



## **KINGSNORTH PARISH COUNCIL**

### **Approved Minutes of the Meeting of Kingsnorth Parish Council**

**Held on Tuesday 14th February 2023 at the Kingsnorth Pavilion at 7.00pm.**

*The meeting was also made available via Zoom and Facebook Live*

**Present:** Cllr Shelley Barber, Cllr Geoff Cosgrove, Cllr Katrina Giles, Cllr Aline Hicks, Cllr Stuart Moss, Cllr James Ransley (Chair), and Cllr Jim Wedgbury.

**Also, present:** Peter Le Rossignol (Parish Manager), Matthew O'Neill (Grounds and Maintenance Supervisor), no members of the public were 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 Ben Townend, Cllr P Moss, and Cllr Gaurav.

#### **2. To receive declarations of Interest.**

None received.

#### **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.

None.

##### **a. Ashford Borough Councillors' Reports**

Cllr Neil Shorter, Washford – Submitted his apologies to the Parish Office.

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

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

Cllr Heather Hayward, Roman Ward – Submitted her apologies to the Parish Office.

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

- Ashford Borough Council will not be increasing Council Tax by the maximum possible.
- Roadworks on A2070

##### **b. KCC Councillors' Reports**

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

- KCC Budgets.
- Highways, potholes.
- Finn Farm Road traffic lights.
- Adoptions of roads on Bridgefield (raised by Cllr Barber).
- Salt bins.

Cllr Ransley asked Councillors if they were happy to bring forward the Parish Manager report. Councillors agreed.

#### **3. Parish Manager Reports.**

##### **a. January Report.**

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

The Parish Manager reported on:

- Solar Panels at the Sports Pavilion.
- Introduced a new member of staff. Fraser will be the Parish Councils new Grounds and Maintenance Assistant.

#### 4. Approval of Minutes.

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

##### a. Approval of Minutes from Tuesday 10<sup>th</sup> January 2023.

Cllr Wedgbury proposed that the minutes be signed as a true record.

**PROPOSED BY CLLR WEDGBURY**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

#### 5. Parish Community Grant Applications.

##### a. To review community grant applications submitted in January 2023.

###### i. Singleton Spaces.

Purpose of the Grant - The grant required would cover the cost of material (light bulbs) and labour. The proposed expenditure for this project is £14,000. The centre will benefit from a more efficient lighting and cost saving on electricity. The new light fittings would also help to reduce the centre's CO2 emission.

Residents from Kingsnorth will benefit from this project by having an environmentally friendly building that emits less CO2 over the years, minimising impact on the local environment and climate overall.

Amount of Grant Requested - £1,000.00

Conversations took place between Councillors.

Cllr Hicks proposed that the grant application for Singleton Spaces be approved.

**PROPOSED BY CLLR HICKS**

**SECONDED BY CLLR GILES**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

###### ii. Kingsnorth Church.

Purpose of Grant – to employ a Community Outreach Leader – Part time.

Grant Amount - £5,000.00

Conversations took place between Councillors.

Cllr Barber proposed that the grant application for Kingsnorth Church be approved. Cllr Hicks seconded but added that it be agreed with the clear understanding that it is open to all Kingsnorth residents.

**PROPOSED BY CLLR BARBER**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR - 6**

**ALL THOSE AGAINST - 1**

**ABSTENTIONS - 0**

**Motion moved.**

#### 6. 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 – Awaiting a response from Ashford Borough Council. Action open.
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget – Awaiting a response from Ashford Borough Council. Action open.
- Climate Change working group – meeting to be arranged prior to the next Parish Council meeting (14<sup>th</sup> March 2023). Action open.
- Kingsnorth Parish boundary marking – Item 7a on the main agenda.
- Country Fayre 2023 – meeting will take place on Tuesday 28<sup>th</sup> February at 4.30pm. Action open.
- Adoption of roads in Bridgefield – Cllr Ransley reported that a letter has been sent to Ashford Borough Council and KCC but still no response has been received. Action open.
- Highways Improvement Plan – Meeting has taken place with KCC highways. Action closed.
- Tree Preservation and development – Parish Manager to contact Ashford Borough Council to speak with the Tree Officer. Action open.
- Moat – Petition has been set up online. Cllr Ransley will be meeting with Kent online at the Moat on 15<sup>th</sup> February 2023 at 3.00pm.

- Develop plans for possible relocation of the Parish Office – Action open.

Cllr Ransley asked Councillors if they had any actions that they would like to add to the Action Sheet.  
Cllr Hicks asked that the Kings Coronation be added to the agenda for the next meeting (14<sup>th</sup> March 2023).

## **7. Greater Ashford Borough Environment and Land Mapping Commission’s final report.**

### **a. To discuss the final report and authorise any further actions.**

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

Cllr Wedgbury commented on the report:

- Railway stations to reduce car usage.
- Complain that the whole report is highly predictable.
- Issues with Infrastructure, nothing about health services.
- Water ignored in the report.

Cllr Wedgbury proposed that the Parish Council should complain about the report.

No Councillor seconded.

Cllr Ransley proposed that the report be noted.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR – 6**

**ALL THOSE AGAINST - 1**

**ABSTENTIONS - 0**

**Motion moved.**

## **8. Kingsnorth Salt Bins.**

### **a. To discuss purchasing several salt bins for the Kingsnorth Parish and authorise any further action.**

Cllr Ransley invited the Parish Manager to report on two requests for salt bins from a resident and Ashford Borough Councillor Heather Hayward.

Conversations took place between Councillors.

Cllr Wedgbury proposed that two salt bins be purchased.

**PROPOSED BY CLLR WEDGBURY**

**SECONDED BY CLLR GILES**

**ALL THOSE IN FAVOUR – 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

## **9. Kingsnorth Recreation Centre update**

### **a. To discuss current situation of the management of Kingsnorth Recreation Centre and authorise any further action.**

### **b. To discuss the use of our current Parish Office and authorise any further action.**

Cllr Ransley provided an update on the current situation of the management of Kingsnorth Recreation Centre.

A meeting with Ashford Borough Council is scheduled for Thursday 16<sup>th</sup> February 2023 to discuss the Recreation Centre and Friday to discuss the lease on the Recreation Centre.

Further discussions took place between Councillors.

Cllr Wedgbury recommended that conversations continue in closed session.

Cllr Ransley proposed that the Parish Council move into closed session to continue discussions on the Recreation Centre.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR WEDGBURY**

**ALL THOSE IN FAVOUR – 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

The Grounds and Maintenance Supervisor left the meeting whilst closed session took place.

Cllr Ransley proposed that discussions on the use of the current Parish Office be deferred to the next Parish Council meeting.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR – 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

## **10. Kingsnorth Conservation Fields / Buffer Zone**

Discussions took place between Councillors.

Cllr Hicks proposed that the Parish Council ask Mike Ciccone to share the lease document with the Parish Manager so that the Parish Manager can then speak with a solicitor to see if it possible for a sub-lease.

**PROPOSED BY CLLR HICKS**

**SECONDED BY CLLR WEDGBURY**

**ALL THOSE IN FAVOUR – 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

#### **11. Dog Waste Station Update.**

- a. To receive an update on the use of the dog waste stations located in the Parish and authorise any further action.**

The Parish Manager reported on the usage of the dog waste stations within the Parish.

Cllr Ransley proposed that the Parish Manager look at additional locations and consult with member to purchase up to 4 more dog waste stations.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR WEDGBURY**

**ALL THOSE IN FAVOUR – 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

#### **12. Parish Information Boards.**

- a. To review quotes for some Parish information boards and to authorise any further action.**

The Parish Manager reported on quotes received for Parish information boards.

Conversations took place between Councillor with ideas on information that could potentially be added to the Parish information boards.

Cllr Giles suggested a working group be formed to discuss potential locations and information for the Information Boards.

Cllr Cosgrove proposed that the Parish Council agree in principle to purchasing 3 Information Boards and that this item be brought back to the main agenda at the next meeting for final decisions to be agreed.

**PROPOSED BY CLLR COSGROVE**

**SECONDED BY CLLR GILES**

**ALL THOSE IN FAVOUR – 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

#### **13. KALC Community Awards Scheme 2023.**

- a. To discuss possible nominations for this award and authorise any further action.**

Cllr Ransley proposed that Councillors contact the Parish Manager with any nomination requests.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR HICKS**

**ALL THOSE IN FAVOUR – 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

#### **14. Parish Footpaths Update.**

- 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.**

Cllr Ransley provided an update on the footpaths.

#### **15. Financial matters.**

- a. Finance report.**
  - i. To receive the December 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)*

	<b>Bank Reconciliation at 31/01/2023</b>		
	Cash in Hand 01/04/2022		330,358.03
	<b>ADD</b> Receipts 01/04/2022 - 31/01/2023		321,729.09
			652,087.12
	<b>SUBTRACT</b> Payments 01/04/2022 - 31/01/2023		244,449.08
<b>A</b>	<b>Cash in Hand 31/01/2023</b> (per Cash Book)		<b>407,638.04</b>
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2023	0.00	
	Nationwide Building Society 31/01/2023	155,440.46	
	NW Current 47793112 31/01/2023	100.00	
	NW SIBA 47793120 31/01/2023	144,129.27	
	NW Reserve 47793368 31/01/2023	8,167.06	
	Metro Bank Reserve a/c 31/01/2023	85,092.92	
	Metro Bank Current a/c 31/01/2023	14,708.33	
			<b>407,638.04</b>
	Less unrepresented payments		
			407,638.04
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>407,638.04</b>
	<b>A = B Checks out OK</b>		

**Kingsnorth Parish Council**  
**Net Position by Cost Centre and Code (Between 01/04/2022 and 31/01/2023)**

**Cost Centre Name**

<b>2023/24 Budget Items</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
121	Kingsnorth Country Fayre				2,533.75		-2,533.75
131	Deposit				100.00		-100.00
134	Country Fayre Stall Paym		120.00				120.00
136	Country Fayre Attraction F				208.33		-208.33
				<b>£120.00</b>		<b>£2,842.08</b>	<b>-2,722.08</b>

<b>Admin</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
21	Payroll			450.00	288.72		161.28
22	HR Support			2,500.00	1,433.30		1,066.70
23	Staff Training			1,500.00	524.15		975.85
24	Councillor Training			1,000.00	54.17		945.83
25	Councillor/Chairman's Allo			750.00	225.00		525.00
26	Bank Charges			40.00	35.65		4.35
27	Audit Fees			1,120.00	780.00		340.00
28	Professional Fees			600.00			600.00
29	Insurance			2,500.00	2,065.46		434.54
30	Office Supplies, Postage &			1,250.00	1,232.38		17.62
31	Telephone and Broadband			2,250.00	1,621.92		628.08
32	Photocopier and Printer			1,250.00	888.37		361.63
33	Computer Support and Ma			2,000.00	1,863.60		136.40
34	Account Software			985.00	950.00		35.00
35	Online HR Platform			150.00	108.00		42.00
36	Parish Office Rent			3,000.00	208.33		2,791.67
37	Parish Office - Mobile Pho			264.00	230.80		33.20
101	Office Rates			1,500.00	1,063.42		436.58
102	Sunflower Competition			300.00	300.00		
135	Transport				12.80		-12.80
				<b>23,409.00</b>	<b>£13,886.07</b>		<b>9,522.93</b>

<b>Cafe</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
62	Cafe Supplies		17.33	7,500.00	6,613.54		903.79
63	Cafe Consumables			750.00	278.40		471.60
64	Cafe Workwear			150.00			150.00
65	Cafe Equipment			500.00	179.61		320.39
66	Cafe Admin			300.00	242.00		58.00
72	Cafe Donations				319.97		-319.97
				<b>£17.33</b>	<b>9,200.00</b>	<b>£7,633.52</b>	<b>1,583.81</b>

<b>Capital</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
39	Capital		4,867.00		21,961.46		-17,094.46
95	Benches			1,250.00	1,834.85		-584.85
96	Christmas Lights/Decorati		24.99	4,500.00	2,221.24		2,303.75
107	Parish Signage			2,000.00	764.95		1,235.05
108	Picnic Benches			2,062.00	850.00		1,212.00
120	Memorial Benches			520.00	520.00		
				<b>£4,891.99</b>	<b>10,332.00</b>	<b>£28,152.50</b>	<b>-12,928.51</b>

<b>Communications</b>		<b>Bal. B/Fwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
19	E-mail				820.80	747.00	73.80
20	Website				73.20	61.00	12.20
78	Advertising and Awarenes						
82	Mapping App						
93	Kingsnorth Welcome Pack			2,000.00			2,000.00
94	Precept Letter			500.00			500.00

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 31/01/2023)**

Cost Centre Name

3,394.00      £808.00      2,586.00

Income

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
1	Precept		262,401.48	262,401.48			
2	Grants						
5	Interest		75.00	1,002.31			927.31
6	Pavilion Hire		500.00	979.38			479.38
7	Pavilion Football		2,520.00	2,100.00			-420.00
8	MUGA - School Hire		1,500.00	1,500.00			
9	MUGA - Casual Hire		500.00	1,149.50			649.50
10	Maintenance		500.00	150.00			-350.00
11	Cafe Takings		13,000.00	13,287.25			287.25
12	Cafe Grants						
13	VAT Reclaim			6,166.94			6,166.94
73	General Admin						
119	Queens Jubilee			2,957.50		2,957.50	
			280,996.48	£291,694.36		£2,957.50	7,740.38

Kingsnorth Green Spaces

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</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	375.00	125.00
90	Community Farm Project						
91	Bird Feeders				500.00	416.67	83.33
92	Habitat Planting/Works				2,500.00		2,500.00
109	Climate Change Strategy				2,500.00		2,500.00
					56,000.00	£791.67	55,208.33

Maintenance

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
40	Repairs				1,250.00	692.67	557.33
41	Playing Fields			3,008.00	10,500.00	10,989.32	2,518.68
42	Playing Fields CCTV						
43	Playing Fields Playground				1,800.00	181.50	1,618.50
44	Van Lease				2,500.00	2,043.70	456.30
45	Vehicle Fuel				2,500.00	2,053.93	446.07
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	3,980.00	796.00
49	Workshop Rates						
50	Workshop Insurance						
51	Workshop Electric				150.00		150.00
52	Maintenance Mobile Phon				528.00	461.70	66.30
53	Maintenance Loose Tools				1,500.00	406.58	1,093.42
54	Maintenance Staff Training				1,500.00	46.61	1,453.39
55	MUGA				100.00	20.90	79.10
71	Clothing				250.00	214.10	35.90
83	Van Repair					6.24	-6.24
104	Kickstart Expenses						
126	Electric Vehicle Deposit					250.00	-250.00
127	Electric Vehicle Charging					12.00	-12.00
128	Safety App					157.60	-157.60
133	PAT Testing					125.75	-125.75
			£3,008.00		28,654.00	£22,814.37	8,847.63

Parish Christmas Event

<u>Code</u>	<u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
122	Ice Rink Hire					10,600.00	-10,600.00
123	Attractions			1,652.79		4,375.00	-2,722.21
124	First Aid					1,276.00	-1,276.00
125	Expenses			15.00		848.55	-833.55

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 31/01/2023)**

Cost Centre Name			
129 Father Christmas	768.00	1,500.00	-732.00
130 Ice Skating Income	6,325.74		6,325.74
132 Security		768.00	-768.00
	<b>£8,761.53</b>	<b>£19,367.55</b>	<b>-10,606.02</b>

Pavillon	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	56	Pavillon Gas			2,500.00	962.17		1,537.83
	57	Pavillon Electricity			4,500.00	1,382.12		3,117.88
	58	Pavillon Water			750.00	183.41		566.59
	59	Pavillon Fire Safety & Sec			1,000.00	816.34		183.66
	60	Pavillon Waste Collection			1,750.00	1,373.52		376.48
	61	Pavillon Cleaning			2,750.00	2,349.50		400.50
	70	Pavillon Maintenance			4,975.00	1,025.68		3,949.32
					<b>18,225.00</b>	<b>£8,092.74</b>		<b>10,132.26</b>

Queens Jubilee	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	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	889.63		1,566.21
	116	Radios			150.00			150.00
	117	Beacon		34.51	490.00			524.51
	118	Contingency		1,000.00	1,452.10	2,525.99		-73.89
				<b>£1,359.03</b>	<b>15,973.42</b>	<b>£12,291.62</b>		<b>5,040.83</b>

Recreation Centre	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	67	Contingency/Support						

Salaries	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	14	Salaries Admin			60,951.55	44,450.52		16,501.03
	15	Salaries Maintenance			25,719.20	17,984.74		7,734.46
	16	Employer Payments			30,000.00	26,787.16		3,212.84
	103	Kickstart Salary						
					<b>116,670.75</b>	<b>£89,222.42</b>		<b>27,448.33</b>

Section 137	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	18	Section 137				43.68		-43.68
	80	Community Grants Fund		6,443.00	10,000.00	9,942.22		6,500.78
	84	Park Security Patrols				3,878.00		-3,878.00
	85	Trial Real Nappies Loan S			1,500.00	200.00		1,300.00
	86	Outdoor Film Show			7,500.00	1,960.09		5,539.91
	100	Free use of Pavilion			950.00			950.00
	105	Outdoor Film Show donat						
	106	Festive lights expenses				391.68		-391.68
				<b>£6,443.00</b>	<b>19,950.00</b>	<b>£16,415.67</b>		<b>9,977.33</b>

Subscriptions	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	38	Subscriptions				2,000.00	1,949.00	51.00

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 31/01/2023)**

Cost Centre Name	2,000.00	£1,949.00	51.00
<b>NET TOTAL</b>	<b>280,996.48</b>	<b>£316,295.24</b>	<b>303,808.17</b>
		<b>£227,224.71</b>	<b>111,882.22</b>

Voucher	Code	Date	Minute	Bank	Description	Supplier	VAT Type	Net	VAT	Total
500	Office Rates	03/01/2023		NW Current 47750112	Office rates	ABC	X	105.00	0.00	105.00
510	Telephone and Broadband	06/01/2023		Metro Bank Current a/c	Telephone	BT	S	148.00	26.72	174.72
512	Computer Support and Maintenance	06/01/2023		Metro Bank Current a/c	IT support	AMM IT Ltd	S	364.00	66.00	430.00
516	Photocopy and Printer	06/01/2023		Metro Bank Current a/c	Printer	ASL	S	6.33	1.27	7.60
513	Playing Fields	06/01/2023		Metro Bank Current a/c	Grass Cutting	Countrywide Grounds Maintenance Ltd	S	150.00	30.00	180.00
511	Pavilion Cleaning	06/01/2023		Metro Bank Current a/c	cleaning	EJP Cleaning Services	X	232.50	0.00	232.50
514	Pavilion Waste Collection	06/01/2023		Metro Bank Current a/c	Pavilion Waste Collection	Tribent Waste Management Ltd	X	50.00	0.00	50.00
515	Workshop Rent	06/01/2023		NW Current 47750112	Workshop lease	Van & Car	Z	364.00	0.00	364.00
518	HR Support	09/01/2023		Metro Bank Current a/c	HR Support	Curset UK	S	143.33	26.67	170.00
525	Van Lease	09/01/2023		NW Current 47750112	Van rental	Leasacat	S	202.12	40.42	242.54
518	Office Supplies, Postage & Admin	10/01/2023		Metro Bank Current a/c	Printer Paper	Viking Supplies	S	52.43	10.49	62.92
519	Cafe Supplies	10/01/2023		Metro Bank Current a/c	Cafe supplies	Landfill	X	191.16	0.00	191.16
517	Office Supplies, Postage & Admin	10/01/2023		Metro Bank Current a/c	Zoom fee	Zoom	X	14.39	0.00	14.39
524	Capex	11/01/2023	156	Metro Bank Current a/c	Solar Panel Install - Final Payment	Ironstone Electrical	S	8,057.00	1,811.40	9,868.40
526	Audit Fees	11/01/2023	156	Metro Bank Current a/c	Audit	PJP Litchfield	S	800.00	150.00	950.00
524	Christmas Lights/Decorations	11/01/2023		Metro Bank Current a/c	Street Light Testing	Kent County Council	S	70.75	14.15	84.90
523	Christmas Lights/Decorations	11/01/2023		Metro Bank Current a/c	Beacons Christmas Light - Village Green	Gala Lights Limited	S	1,750.00	350.00	2,100.00
520	Cafe Supplies	11/01/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	12.40	0.00	12.40
522	Security	11/01/2023	156	Metro Bank Current a/c	Christmas Event Security	ESL Security	Z	768.00	0.00	768.00
521	Deposit	11/01/2023		Metro Bank Current a/c	Deposit - Falconry Display	White Eyes Falconry c/o	Z	100.00	0.00	100.00
527	PAT Testing	11/01/2023		Metro Bank Current a/c	PAT testing	Great Chart PC	Z	124.75	0.00	124.75
526	Cafe Supplies	16/01/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	6.00	0.00	6.00
527	Cafe Supplies	16/01/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	6.00	0.00	6.00
540	E-mail	17/01/2023		Metro Bank Current a/c	E-mail addresses	Microsoft	X	81.00	0.00	81.00
528	Transport	17/01/2023		Metro Bank Current a/c	Train Ticket	South Eastern Trains	X	12.50	0.00	12.50
521	Employer Payments	18/01/2023	156	NW Current 47750112	Tax & NI	HMRC	X	2,084.75	0.00	2,084.75
529	Websites	18/01/2023		Metro Bank Current a/c	Websites	Whisper Media	Z	6.10	0.00	6.10
541	Cafe Supplies	18/01/2023		Metro Bank Current a/c	Cafe supplies	Brakes	X	206.67	0.00	206.67
542	Employer Payments	20/01/2023		Metro Bank Current a/c	Pension contributions	NPSF	X	410.67	0.00	410.67
544	Office Supplies, Postage & Admin	23/01/2023		Metro Bank Current a/c	postage	Post Office	X	5.50	0.00	5.50
546	Office Supplies, Postage & Admin	23/01/2023		Metro Bank Current a/c	Office Supplies	B&C	S	39.17	7.83	47.00
543	Pavilion Gas	23/01/2023		Metro Bank Current a/c	Pavilion gas	BSF	X	245.99	0.00	245.99
545	Cafe Supplies	23/01/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	13.20	0.00	13.20
547	Computer Support and Maintenance	24/01/2023		Metro Bank Current a/c	Microsoft Office	Microsoft	S	66.00	13.30	79.30
557	Parish Office - Mobile Phone	24/01/2023		NW Current 47750112	Staff Mobile Phones	BT	S	23.08	4.62	27.70
558	Maintenance Mobile Phones	24/01/2023		NW Current 47750112	Staff Mobile Phones	BT	S	45.17	9.23	54.40
549	Playing Fields Playgrounds	25/01/2023		Metro Bank Current a/c	Playground Annual Inspection	Playground Inspection Co	S	161.50	36.30	197.80
550	Country Fairs Attraction Fee	26/01/2023		Metro Bank Current a/c	Charge for Country Fairs Activity	Petaloka Ltd	S	308.33	41.67	350.00
523	Salaries	26/01/2023	156	NW Current 47750112	Salaries		X	6,039.91	0.00	6,039.91
551	Cafe Supplies	26/01/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	2.20	0.00	2.20
552	Cafe Supplies	27/01/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	1.70	0.00	1.70
554	Cafe Supplies	27/01/2023		Metro Bank Current a/c	Cafe supplies	Brakes	X	173.30	0.00	173.30
555	Pavilion Maintenance	27/01/2023		Metro Bank Current a/c	plastering	D. White Plastering	X	500.00	0.00	500.00
553	Cafe Consumables	27/01/2023		Metro Bank Current a/c	Sweet Bags	Bag It Plastics Ltd	X	12.13	0.00	12.13
556	Payroll	31/01/2023		Metro Bank Current a/c	Payroll	Accounts Unlocked	S	24.36	4.67	29.03
<b>Total</b>								<b>28,849.75</b>	<b>2,414.67</b>	<b>31,264.42</b>

Cllr Ransley asked all Councillors if they had any questions on the January Finance Report. No questions raised.

**b. To review invoices and consider authorising payment.**

Cllr Ransley reported on invoices requiring payment. Cllr Hicks proposed that authorisation is given to make payments subject to the discussed amendment being made on office rent.

**PROPOSED BY CLLR HICKS                      SECONDED BY CLLR RANSLEY**  
**ALL THOSE IN FAVOUR - 7                      ALL THOSE AGAINST - 0                      ABSTENTIONS - 0**  
**Motion moved.**

**C. Discuss Replacement of Sports Pavilion Boiler.**

The Parish Manager and the Grounds and Maintenance Supervisor updated Councillors on the problems with the Sports Pavilion boiler.

Cllr Ransley proposed that authorisation be given for a new boiler up to the value of £10,074.00 be agreed for the replacement of the Sports Pavilion boiler and delegation be given to the Parish Manager and Cllr S Moss to discuss the specifications.

**PROPOSED BY CLLR RANSLEY                      SECONDED BY CLLR COSGROVE**  
**ALL THOSE IN FAVOUR - 7                      ALL THOSE AGAINST - 0                      ABSTENTIONS - 0**  
**Motion moved.**

**16. Planning Matters.**

**a. To consider all planning applications received since the last meeting held on 10<sup>th</sup> January 2022.**

Application Number: **OTH/2022/3142**  
 Address: Land Parcels F and G, Chilmington Green, Ashford Road, Ashford, Kent  
 Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the construction of 96 dwellings on Land Parcels F and G – Main AAP Phase 1, together with associated roads, parking, landscaping public open space and infrastructure.

**Comments: Defer**

Application Number: **OTH/2022/3169**

Address: Land Parcel I, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the construction of 145 dwellings on Land Parcel I – Main AAP Phase 1, together with associated roads, parking, landscaping public open space and infrastructure.

**Comments: Defer**

Application Number: **PA/2023/0060**

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

Proposal: Proposed rear single storey extension

Ward: Kingsnorth Village

**Comments: No objection**

Application Number: **OTH/2023/0019**

Address: Land Parcel G10, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the provision of and improvements to byway/footpath and cycle link on Land Parcel G10 – Main AAP Phase 1, together with associated landscaping, public open space and infrastructure.

Ward:

**Comments: Defer**

Application Number: **OTH/2023/0036**

Address: Land Parcel EC9, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the provision of ecological improvement works on Land Parcel EC9 – Main AAP Phase 1, together with associated landscaping and infrastructure.

**Comments: Defer**

Application Number: **OTH/2023/0031**

Address: Land Parcels EC6, EC7, EC8, F8 and EC17, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the provision of ecological mitigation and water attenuation on Land Parcels EC6, EC7, EC8, F8 and EC17– Main AAP Phase 1, together with associated landscaping and infrastructure.

**Comments: Defer**

Application Number: **OTH/2023/0018**

Address: Land Parcels L M and O, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the construction of 217 dwellings on Land Parcels L, M and O - Main Phase 1, together with associated roads, parking, landscaping, public open space and infrastructure.

**Comments: Defer**

Application Number: **OTH/2023/0033**

Address: Land Parcel A1 and A2, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the provision of allotments on Land Parcels A1 and A2 – Main AAP Phase 1, together with associated landscaping, parking, storage areas and infrastructure.

**Comments: Defer**

Application Number: **OTH/2023/0035**

Address: Land Parcel DP3, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the first phase of Discovery Park (Jubilee Park) Land Parcel DP3 – Main AAP Phase 1, together with associated landscaping and infrastructure.

**Comments: Defer**

Application Number: **OTH/2023/0034**

Address: Land Parcel A5, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the provision of allotments on Land Parcel A5 – Main AAP Phase 1, together with associated landscaping, parking, storage areas and infrastructure.

**Comments: Defer**

Application Number: **PA/2023/0099**

Address: 81, Acorn Close, Kingsnorth, TN23 3HR

Proposal: Proposed loft conversion with dormers to rear and installation of windows to second floor on East and West elevation

Ward: Park Farm North

**Comments: Cllr Ransley suggest - Request that a sketch is submitted of the South Elevation but at something like a 45 degree offset. It is difficult from the drawing submitted to interpret the detail/relief proposed.**

Application Number: **OTH/2023/0030**

Address: Land Parcels CH1 and CH2, Chilmington Green, Ashford Road, Ashford, Kent

Proposal: Reserved Matters application, pursuant to planning permission 12/00400/AS, for appearance, landscaping, layout, scale and access for the construction of 114 dwellings, retail units (use class E) including a supermarket, office space (use class E) and a new public square on Land Parcels CH1 and CH2 – Main AAP Phase 1, together with associated landscaping, public open space, car parking and infrastructure.

**Comments: Defer**

Application Number: **PA/2023/0116**

Address: 11, Lucilla Avenue, Kingsnorth, TN23 3PU

Proposal: Erection of single storey rear extension.

Ward: Roman

**Comments: Cllr Ransley suggest - Support**

Application Number: **PA/2023/0132**

Address: 12 Charminster, Kingsnorth, TN23 5UH

Proposal: Proposed first-floor side extension

Ward: Washford

**Comments: Cllr Ransley suggest - No objection**

Application Number: **PA/2023/0139**

Address: Land rear of Hedge End, Kingsnorth, Ashford, TN23 3EY

Proposal: Retrospective planning application for an open side pole barn

Ward: Kingsnorth Village

**Comments: Cllr Ransley suggest – No objection**

Application Number: **NOT/2023/0179**

Address: Little Dexter, Magpie Hall Road, Kingsnorth, TN26 1HF

Proposal: Prior Notification for the change of use of agricultural building and land within its curtilage to a dwelling house and associated operational development.

Ward: Kingsnorth Village

**Comments: Cllr Ransley suggest – No comment**

Application Number: **PA/2023/0191**

Address: 82, Lucilla Avenue, Kingsnorth, TN23 3PS

Proposal: Proposed conversion of existing attached garage

Ward: Roman

**Comments: Cllr Ransley suggest – Object, the plans do not show the number of bedrooms on the first floor or the number of parking spaces on the driveway. We are therefore unable to assess the impact of the loss of the garage and whether the development would comply with the parking standards in the Local Plan.**

Application Number: **PA/2022/2669**

Address: Land off Norman Road and Romney Marsh Road, Ashford, Kent TN24 0SD

Proposal: Development of 90 one and two bedroom apartments in three buildings, new vehicular and pedestrian access, internal access road, footpaths and car parking, earthworks, creation of a new section of active floodplain and floodplain compensation for the development, sustainable drainage systems, parkland open space and hard and soft landscaping.

Ward:

**Comments: Cllr Ransley suggest - Defer**

**b. To note decisions.**

Cllr Ransley recommended that all suggested comments for planning applications be agreed and logged on the planning portal. Cllr Wedgbury proposed Cllr Ransley's recommendation.

**PROPOSED BY CLLR WEDGBURY**

**SECONDED BY CLLR COSGROVE**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

**c. To consider any appeals and enforcement matters.**

**d. Any other planning matters.**

**i. Planning comment on Brompton application – PA/2022/2772.**

No update.

**ii. Planning comment on Kingsnorth Medical Practice application – PA/2022/2851.**

Cllr Ransley circulated his comment documents to all Councillors prior to the meeting.

Cllr Wedgbury recommended some amendments to the document.

Cllr Ransley proposed that Councillors approve the planning comments document on the Kingsnorth Medical Practice application.

**PROPOSED BY CLLR RANSLEY**

**SECONDED BY CLLR S MOSS**

**ALL THOSE IN FAVOUR - 7**

**ALL THOSE AGAINST - 0**

**ABSTENTIONS - 0**

**Motion moved.**

**iii. Consider potential planning comment on Otterpool Development.**

No update.

**17. 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.
- b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.
  - i. Review letter to East Kent Hospital Trust re moving the A&E to Canterbury and authorise any further actions.

**18. 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.

No Councillor updates received.

**19. 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).

**20. Date of Next Meeting Tuesday 14<sup>th</sup> March 2023.**

Cllr Ransley suggested that the Annual Meeting of the Parish be held on Tuesday 14<sup>th</sup> March 2023 just prior to the main Parish meeting.

There being no further business, Cllr Ransley closed the main meeting at 20.45pm.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_