies | 22/07/2022 | Metro Bank Current a/c | Cafe | Tesco | X | 15.85 | 0.00 | 15.85 |
| 224 | Playing Fields | 25/07/2022 | Metro Bank Current a/c | Plant Hire | Keaveney Plant Hire Limited | S | 120.00 | 24.00 | 144.00 |
| 225 | Parish Office - Mobile Phone | 25/07/2022 | NW Current 47793112 | Staff Mobile Phones | BT | S | 23.08 | 4.62 | 27.70 |
| 226 | Maintenance Mobile Phones | 25/07/2022 | NW Current 47793112 | Staff Mobile Phones | BT | S | 46.17 | 9.23 | 55.40 |
| 228 | Office Supplies, Postage & Ac | 26/07/2022 | NW Current 47793112 | Stationery | KCC | S | 25.98 | 5.20 | 31.18 |
| 209 | Salaries | 26/07/2022 | NW Current 47793112 | Salaries | Salaries | X | 6,254.10 | 0.00 | 6,254.10 |
| 207 | Photocopier and Printer | 26/07/2022 | NW Current 47793112 | Printer | ASL | S | 2.57 | 0.51 | 3.08 |
| 213 | Maintenance Loose Tools | 26/07/2022 | NW Current 47793112 | Loose tools | Screwfix Direct Ltd | S | 54.62 | 10.93 | 65.55 |
| 214 | Benches | 26/07/2022 | NW Current 47793112 | bench | Screwfix Direct Ltd | S | 20.30 | 4.06 | 24.36 |
| 215 | Repairs | 26/07/2022 | NW Current 47793112 | Maintenance | Screwfix Direct Ltd | S | 157.37 | 31.47 | 188.84 |
| 229 | Pavilion Gas | 28/07/2022 | Metro Bank Current a/c | Pavilion gas | SSE | X | 71.61 | 0.00 | 71.61 |
| 230 | Cafe Supplies | 28/07/2022 | Metro Bank Current a/c | Cafe supplies | Tesco | X | 5.80 | 0.00 | 5.80 |
| 231 | Cafe Consumables | 28/07/2022 | Metro Bank Current a/c | Café Takeaway Cups | Catering24 Ltd | X | 165.20 | 0.00 | 165.20 |
| 232 | Capital | 28/07/2022 | Metro Bank Current a/c | Café - Freezer | Appliance World (North We | X | 399.00 | 0.00 | 399.00 |
| 233 | Cafe Supplies | 29/07/2022 | Metro Bank Current a/c | Cafe supplies | Tesco | X | 8.70 | 0.00 | 8.70 |
| 234 | Cafe Supplies | 29/07/2022 | Metro Bank Current a/c | Cafe supplies | Landseil | X | 345.64 | 0.00 | 345.64 |
| Total | | | | | | | 14,550.92 | 561.88 | 15,112.80 |

1 August 2022 (2022-2023)

Kingsnorth Parish Council
RECEIPTS LIST

| Voucher Code | Date | Minute | Bank | Receipt No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|--------------------|------------|------------------------|------------|---------------|-------------------|-----------------|--------|-----------------|--------|
| 80 | Pavilion Hire | 04/07/2022 | Metro Bank Current a/c | | Pavilion Hire | Helen Johnson | X | 60.00 | | 60.00 |
| 81 | Cafe Takings | 04/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 181.40 | | 181.40 |
| 82 | Cafe Takings | 05/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 100.80 | | 100.80 |
| 83 | Cafe Takings | 07/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 142.08 | | 142.08 |
| 84 | Cafe Takings | 11/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 187.90 | | 187.90 |
| 85 | Cafe Takings | 12/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 136.51 | | 136.51 |
| 86 | Cafe Takings | 14/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 130.41 | | 130.41 |
| 87 | MUGA - Casual Hire | 16/07/2022 | NW Current 47793112 | | MUGA Hire | Frenalbo Panlilio | X | 20.00 | | 20.00 |
| 88 | Cafe Takings | 18/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 219.40 | | 219.40 |
| 89 | Cafe Takings | 19/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 165.87 | | 165.87 |
| 94 | Pavilion Hire | 19/07/2022 | NW Current 47793112 | | Pavilion Hire | Scouts | X | 82.50 | | 82.50 |
| 90 | Cafe Takings | 21/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 126.46 | | 126.46 |
| 91 | Cafe Supplies | 22/07/2022 | Metro Bank Current a/c | | Cafe supplies | Tesco | X | | | |
| 92 | Cafe Takings | 25/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 159.97 | | 159.97 |
| 95 | Cafe Takings | 26/07/2022 | Metro Bank Current a/c | | Cafe takings | Paypal | X | 307.44 | | 307.44 |
| 96 | Interest | 29/07/2022 | NW Reserve 47793361 | | Interest | Natwest | X | 0.65 | | 0.65 |
| 97 | Interest | 29/07/2022 | NW SIBA 47793120 | | Interest | Natwest | X | 10.97 | | 10.97 |
| Total | | | | | | | 2,032.36 | | 2,032.36 | |

Kingsnorth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2022 and 31/07/2022)

| Cost Centre | Receipts | | | Payments | | | Net Position |
|-------------------------|-------------------|-------------------|---------------------------|-------------------|------------------|-------------------------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| Admin | | | 0.00 (N/A) | 23,409.00 | 4,483.93 | 18,925.07 (80%) | 18,925.07 |
| Cafe | | 17.33 | 17.33 (1733%) | 8,500.00 | 3,727.65 | 4,772.35 (56%) | 4,789.68 |
| Capital | | | 0.00 (N/A) | 8,893.74 | 4,034.71 | 4,859.03 (54%) | 4,859.03 |
| Communications | | | 0.00 (N/A) | 3,394.00 | 298.00 | 3,096.00 (91%) | 3,096.00 |
| Income | 280,996.48 | 142,133.72 | -138,862.76 (-49%) | | 2,957.50 | -2,957.50 (-2957%) | -141,820.26 |
| 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 | 6,645.14 | 23,508.86 (77%) | 23,508.86 |
| Pavilion | | | 0.00 (N/A) | 14,725.00 | 3,297.00 | 11,428.00 (77%) | 11,428.00 |
| 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 | 34,290.22 | 82,380.53 (70%) | 82,380.53 |
| Section 137 | | | 0.00 (N/A) | 19,950.00 | 4,718.90 | 15,231.10 (76%) | 15,231.10 |
| Subscriptions | | | 0.00 (N/A) | 2,000.00 | 1,949.00 | 51.00 (2%) | 51.00 |
| NET TOTAL | 280,996.48 | 143,510.08 | -137,486.40 (-48%) | 299,669.91 | 78,669.66 | 221,000.25 (73%) | 83,513.85 |

| | | |
|----------------------------|-------------------|------------------|
| Total for ALL Cost Centres | 143,510.08 | 78,669.66 |
| V.A.T. | 5,430.85 | 3,514.27 |
| GROSS TOTAL | 148,940.93 | 82,183.93 |

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

Cllr Ransley has asked the Parish Manager and Assistant Clerk – Finance, if they can find a way to format the report so that if there are any transaction over £5,000.00 it shows who has agreed to it.

b. To review invoices and consider authorising payment.

i. Playing Fields invoice.

ii. Kingsnorth Recreation Centre – office rent.

iii. Ward Park Patrol Security invoices.

Cllr Wedgbury proposed that the invoices for the playing fields, security patrols, picnic benches and memorial plaques be paid.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR BARBER

ALL THOSE IN FAVOUR - 5

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Cllr Ransley suggested that the Kingsnorth Recreation Centre – Office Rent be taken in closed session after the main meeting. All Councillors agreed.

11. Planning Matters.

a. To consider all planning applications received in July.

None received due to Ashford Borough Council updating their planning portal.

The Parish Office have not been receiving planning applications. Even when we the Parish Office have found out there is an application, they have not been able to view any documents online and cannot look to decide what the views of the Parish Councillors are.

Access to the portal is not working and residents will also not be able to view any information.

Cllr Ransley has contacted ABC planning to ask for an explanation to pass on to Councillors and residents and asked for assurance that no decisions will be made whilst the Parish Council and residents are unable to comment, and Cllr Ransley has not yet received any response.

Cllr Wedgbury proposed that the Chairman writes a letter to the portfolio holder and copies in the Lead for Ashford Borough Council asking that all planning applications be put on hold until the portal is fully working to enable the Parish Council and residents to ensure its democratic rights to comment on the applications. Cllr Wedgbury added that a summary of the letter should be made public that we are defending the rights of our residents to have a say on the applications before any decisions.

PROPOSED BY CLLR WEDGBURY
ALL THOSE IN FAVOUR - 5
Motion moved.

SECONDED BY CLLR HICKS
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

b. To note decisions.

N/A

c. To consider any appeals and enforcement matters.

Cllr Hicks reported on an appeal for the Paddock, Magpie Hall Road and updated that the appeal had been dismissed.

d. Any other planning matters.

None.

12. 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 action.

i. Anti-social behaviour around benches located between Wood Lane and Acorn Close.

The Parish Manager reported on a complaint received from a resident and showed a map on screen of the location of the complaint. The resident had been told by ABC to contact the Parish Council for support with their concerns.

Discussions on the complaint took place between Councillors.

Parish Manager to contact ABC with the Parish Councils suggestion to spread the benches out and move the bin, copy in Borough Councillor Trish Cornish, and inform residents of the Parish Councils suggestions.

PROPOSED BY CLLR GILES

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 1

ABSTENTIONS - 0

Motion moved.

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

i. Letter re adoption of roads on Bridgefield.

Councillors agreed to add this agenda item to the Action Sheet and bring it back to the next meeting.

13. 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.

The Parish Manager added the following to his report:

- A big thank you to Aspire for acting so quickly in removing 5 shopping trolleys and a bike from the pond on the entrance park.

Cllr Wedgbury suggested that a formal letter of thanks be sent to Aspire.

- Rubbish and evidence of drug taking inside of the MUGA.

Parish Manager asked for permission for one of the park patrols each week (rotated) be moved to a patrol of the MUGA. All Councillors agreed.

No Councillors had any questions on the Parish Managers report.

14. 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 defibrillator training.

Parish Manager reported that he and Cllr Gaurav had a walkaround of Bridgefield and have reported the following:

- Broken BBQs at park.
- No benches / seating around the BBQs.
- Request that red poo bin be changed for a dual use bin.

Cllr Giles added that shaded areas on the Bridgefield playpark be looked at.

Cllr Ransley asked that all Councillors think about shade in playground and other areas before the next meeting.

15. 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.

16. Date of Next Meeting

Tuesday 13th September 2022.

There being no further business, Cllr Ransley closed the main meeting at 20.14pm

Signature: _____

Date: _____