

# **KINGSNORTH PARISH COUNCIL**

## **AGENDA**



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

*Email: [manager@kingsnorthparishcouncil.gov.uk](mailto:manager@kingsnorthparishcouncil.gov.uk)*

*Website: [www.kingsnorthparishcouncil.gov.uk](http://www.kingsnorthparishcouncil.gov.uk)*

### **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 8<sup>th</sup> November 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 and would like to raise anything with the council or ask a question, please [e-mail](#) 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. *Ashford Borough Councillor's Reports.*
- b. *KCC Councillor's Report.*

### **3. Parish community grant applications.**

- a. To review community grant applications submitted in October 2022.
  - i. Kingsnorth Women's Institute
- b. To agree/approve/reject applications.

### **4. Minutes**

- a. [Approval of Minutes of Tuesday 11th October 2022.](#)
- b. [Approval of Minutes of Tuesday 25<sup>th</sup> October 2022.](#)

***(To view the minutes or any item in blue press Ctrl and click on the blue text).***

### **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. Sports Pavilion Improvements**

- a. [To review quotes for replacement of fascia and gutters at the Pavilion and authorise any further action.](#)
- b. To review quote for replacing security shutters at the Pavilion and authorise any further action.

### **7. Climate Change.**

- a. [To consider purchasing a Parish Council Electric Van and ending our current lease vehicle.](#)
- b. To consider additional information to install solar panels on the sports pavilion.

8. **Parish Footpaths Updates**
  - a. [Footpath Map.](#)
  - b. To authorise any invoices or quotes relating to Footpath A.
  - c. To authorise any invoices or quotes relating to Footpath D.
9. **Kingsnorth Parish Council Budget – 2023/24**
  - a. [To review updated budget and potential projects for 2023/24.](#)
10. **Financial matters.**
  - a. Finance Report.
    - i. [To receive the October Finance Report Documents.](#)
  - b. [To review invoices and consider authorising payment.](#)
11. **Planning matters.**
  - a. [To consider all planning applications received in October.](#)
  - b. To note decisions.
  - c. To consider any Appeals and Enforcement Matters.
  - d. Any other planning matters.
    - i. [Planning Application for The Briars Church Hill.](#)
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 listed below. Then authorising any action.
  - b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.
    - i. [Letter re adoption of roads on Bridgefield.](#)
13. **Parish Manager Reports.**
  - a. [October Report.](#)

The Parish Manager may provide any updates (*not addressed earlier on the agenda*) on the work of the Parish Officers since the last meeting.
14. **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.
15. **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).
16. **Date of Next Meeting Tuesday 13<sup>th</sup> December 2022**



**Peter Le Rossignol (Kingsnorth Parish Council Manager)**

## **KINGSNORTH PARISH COUNCIL**

### **AGENDA**



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**To all Members of the Parish Council Staffing Committee.**

Notice is hereby given, that the next meeting of the Parish Council Staffing Committee is to be held on Tuesday 8<sup>th</sup> November 2022 starting at conclusion of the main Parish Council meeting and to be held in the **Kingsnorth Sports Pavilion, Church Hill, Kingsnorth, TN23 3EF.**

1. **To note those, present and receive apologies.**
2. **To receive declarations of interest.**
3. **Staffing Update**
4. **Staff training.**
  - a. **To review requests for staff training and authorise future actions.**

**Appendix A**

**PARISH ACTION SHEET**

**ACTIONS FROM OCTOBER MEETING**

<b><u>Matter</u></b>	<b><u>Ref</u></b>	<b><u>Date Added</u></b>	<b><u>Who's Responsible</u></b>	<b><u>Progress since the last PC meeting</u></b>	<b><u>Recommendation &amp; Next Steps</u></b>
Future of the conservation fields (between Kings. Village and Park Farm).	KP30	December 2020	Parish Manager / Cllr Ransley	Cllr Ransley to provide an update.	Cllr Ransley to respond to any questions from ABC. <i>Action open.</i>
Contact landowners regarding potential footpath route(s) in 2021/2022 budget	KP32	January 2021	Parish Manager / Cllr Ransley	Cllr Ransley / Parish Manager to provide update.	Parish Manager to obtain a quote for the potential footpath. Also look at costings for a gate. <i>Action open.</i>
Climate Change – Working Group	KP52	May 2022	Cllr Giles / Cllr Gaurav / Cllr Ransley	On Agenda	<i>Action open</i>
Kingsnorth Parish Boundary marking	KP53	June 2022	Cllr. Cosgrove / Cllr. Hicks / Cllr. S Moss	Group to provide an update.	<i>Action open</i>
Memorial Bench	KP55	August 2022	Parish Manager	Bench Ordered	<i>Action open.</i>
Country Fayre 2023	KP56	August 2022	Working Group Parish Manager, Marie, Cllr Wedgbury, Cllr Hicks.		<i>Action open.</i>
Adoption of roads in Bridgefield.	BR57	August 2022			<i>Action open.</i>

## **Appendix B**

### Future Agendas

An indicative table showing future items for the financial year.

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

#### **Policy Review Months**

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