



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 14th March 2023.

Kingsnorth Pavilion 7.00pm

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

Also, present: Fraser Curry (Grounds and Maintenance Assistant), Peter Le Rossignol (Parish Manager), Matt O'Neill (Grounds and Maintenance Supervisor), Marie Russell (Assistant Clerk – Admin), 1 member of the public attended 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 and Cllr Wedgbury submitted their apologies prior to the meeting.

2. To receive declarations of Interest.

No declarations were made.

Public Comments and Observations

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.

No requests were received.

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. Ashford Borough Councillors' Reports

Cllr Neil Shorter, Washford – reported on the following:

- Joys Wood – Anti-social behaviour. Reports of 2 fires in a short period of time which the fire brigade attended. Community Support Unit will be attending the area more routinely.
- Ashford Borough Council budget was agreed, and the Council Tax was set during the full Borough Council meeting.

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 – Submitted his apologies to the Parish Office.

b. KCC Councillors' Reports

Cllr David Robey reported on the following:

- Budget.
- Kent Community Asset Council.
- Demara Way bus route cameras.
- Finn Farm traffic lights.

3. Approval of Minutes of Tuesday 14th February 2023.

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

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

Cllr Cosgrove proposed that item 8a be changed from salt boxes to salt bins.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

4. Parish Community Grant Applications.

- a. To review community grant applications submitted in February 2023.**

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 – Awaiting a response from Ashford Borough Council. Action open.
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget – The route which runs East of Park Farm and West of Bridgefield is underway for the transfer. Parish Manager to work on refreshing quotes. Action open.
- Climate Change working group – Next meeting to be agreed. Action open.
- Kingsnorth Parish boundary marking – Part of the Highways Improvement Plan. Action open.
- Country Fayre 2023 – meeting took place on Tuesday 28th February at 4.30pm. All plans are going well. 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.
- Tree Preservation and development – Parish Manager contacted Ashford Borough Council to speak with the Tree Officer. Tree Officer would like questions prior to attending the meeting. Action open.
- Moat – Petition has now been set up online. Parish Manager to promote on social media. Action open.
- 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 Cosgrove asked that litter picking be added to the action sheet. Parish Manager to contact Kent Highways for their litter picking rota.
- Cllr Ransley suggested that allotments be added to the action sheet. All Councillors agreed.
- Cllr Cosgrove raised issues with cycle paths. Cllr Ransley/Parish Manager will draft a letter to Ashford Borough Council prior to the next meeting to ask for more signage to show beginnings and endings of cycle paths around the Parish.

6. Kingsnorth Recreation Centre update.

- a. To consider and decide on the options available and to authorise any further action.**

Cllr Ransley provided an update on the Kingsnorth Recreation Centre.

Discussions took place between Councillors.

Cllr Ransley proposed that Kingsnorth Parish Council intends to vacate the office located at Kingsnorth Recreation Centre within 6 months and will take legal advice on the Surrender Document which has been prepared by Ashford Borough Council so that Cllr Ransley can update Councillors at the next meeting on any legal advice received, and that delegation is given to the Parish Manager in consultation with Cllr Ransley on drafting a letter to the Solicitor on what advice the Parish Council requires, and authorise payment for that advice which will be less than £1,000.00.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Cllr Cosgrove proposed that a Kingsnorth Recreation Centre working group be set up to refine some of the options for relocation of the Parish office and bring it back to the next Parish Council meeting.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Cllr Ransley asked which Councillors would like to be in the Kingsnorth Recreation Centre working group. Cllr Cosgrove, Cllr Hicks, and Councillor S Moss will form the working group.

7. Kingsnorth Conservation Fields / Buffer Zone.

a. To receive an update and authorise any further actions.

Cllr Ransley informed Councillors that no response had yet been received from Ashford Borough Council.

Cllr Hicks provided additional information given to her by the licensee.

Cllr Ransley proposed sending a letter to Ashford Borough Council chasing the Parish Councils previous enquires.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

8. To review Policies and Re-adopt.

a. Co-option Procedure.

PROPOSED BY CLLR TOWNEND

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

9. Kings Coronation 2023.

a. To consider if Kingsnorth Parish Council should celebrate the Kings Coronation in May 2023.

Conversations took place between the Parish Manager and Councillors.

The following ideas were highlighted:

- Provide Residents with Street Party Packs
- Kings Crown Competition – judging to take place at the Kingsnorth Country Fayre.

Further conversations took place between Councillors and staff on their ideas for the Kings Coronation.

Cllr Giles proposed that the following be agreed in celebration of the Kings Coronation:

- Provide Residents with Street Party Packs
- Kings Crown Competition – judging to take place at the Kingsnorth Country Fayre.
- Replanting of some of the fruit trees in the Orchard.

PROPOSED BY CLLR GILES

SECONDED BY CLLR BARBER

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

10. Parish Information Boards.

a. To see draft ideas for information to be included on Parish Information board/s and authorise any further action.

Documents were circulated to Councillors prior to the meeting.

Discussions took place between Councillors.

Cllr Ransley suggested deferring this item to the next Parish meeting so that all information is available on design and content information. All agreed.

11. Parish Footpaths Updates.

a. Footpath Map

b. To provide a verbal update, authorise any invoices or quotes relating to Footpath A.

This item was covered earlier in the meeting under the Parish Action Sheet (item 5).

Councillors had no further questions.

12. Financial matters.

a. Finance report.

i. To receive the February 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)

| | | | |
|----------|---|------------|-------------------|
| | Bank Reconciliation at 28/02/2023 | | |
| | Cash in Hand 01/04/2022 | | 330,358.03 |
| | ADD Receipts 01/04/2022 - 28/02/2023 | | 323,619.79 |
| | | | 653,977.82 |
| | SUBTRACT Payments 01/04/2022 - 28/02/2023 | | 264,004.13 |
| A | Cash in Hand 28/02/2023 (per Cash Book) | | 389,973.69 |
| | Cash in hand per Bank Statements | | |
| | Petty Cash 28/02/2023 | 0.00 | |
| | Nationwide Building Society 28/02/2023 | 155,440.46 | |
| | NW Current 47793112 28/02/2023 | 100.00 | |
| | NW SIBA 47793120 28/02/2023 | 103,945.37 | |
| | NW Reserve 47793388 28/02/2023 | 8,172.70 | |
| | Metro Bank Reserve a/c 28/02/2023 | 115,183.16 | |
| | Metro Bank Current a/c 28/02/2023 | 7,132.00 | |
| | | | 389,973.69 |
| | Less unrepresented payments | | |
| | | | 389,973.69 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 389,973.69 |
| | A = B Checks out OK | | |

Kingsnorth Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

| 2023/24 Budget Items | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|-----------------------------|----------------------------|--------------------|-----------------|---------------|------------------|---------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 121 | Kingsnorth Country Fayre | | | | 2,533.75 | | -2,533.75 |
| 131 | Deposit | | | | 100.00 | | -100.00 |
| 134 | Country Fayre Stall Paym | | 255.00 | | | | 255.00 |
| 136 | Country Fayre Attraction F | | | | 208.33 | | -208.33 |
| 137 | Ice Rink Deposit | | | | 2,650.00 | | -2,650.00 |
| | | | £255.00 | | £5,492.08 | | -5,237.08 |

| Admin | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|--------------|----------------------------|--------------------|-----------------|---------------|------------------|-------------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 21 | Payroll | | | 450.00 | 313.08 | | 136.92 |
| 22 | HR Support | | | 2,500.00 | 1,576.63 | | 923.37 |
| 23 | Staff Training | | | 1,500.00 | 584.15 | | 915.85 |
| 24 | Councillor Training | | | 1,000.00 | 54.17 | | 945.83 |
| 25 | Councillor/Chairman's Ato | | | 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 | 100.00 | | 500.00 |
| 29 | Insurance | | | 2,500.00 | 2,065.46 | | 434.54 |
| 30 | Office Supplies, Postage & | | | 1,250.00 | 1,251.37 | | -1.37 |
| 31 | Telephone and Broadband | | | 2,250.00 | 1,775.74 | | 474.26 |
| 32 | Photocopier and Printer | | | 1,250.00 | 1,131.68 | | 118.32 |
| 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 | 1,250.00 | | 1,750.00 |
| 37 | Parish Office - Mobile Pho | | | 264.00 | 253.88 | | 10.12 |
| 101 | Office Rates | | | 1,500.00 | 1,063.42 | | 436.58 |
| 102 | Sunflower Competition | | | 300.00 | 300.00 | | |
| 135 | Transport | | | | 12.80 | | -12.80 |
| | | | | | 23,405.00 | £15,694.63 | 7,714.37 |

| Cafe | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|-------------|------------------|--------------------|-----------------|-----------------|------------------|---------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 62 | Cafe Supplies | | 17.33 | 7,500.00 | 7,596.12 | | -78.79 |
| 63 | Cafe Consumables | | | 750.00 | 278.40 | | 471.60 |
| 64 | Cafe Workwear | | | 150.00 | | | 150.00 |
| 65 | Cafe Equipment | | | 500.00 | 229.55 | | 270.45 |
| 66 | Cafe Admin | | | 300.00 | 242.00 | | 58.00 |
| 72 | Cafe Donations | | | | 319.97 | | -319.97 |
| | | | £17.33 | 9,200.00 | £8,666.04 | | 551.29 |

| Capital | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|----------------|---------------------------|--------------------|------------------|------------------|-------------------|---------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 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 | | |
| | | | £4,891.99 | 10,332.00 | £28,152.50 | | -12,928.51 |

| Communications | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|-----------------------|---------------------------|--------------------|-----------------|---------------|-----------------|---------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 19 | E-mail | | | | 828.80 | 828.00 | -7.20 |
| 20 | Website | | | | 73.20 | 67.10 | 6.10 |
| 78 | Advertising and Awareness | | | | | | |
| 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

Cost Centre Name

3,394.00 £895.10 2,498.90

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 | 1,176.21 | | | 1,101.21 |
| 6 Pavilion Hire | | 500.00 | 1,091.88 | | | 591.88 |
| 7 Pavilion Football | | 2,520.00 | 2,310.00 | | | -210.00 |
| 8 MUGA - School Hire | | 1,500.00 | 1,500.00 | | | |
| 9 MUGA - Casual Hire | | 500.00 | 1,329.50 | | | 829.50 |
| 10 Maintenance | | 500.00 | 150.00 | | | -350.00 |
| 11 Cafe Takings | | 13,000.00 | 14,348.55 | | | 1,348.55 |
| 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 | £293,432.06 | | £2,957.50 | 9,478.08 |

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 | | | 18.00 | 50,000.00 | 600.00 | 49,418.00 |
| 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 |
| | | | £18.00 | 56,000.00 | £1,391.67 | 54,626.33 |

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 | 11,109.32 | 2,398.68 |
| 42 Playing Fields CCTV | | | | | 470.00 | -470.00 |
| 43 Playing Fields Playground | | | | 1,800.00 | 181.50 | 1,618.50 |
| 44 Van Lease | | | | 2,500.00 | 2,245.82 | 254.18 |
| 45 Vehicle Fuel | | | | 2,500.00 | 2,142.40 | 357.60 |
| 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 | 4,378.00 | 398.00 |
| 49 Workshop Rates | | | | | | |
| 50 Workshop Insurance | | | | | | |
| 51 Workshop Electric | | | | 150.00 | | 150.00 |
| 52 Maintenance Mobile Phon | | | | 528.00 | 507.87 | 20.13 |
| 53 Maintenance Loose Tools | | | | 1,500.00 | 990.37 | 509.63 |
| 54 Maintenance Staff Training | | | | 1,500.00 | 226.61 | 1,273.39 |
| 55 MUGA | | | | 100.00 | 20.90 | 79.10 |
| 71 Clothing | | | | 250.00 | 340.11 | -90.11 |
| 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 | | | | | 189.12 | -189.12 |
| 133 PAT Testing | | | | | 125.75 | -125.75 |
| | | | £3,008.00 | 28,654.00 | £25,060.45 | 6,601.55 |

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)

Created by  Scribe

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Kingsnorth Parish Council
Net Position by Cost Centre and Code

| <u>Cost Centre Name</u> | | | |
|-------------------------|------------------|-------------------|-------------------|
| 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 |
| | £8,761.53 | £19,367.55 | -10,606.02 |

| <u>Pavilion</u> | | <u>Receipts</u> | | <u>Payments</u> | | <u>Current Balance</u> |
|-----------------|----------------------------|--------------------|---------------|-----------------|------------------|------------------------|
| <u>Code</u> | <u>Title</u> | <u>Bal. B/Fwd.</u> | <u>Budget</u> | <u>Actual</u> | <u>Budget</u> | <u>Actual</u> |
| 56 | Pavilion Gas | | | | 2,500.00 | 1,154.76 |
| 57 | Pavilion Electricity | | | | 4,500.00 | 1,382.12 |
| 58 | Pavilion Water | | | | 750.00 | 322.01 |
| 59 | Pavilion Fire Safety & Sec | | | | 1,000.00 | 816.34 |
| 60 | Pavilion Waste Collection | | | | 1,750.00 | 1,490.52 |
| 61 | Pavilion Cleaning | | | | 2,750.00 | 2,644.00 |
| 70 | Pavilion Maintenance | | | | 4,975.00 | 1,350.28 |
| | | | | | 18,225.00 | £9,160.03 |
| | | | | | | 9,064.97 |

| <u>Queens Jubilee</u> | | <u>Receipts</u> | | <u>Payments</u> | | <u>Current Balance</u> |
|-----------------------|--------------|--------------------|---------------|------------------|------------------|------------------------|
| <u>Code</u> | <u>Title</u> | <u>Bal. B/Fwd.</u> | <u>Budget</u> | <u>Actual</u> | <u>Budget</u> | <u>Actual</u> |
| 110 | Fun Fair | | | 300.00 | 7,000.00 | 5,500.00 |
| 111 | Toilets | | | | 1,250.00 | 1,340.00 |
| 112 | First Aid | | | | 1,250.00 | 1,204.00 |
| 113 | PA System | | | | 1,250.00 | |
| 114 | Security | | | | 700.00 | 832.00 |
| 115 | Decorations | | | 24.52 | 2,431.32 | 889.63 |
| 116 | Radios | | | | 150.00 | |
| 117 | Beacon | | | 34.51 | 490.00 | |
| 118 | Contingency | | | 1,000.00 | 1,452.10 | 2,525.99 |
| | | | | £1,359.03 | 15,973.42 | £12,291.62 |
| | | | | | | 5,040.83 |

| <u>Recreation Centre</u> | | <u>Receipts</u> | | <u>Payments</u> | | <u>Current Balance</u> |
|--------------------------|---------------------|--------------------|---------------|-----------------|---------------|------------------------|
| <u>Code</u> | <u>Title</u> | <u>Bal. B/Fwd.</u> | <u>Budget</u> | <u>Actual</u> | <u>Budget</u> | <u>Actual</u> |
| 67 | Contingency/Support | | | | | |

| <u>Salaries</u> | | <u>Receipts</u> | | <u>Payments</u> | | <u>Current Balance</u> |
|-----------------|----------------------|--------------------|---------------|-----------------|-------------------|------------------------|
| <u>Code</u> | <u>Title</u> | <u>Bal. B/Fwd.</u> | <u>Budget</u> | <u>Actual</u> | <u>Budget</u> | <u>Actual</u> |
| 14 | Salaries Admin | | | | 60,951.55 | 48,853.93 |
| 15 | Salaries Maintenance | | | | 25,719.20 | 20,092.25 |
| 16 | Employer Payments | | | | 30,000.00 | 29,086.05 |
| 103 | Kickstart Salary | | | | | |
| | | | | | 116,670.75 | £98,032.23 |
| | | | | | | 18,638.52 |

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

| <u>Subscriptions</u> | | <u>Receipts</u> | | <u>Payments</u> | | <u>Current Balance</u> |
|----------------------|---------------|--------------------|---------------|-----------------|---------------|------------------------|
| <u>Code</u> | <u>Title</u> | <u>Bal. B/Fwd.</u> | <u>Budget</u> | <u>Actual</u> | <u>Budget</u> | <u>Actual</u> |
| 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

Cost Centre Name

2,000.00 £1,949.00 51.00

NET TOTAL 280,996.48 £318,185.94 303,808.17 £245,526.07 95,471.56

| Voucher | Code | Date | Minute | Bank | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|----------------------------------|------------|--------|------------------------|----------------------------------|-------------------------|----------|------------------|-----------------|------------------|
| 573 | Photocopier and Printer | 01/02/2023 | | NW Current 47793112 | Printer | CF Corporate Finance | S | 236.98 | 47.40 | 284.38 |
| 559 | Cafe Supplies | 01/02/2023 | | Metro Bank Current a/c | Cafe supplies | Sainsburys | X | 4.95 | 0.00 | 4.95 |
| 560 | Office Supplies, Postage & Admin | 02/02/2023 | | Metro Bank Current a/c | Office supplies | Tesco | X | 2.40 | 0.00 | 2.40 |
| 562 | Telephone and Broadband | 06/02/2023 | | Metro Bank Current a/c | Telephone | BT | S | 153.82 | 30.76 | 184.58 |
| 575 | Photocopier and Printer | 06/02/2023 | | NW Current 47793112 | Printer | ASL | S | 6.33 | 1.27 | 7.60 |
| 563 | Cafe Supplies | 06/02/2023 | | Metro Bank Current a/c | Cafe supplies | Tesco | X | 6.60 | 0.00 | 6.60 |
| 564 | Cafe Supplies | 06/02/2023 | | Metro Bank Current a/c | Cafe supplies | Landsell | X | 153.30 | 0.00 | 153.30 |
| 561 | Pavilion Water | 06/02/2023 | | Metro Bank Current a/c | Pavilion water | Scottish Water | X | 138.60 | 0.00 | 138.60 |
| 574 | Workshop Rent | 06/02/2023 | | NW Current 47793112 | Workshop lease | Van & Car | Z | 398.00 | 0.00 | 398.00 |
| 565 | HR Support | 07/02/2023 | | Metro Bank Current a/c | HR Support | Outset UK | X | 143.33 | 28.67 | 172.00 |
| 566 | Maintenance Loose Tools | 07/02/2023 | | Metro Bank Current a/c | Electric Lawn Mower | BuyaParcel | S | 101.84 | 20.37 | 122.21 |
| 566 | Maintenance Loose Tools | 07/02/2023 | | Metro Bank Current a/c | Electric Lawn Mower | BuyaParcel | S | 310.82 | 62.17 | 372.99 |
| 567 | Professional Fees | 08/02/2023 | | Metro Bank Current a/c | Solicitors Fee | Kingsfords Solicitors | X | 100.00 | 0.00 | 100.00 |
| 571 | Maintenance Loose Tools | 09/02/2023 | | Metro Bank Current a/c | Staff Training | Think Tail Training Ltd | S | 95.70 | 19.14 | 114.84 |
| 569 | Pavilion Waste Collection | 09/02/2023 | | Metro Bank Current a/c | Pavilion Waste Collection | Trident Waste Managem | X | 117.00 | 0.00 | 117.00 |
| 568 | Office Supplies, Postage & Admin | 09/02/2023 | | Metro Bank Current a/c | Zoom fee | Zoom | X | 14.39 | 0.00 | 14.39 |
| 585 | Pavilion Maintenance | 09/02/2023 | | Metro Bank Current a/c | MUGA Lights Smart Switch Install | Kingsnorth Electrical | X | 252.60 | 0.00 | 252.60 |
| 584 | Pavilion Cleaning | 09/02/2023 | | Metro Bank Current a/c | cleaning | EJP Cleaning Services | X | 294.50 | 0.00 | 294.50 |
| 572 | Van Lease | 13/02/2023 | | NW Current 47793112 | Van rental | Leaseplan | S | 202.12 | 40.42 | 242.54 |
| 586 | Vehicle Fuel | 14/02/2023 | | Metro Bank Current a/c | Van fuel | Fuel Genie | S | 88.47 | 17.69 | 106.16 |
| 548 | Playing Fields CCTV | 15/02/2023 | | Metro Bank Current a/c | Annual Pest Control Contract | Bounty Pest | S | 470.00 | 94.00 | 564.00 |
| 590 | Clothing | 15/02/2023 | | Metro Bank Current a/c | branded clothing | Tylers | S | 126.01 | 25.20 | 151.21 |
| 591 | Ice Rink Deposit | 15/02/2023 | | Metro Bank Current a/c | Ice Rink Deposit 2023 | ICE QUEEN | S | 2,650.00 | 530.00 | 3,180.00 |
| 588 | E-mail | 15/02/2023 | | Metro Bank Current a/c | E-mail Addresses | Microsoft | X | 81.00 | 0.00 | 81.00 |
| 577 | Parish Office Rent | 16/02/2023 | 2/14b | NW Current 47793112 | Office rent | Wealden Leisure | S | 1,041.57 | 208.33 | 1,250.00 |
| 578 | Employer Payments | 17/02/2023 | 2/14b | NW Current 47793112 | Tax & NI | HMRC | X | 1,915.88 | 0.00 | 1,915.88 |
| 592 | Cafe Supplies | 17/02/2023 | | Metro Bank Current a/c | Cafe supplies | Tesco | X | 21.12 | 0.00 | 21.12 |
| 587 | Website | 20/02/2023 | | Metro Bank Current a/c | Website | Whisper Media | Z | 6.10 | 0.00 | 6.10 |
| 593 | Office Supplies, Postage & Admin | 20/02/2023 | | Metro Bank Current a/c | Car Parking | Ringo | X | 2.20 | 0.00 | 2.20 |
| 594 | Footpath Creation | 21/02/2023 | | Metro Bank Current a/c | Footpath A - Vegetation Cut Back | LAMB - LATORE LTD | S | 600.00 | 120.00 | 720.00 |
| 596 | Playing Fields | 21/02/2023 | | Metro Bank Current a/c | Skip Hire | Derek Butler Mini Skips | S | 120.00 | 24.00 | 144.00 |
| 595 | Employer Payments | 21/02/2023 | | Metro Bank Current a/c | Pension contributions | NEST | X | 383.01 | 0.00 | 383.01 |
| 599 | Maintenance Loose Tools | 22/02/2023 | | Metro Bank Current a/c | Key Cutting | Timpson | S | 24.17 | 4.83 | 29.00 |
| 597 | Maintenance Loose Tools | 22/02/2023 | | Metro Bank Current a/c | Key Cutting | myMkey machine | S | 10.50 | 2.10 | 12.60 |
| 598 | Maintenance Loose Tools | 22/02/2023 | | Metro Bank Current a/c | Key Cutting | myMkey machine | S | 15.75 | 3.15 | 18.90 |
| 600 | Cafe Supplies | 22/02/2023 | | Metro Bank Current a/c | Cafe supplies | Brakes | X | 365.57 | 0.00 | 365.57 |
| 603 | Staff Training | 23/02/2023 | | Metro Bank Current a/c | KALC - Course | KALC | S | 60.00 | 12.00 | 72.00 |
| 601 | Pavilion Gas | 23/02/2023 | | Metro Bank Current a/c | Pavilion gas | SSE | X | 192.59 | 0.00 | 192.59 |
| 605 | Cafe Supplies | 23/02/2023 | | Metro Bank Current a/c | Cafe supplies | Landsell | X | 319.84 | 0.00 | 319.84 |
| 604 | Cafe Supplies | 23/02/2023 | | Metro Bank Current a/c | Cafe Coffee | Bloss | X | 95.50 | 0.00 | 95.50 |
| 602 | Cafe Equipment | 23/02/2023 | | Metro Bank Current a/c | Coffee Machine Filter | Redber Coffee | X | 49.94 | 0.00 | 49.94 |
| 609 | Parish Office - Mobile Phone | 24/02/2023 | | NW Current 47793112 | Staff Mobile Phones | BT | S | 23.08 | 4.62 | 27.70 |
| 610 | Maintenance Mobile Phones | 24/02/2023 | | NW Current 47793112 | Staff Mobile Phones | BT | S | 46.17 | 9.23 | 55.40 |
| 580 | Salaries | 24/02/2023 | 2/14b | NW Current 47793112 | Salaries | Salaries | X | 6,510.92 | 0.00 | 6,510.92 |
| 606 | Cafe Supplies | 24/02/2023 | | Metro Bank Current a/c | Cafe supplies | Tesco | X | 15.70 | 0.00 | 15.70 |
| 576 | Pavilion Maintenance | 24/02/2023 | | NW Current 47793112 | heater | Screwfix Direct Ltd | X | 72.00 | 0.00 | 72.00 |
| 607 | Maintenance Staff Training | 24/02/2023 | | Metro Bank Current a/c | Staff Support | HOML | Z | 180.00 | 0.00 | 180.00 |
| 608 | Payroll | 28/02/2023 | | Metro Bank Current a/c | Payroll | Accounts Unlocked | S | 24.36 | 4.87 | 29.23 |
| Total | | | | | | | | 18,244.83 | 1,310.22 | 19,555.05 |

1 March 2023 (2022-2023)

Kingsnorth Parish Council
RECEIPTS LIST

| Voucher | Code | Date | Minute | Bank | Receipt No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|-----------------------------|------------|--------|------------------------|------------|-------------------------------|------------------------------|-----------------|-----------------|-----|--------|
| 221 | Internet | 01/02/2023 | | Metro Bank Reserve a | | Internet | Metro Bank | X | 38.23 | | 38.23 |
| 227 | Cafe Takings | 02/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 79.83 | | 79.83 |
| 248 | Cafe Takings | 06/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 148.14 | | 148.14 |
| 229 | Cafe Takings | 07/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 152.32 | | 152.32 |
| 233 | Country Payne Stall Payment | 07/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Parishioner | X | 15.00 | | 15.00 |
| 225 | Pavilion Hire | 08/02/2023 | | NW Current 47793112 | | Pavilion Hire | 2nd Kingsnorth (Park Farm) I | X | 112.50 | | 112.50 |
| 234 | Country Payne Stall Payment | 08/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Parishioner | X | 15.00 | | 15.00 |
| 235 | Country Payne Stall Payment | 08/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Parishioner | X | 15.00 | | 15.00 |
| 230 | Cafe Takings | 09/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 117.89 | | 117.89 |
| 236 | Country Payne Stall Payment | 09/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Parishioner | X | 15.00 | | 15.00 |
| 237 | Country Payne Stall Payment | 09/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Parishioner | X | 15.00 | | 15.00 |
| 238 | Country Payne Stall Payment | 09/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Parishioner | X | 15.00 | | 15.00 |
| 232 | Cafe Takings | 13/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 118.45 | | 118.45 |
| 231 | Cafe Takings | 14/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 125.73 | | 125.73 |
| 239 | Country Payne Stall Payment | 14/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Parishioner | X | 15.00 | | 15.00 |
| 226 | Pavilion Football | 19/02/2023 | | NW Current 47793112 | | Pavilion Hire | Park Farm Ranges FC | X | 210.00 | | 210.00 |
| 228 | Cafe Takings | 20/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | | | |
| 240 | Cafe Takings | 21/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 63.65 | | 63.65 |
| 251 | MUGA - Casual Hire | 21/02/2023 | | NW Current 47793112 | | MUGA Hire | Art of Football | X | 180.00 | | 180.00 |
| 241 | Cafe Takings | 23/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 51.47 | | 51.47 |
| 242 | Country Payne Stall Payment | 23/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Parishioner | X | 15.00 | | 15.00 |
| 243 | Footpath Creation | 24/02/2023 | | Metro Bank Current a/c | | Refund for Veg Clearance of P | LAMB - LATORE LTD | X | 18.00 | | 18.00 |
| 244 | Country Payne Stall Payment | 24/02/2023 | | Metro Bank Current a/c | | Country Payne Stall Payment | Sabrina Giles | X | 15.00 | | 15.00 |
| 245 | Cafe Takings | 27/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 111.96 | | 111.96 |
| 249 | Internet | 28/02/2023 | | NW (SBA 47793120) | | Internet | Nabwest | X | 78.02 | | 78.02 |
| 250 | Internet | 28/02/2023 | | NW Reserve 47793230 | | Internet | Nabwest | X | 5.64 | | 5.64 |
| 247 | Internet | 28/02/2023 | | Metro Bank Reserve a | | Internet | Metro Bank | X | 52.01 | | 52.01 |
| 246 | Cafe Takings | 28/02/2023 | | Metro Bank Current a/c | | Cafe takings | Paypal | X | 91.86 | | 91.86 |
| Total | | | | | | | | 1,890.70 | 1,890.70 | | |

Kingsnorth Parish Council
Summary of Receipts and Payments
 All Cost Centres and Codes

1 March 2023 (2022-2023)

2023/24 Budget Items

| Code Title | Receipts | | | Payments | | | Net Position |
|-------------------------------------|----------|---------------|---------------|-----------------|------------------|----------|------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 121 Kingsnorth Country Fayre - Fair | | | | 2,533.75 | -2,533.75 | | -2,533.75 (N/A) |
| 131 Deposit | | | | 100.00 | -100.00 | | -100.00 (N/A) |
| 134 Country Fayre Stall Payment 202 | | 255.00 | 255.00 | | | | 255.00 (N/A) |
| 136 Country Fayre Attraction Fee | | | | 208.33 | -208.33 | | -208.33 (N/A) |
| 137 Ice Risk Deposit | | | | 2,650.00 | -2,650.00 | | -2,650.00 (N/A) |
| SUB TOTAL | | 255.00 | 255.00 | 5,492.08 | -5,492.08 | | -5,237.08 (N/A) |

Admin

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------------------------|----------|--------|----------|------------------|------------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 21 Payroll | | | | 450.00 | 313.06 | 136.92 | 136.92 (30%) |
| 22 HR Support | | | | 2,500.00 | 1,575.63 | 923.37 | 923.37 (36%) |
| 23 Staff Training | | | | 1,500.00 | 584.15 | 915.85 | 915.85 (61%) |
| 24 Councillor Training | | | | 1,000.00 | 54.17 | 945.83 | 945.83 (94%) |
| 25 Councillor/Chairman's Allowance | | | | 750.00 | 225.00 | 525.00 | 525.00 (70%) |
| 26 Bank Charges | | | | 40.00 | 35.88 | 4.35 | 4.35 (10%) |
| 27 Audit Fees | | | | 1,120.00 | 780.00 | 340.00 | 340.00 (30%) |
| 28 Professional Fees | | | | 600.00 | 100.00 | 500.00 | 500.00 (83%) |
| 29 Insurance | | | | 2,500.00 | 2,055.46 | 434.54 | 434.54 (17%) |
| 30 Office Supplies, Postage & Admi | | | | 1,250.00 | 1,251.37 | -1.37 | -1.37 (-0%) |
| 31 Telephone and Broadband | | | | 2,250.00 | 1,775.74 | 474.26 | 474.26 (21%) |
| 32 Photocopier and Printer | | | | 1,250.00 | 1,131.68 | 118.32 | 118.32 (9%) |
| 33 Computer Support and Maintena | | | | 2,000.00 | 1,853.60 | 136.40 | 136.40 (6%) |
| 34 Account Software | | | | 950.00 | 950.00 | 35.00 | 35.00 (3%) |
| 35 Online HR Platform | | | | 150.00 | 106.00 | 42.00 | 42.00 (28%) |
| 36 Parish Office Rent | | | | 3,000.00 | 1,250.00 | 1,750.00 | 1,750.00 (58%) |
| 37 Parish Office - Mobile Phone | | | | 254.00 | 253.88 | 10.12 | 10.12 (3%) |
| 101 Office Rates | | | | 1,500.00 | 1,053.42 | 436.58 | 436.58 (29%) |
| 102 Sunflower Competition | | | | 300.00 | 300.00 | | (0%) |
| 135 Transport | | | | | 12.80 | -12.80 | -12.80 (N/A) |
| SUB TOTAL | | | | 23,406.00 | 15,894.63 | 7,714.37 | 7,714.37 (32%) |

Cafe

| Code Title | Receipts | | | Payments | | | Net Position |
|---------------------|----------|--------------|--------------|-----------------|-----------------|---------------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 62 Cafe Supplies | | 17.33 | 17.33 | 7,500.00 | 7,596.12 | -96.12 | -78.79 (-1%) |
| 63 Cafe Consumables | | | | 750.00 | 275.40 | 471.60 | 471.60 (62%) |
| 64 Cafe Workwear | | | | 150.00 | | 150.00 | 150.00 (100%) |
| 65 Cafe Equipment | | | | 500.00 | 229.55 | 270.45 | 270.45 (54%) |
| 66 Cafe Admin | | | | 300.00 | 242.00 | 58.00 | 58.00 (19%) |
| 72 Cafe Donations | | | | | 319.97 | -319.97 | -319.97 (N/A) |
| SUB TOTAL | | 17.33 | 17.33 | 9,200.00 | 8,666.64 | 633.96 | 651.29 (6%) |

Kingsnorth Parish Council
Summary of Receipts and Payments
 All Cost Centres and Codes

1 March 2023 (2022-2023)

Capital

| Code Title | Receipts | | | Payments | | | Net Position |
|---------------------------------|----------|-----------------|-----------------|------------------|------------------|-------------------|---------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 39 Capital | | 4,867.00 | 4,867.00 | | 21,961.46 | -21,961.46 | -17,094.46 (N/A) |
| 95 Benches | | | | 1,250.00 | 1,834.85 | -584.85 | -584.85 (-46%) |
| 96 Christmas Lights/Decorations | | 24.99 | 24.99 | 4,500.00 | 2,221.24 | 2,278.76 | 2,303.75 (51%) |
| 107 Parish Signage | | | | 2,000.00 | 764.95 | 1,235.05 | 1,235.05 (61%) |
| 108 Florio Benches | | | | 2,062.00 | 850.00 | 1,212.00 | 1,212.00 (58%) |
| 120 Memorial Benches | | | | 520.00 | 520.00 | | (0%) |
| SUB TOTAL | | 4,891.99 | 4,891.99 | 16,332.00 | 26,162.50 | -17,820.50 | -12,928.51 (-125%) |

Communications

| Code Title | Receipts | | | Payments | | | Net Position |
|----------------------------------|----------|--------|----------|-----------------|---------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 19 E-mail | | | | 800.80 | 826.00 | -7.20 | -7.20 (-0%) |
| 20 Website | | | | 73.20 | 67.10 | 6.10 | 6.10 (8%) |
| 76 Advertising and Awareness Cam | | | | | | | (N/A) |
| 82 Mapping App | | | | | | | (N/A) |
| 93 Kingsnorth Welcome Pack | | | | 2,000.00 | | 2,000.00 | 2,000.00 (100%) |
| 94 Precept Letter | | | | 500.00 | | 500.00 | 500.00 (100%) |
| SUB TOTAL | | | | 3,304.00 | 893.10 | 2,410.90 | 2,493.90 (73%) |

Income

| Code Title | Receipts | | | Payments | | | Net Position |
|----------------------|-------------------|-------------------|------------------|----------|-----------------|------------------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 1 Precept | 262,401.46 | 262,401.46 | | | | | (0%) |
| 2 Grants | | | | | | | (N/A) |
| 5 Interest | 75.00 | 1,176.21 | 1,101.21 | | | | 1,101.21 (1458%) |
| 6 Pavilion Hire | 500.00 | 1,091.88 | 591.88 | | | | 591.88 (118%) |
| 7 Pavilion Football | 2,520.00 | 2,310.00 | -210.00 | | | | -210.00 (-8%) |
| 8 MUGA - School Hire | 1,500.00 | 1,500.00 | | | | | (0%) |
| 9 MUGA - Casual Hire | 500.00 | 1,329.50 | 829.50 | | | | 829.50 (165%) |
| 10 Maintenance | 500.00 | 150.00 | -350.00 | | | | -350.00 (-70%) |
| 11 Cafe Takings | 13,000.00 | 14,348.55 | 1,348.55 | | | | 1,348.55 (10%) |
| 12 Cafe Grants | | | | | | | (N/A) |
| 13 VAT Reclaim | | 6,166.94 | 6,166.94 | | | | 6,166.94 (N/A) |
| 73 General Admin | | | | | | | (N/A) |
| 119 Queens Jubilee | | 2,957.50 | 2,957.50 | | 2,957.50 | -2,957.50 | (N/A) |
| SUB TOTAL | 280,996.46 | 293,432.66 | 12,436.20 | | 2,957.50 | -2,957.50 | 9,478.98 (3%) |

Kingsnorth Green Spaces

| Code Title | Receipts | | | Payments | | | Net Position |
|----------------------|----------|--------|----------|-----------|--------|-----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 87 Footpath Creation | | 18.00 | 18.00 | 50,000.00 | 600.00 | 49,400.00 | 49,418.00 (98%) |
| 88 Sweeper Bridges | | | | | | | (N/A) |

Created by  Scribe

Page No. 2

Kingsnorth Parish Council
Summary of Receipts and Payments
 All Cost Centres and Codes

1 March 2023 (2022-2023)

| 89 | Bulb Planting | | 500.00 | 375.00 | 125.00 | 125.00 (25%) | | | |
|------------------|-------------------------|--|--------------|--------------|------------------|-----------------|------------------|------------------|--------------|
| 90 | Community Farm Project | | | | | (N/A) | | | |
| 91 | Bird Feeders | | 500.00 | 416.67 | 83.33 | 83.33 (16%) | | | |
| 92 | Habitat Planting/Works | | 2,500.00 | | 2,500.00 | 2,500.00 (100%) | | | |
| 109 | Climate Change Strategy | | 2,500.00 | | 2,500.00 | 2,500.00 (100%) | | | |
| SUB TOTAL | | | 18.80 | 18.80 | 66,866.00 | 1,381.67 | 64,866.33 | 64,826.33 | (97%) |

Maintenance

| Code | Title | Receipts | | | Payments | | | Net Position | |
|------------------|-------------------------------|----------|-----------------|-----------------|------------------|------------------|-----------------|-----------------|--------------|
| | | Budgeted | Actual | Variance | Budgeted | Actual | Variance | | |
| 40 | Repairs | | | | 1,250.00 | 602.67 | 647.33 | 647.33 (44%) | |
| 41 | Playing Fields | | 3,008.00 | 3,008.00 | 10,500.00 | 11,109.32 | -609.32 | 2,398.68 (22%) | |
| 42 | Playing Fields CCTV | | | | | 470.00 | -470.00 | -470.00 (N/A) | |
| 43 | Playing Fields Playgrounds | | | | 1,800.00 | 181.50 | 1,618.50 | 1,618.50 (89%) | |
| 44 | Van Lease | | | | 2,500.00 | 2,245.82 | 254.18 | 254.18 (10%) | |
| 45 | Vehicle Fuel | | | | 2,500.00 | 2,142.40 | 357.60 | 357.60 (14%) | |
| 46 | Vehicle Tax | | | | 50.00 | | 50.00 | 50.00 (100%) | |
| 47 | Maintenance Vehicle Insurance | | | | 1,250.00 | 1,171.77 | 78.23 | 78.23 (6%) | |
| 48 | Workshop Rent | | | | 4,776.00 | 4,376.00 | 399.00 | 399.00 (8%) | |
| 49 | Workshop Rates | | | | | | | (N/A) | |
| 50 | Workshop Insurance | | | | | | | (N/A) | |
| 51 | Workshop Electric | | | | 150.00 | | 150.00 | 150.00 (100%) | |
| 52 | Maintenance Mobile Phones | | | | 508.00 | 507.67 | 33.33 | 33.33 (6%) | |
| 53 | Maintenance Loose Tools | | | | 1,500.00 | 990.37 | 509.63 | 509.63 (33%) | |
| 54 | Maintenance Staff Training | | | | 1,500.00 | 226.61 | 1,273.39 | 1,273.39 (84%) | |
| 55 | MUGA | | | | 100.00 | 20.90 | 79.10 | 79.10 (79%) | |
| 71 | Clothing | | | | 250.00 | 340.11 | -90.11 | -90.11 (-36%) | |
| 83 | Van Repair | | | | | 6.24 | -6.24 | -6.24 (N/A) | |
| 104 | Kickstart Expenses | | | | | | | (N/A) | |
| 126 | Electric Vehicle Deposit | | | | | 250.00 | -250.00 | -250.00 (N/A) | |
| 127 | Electric Vehicle Charging | | | | | 12.00 | -12.00 | -12.00 (N/A) | |
| 128 | Safety App | | | | | 189.12 | -189.12 | -189.12 (N/A) | |
| 133 | PAT Testing | | | | | 125.75 | -125.75 | -125.75 (N/A) | |
| SUB TOTAL | | | 3,008.00 | 3,008.00 | 28,654.00 | 25,969.46 | 3,684.54 | 6,891.56 | (23%) |

Parish Christmas Event

| Code | Title | Receipts | | | Payments | | | Net Position |
|------------------|--------------------|----------|-----------------|-----------------|------------------|-------------------|-------------------|--------------|
| | | Budgeted | Actual | Variance | Budgeted | Actual | Variance | |
| 122 | Ice Risk Hire | | | | 10,600.00 | -10,600.00 | -10,600.00 (N/A) | |
| 123 | Attractions | | 1,852.79 | 1,852.79 | 4,375.00 | -4,375.00 | -2,722.21 (N/A) | |
| 124 | First Aid | | | | 1,276.00 | -1,276.00 | -1,276.00 (N/A) | |
| 125 | Expenses | | 15.00 | 15.00 | 848.56 | -848.56 | -833.56 (N/A) | |
| 129 | Father Christmas | | 788.00 | 788.00 | 1,500.00 | -1,500.00 | -732.00 (N/A) | |
| 130 | Ice Skating Income | | 6,325.74 | 6,325.74 | | | 6,325.74 (N/A) | |
| 132 | Security | | | | 768.00 | -768.00 | -768.00 (N/A) | |
| SUB TOTAL | | | 8,761.53 | 8,761.53 | 19,367.56 | -19,367.56 | -10,606.02 | (N/A) |

Kingsnorth Parish Council
Summary of Receipts and Payments
 All Cost Centres and Codes

1 March 2023 (2022-2023)

Pavilion

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------------------------|----------|--------|----------|------------------|-----------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 56 Pavilion Gas | | | | 2,500.00 | 1,154.76 | 1,345.24 | 1,345.24 (53%) |
| 57 Pavilion Electricity | | | | 4,500.00 | 1,382.12 | 3,117.88 | 3,117.88 (69%) |
| 58 Pavilion Water | | | | 750.00 | 322.01 | 427.99 | 427.99 (57%) |
| 59 Pavilion Fire Safety & Security | | | | 1,000.00 | 816.34 | 183.66 | 183.66 (18%) |
| 60 Pavilion Waste Collection | | | | 1,750.00 | 1,490.52 | 259.48 | 259.48 (14%) |
| 61 Pavilion Cleaning | | | | 2,750.00 | 2,644.00 | 106.00 | 106.00 (3%) |
| 70 Pavilion Maintenance | | | | 4,975.00 | 1,350.28 | 3,624.72 | 3,624.72 (72%) |
| SUB TOTAL | | | | 18,225.00 | 9,160.03 | 9,064.97 | 9,064.97 (49%) |

Queens Jubilee

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------|----------|-----------------|-----------------|------------------|------------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 110 Fun Fair | | 300.00 | 300.00 | 7,000.00 | 5,500.00 | 1,500.00 | 1,500.00 (25%) |
| 111 Toteba | | | | 1,250.00 | 1,340.00 | -90.00 | -90.00 (-7%) |
| 112 First Aid | | | | 1,250.00 | 1,204.00 | 46.00 | 46.00 (3%) |
| 113 PA System | | | | 1,250.00 | 1,250.00 | | 1,250.00 (100%) |
| 114 Security | | | | 700.00 | 832.00 | -132.00 | -132.00 (-18%) |
| 115 Decorations | | 24.52 | 24.52 | 2,431.32 | 889.83 | 1,541.49 | 1,566.21 (64%) |
| 116 Radio | | | | 150.00 | 150.00 | | 150.00 (100%) |
| 117 Beacon | | 34.51 | 34.51 | 490.00 | 490.00 | | 524.51 (107%) |
| 118 Contingency | | 1,000.00 | 1,000.00 | 1,452.10 | 2,525.99 | -1,073.89 | -73.89 (-5%) |
| SUB TOTAL | | 1,369.03 | 1,369.03 | 15,873.42 | 12,291.82 | 3,581.60 | 5,945.83 (31%) |

Recreation Centre

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------------|----------|--------|----------|----------|--------|----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 67 Contingency/Support | | | | | | | (N/A) |
| SUB TOTAL | | | | | | | (N/A) |

Salaries

| Code Title | Receipts | | | Payments | | | Net Position |
|-------------------------|----------|--------|----------|-------------------|------------------|------------------|------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 14 Salaries Admin | | | | 60,951.96 | 48,853.93 | 12,097.92 | 12,097.92 (19%) |
| 15 Salaries Maintenance | | | | 25,719.20 | 20,092.25 | 5,626.95 | 5,626.95 (21%) |
| 16 Employer Payments | | | | 30,000.00 | 29,086.05 | 913.95 | 913.95 (3%) |
| 103 Kickstart Salary | | | | | | | (N/A) |
| SUB TOTAL | | | | 116,671.16 | 98,032.23 | 18,638.92 | 18,638.92 (16%) |

| Section 137 | | | | | | | |
|-----------------------------------|-----------------|-----------------|----------|------------------|------------------|-----------------|-----------------------|
| Code Title | Receipts | | | Payments | | | Net Position |
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 18 Section 137 | | | | | -43.88 | -43.88 | -43.88 (N/A) |
| 80 Community Grants Fund | 6,443.00 | 6,443.00 | | 10,000.00 | 9,942.22 | 57.78 | 6,500.78 (65%) |
| 84 Park Security Patrols | | | | | 3,878.00 | -3,878.00 | -3,878.00 (N/A) |
| 85 Trial Real Nappies Loan Scheme | | | | 1,500.00 | 200.00 | 1,300.00 | 1,300.00 (86%) |
| 86 Outdoor Film Show | | | | 7,500.00 | 1,960.09 | 5,539.91 | 5,539.91 (73%) |
| 100 Free use of Pavilion | | | | 950.00 | | 950.00 | 950.00 (100%) |
| 105 Outdoor Film Show donation | | | | | | | (N/A) |
| 106 Festive lights expenses | | | | | 301.88 | -301.88 | -301.88 (N/A) |
| SUB TOTAL | 6,443.00 | 6,443.00 | | 19,950.00 | 16,416.87 | 3,533.13 | 9,877.33 (60%) |

| Subscriptions | | | | | | | |
|------------------|----------|--------|----------|-----------------|-----------------|--------------|----------------------|
| Code Title | Receipts | | | Payments | | | Net Position |
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 38 Subscriptions | | | | 2,000.00 | 1,949.00 | 51.00 | 51.00 (2%) |
| SUB TOTAL | | | | 2,000.00 | 1,949.00 | 51.00 | 51.00 (2%) |

| Summary | | | | | | | |
|--------------------|------------|-------------------|-----------|------------|-------------------|------------|-----------------|
| NET TOTAL | 280,896.48 | 318,185.84 | 37,189.36 | 363,886.17 | 246,626.87 | 117,259.30 | 96,471.58 (18%) |
| V.A.T. | | 5,433.85 | | | 18,478.06 | | |
| GROSS TOTAL | | 323,619.79 | | | 264,804.13 | | |

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

b. To review invoices and consider authorising payments.

Cllr Ransley proposed that invoices totalling £21,162.95 be authorised for payment.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

c. To consider renewal of HR Consultants and Health & Safety Package.

The Parish Manager had circulated details of the HR Support Service renewal to all Councillors prior to the meeting.

The Parish Manager provided more information on the renewal options.

Cllr Ransley proposed renewal option 1.

Cllr Barber and Cllr Cosgrove agreed with Cllr Ransley

Cllr Hicks proposed renewal option 2.

No Councillors seconded Cllr Hicks proposal.

Cllr Ransleys proposal of accepting renewal option 1 was seconded by Cllr Barber.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR BARBER

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 1

ABSTENTIONS - 0

Motion moved.

13. Planning Matters

a. To consider all planning application received.

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

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: Cllr Ransley suggest – Object as there is no scheme proposed for the mitigation of harmful impacts on Stodmarsh. Please reconult once the relevant documentation has been provided by the applicant.

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: Cllr Ransley suggest – Object as there is no scheme proposed for the mitigation of harmful impacts on Stodmarsh. Please reconult once the relevant documentation has been provided by the applicant.

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.

Comments: Cllr Ransley suggest – No comment

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: Cllr Ransley suggest – No comment

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: Cllr Ransley suggest – No comment

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: Cllr Ransley suggest - Cllr Ransley suggest – Object as there is no scheme proposed for the mitigation of harmful impacts on Stodmarsh. Please reconult once the relevant documentation has been provided by the applicant.

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: Cllr Ransley suggest – No comment

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: Cllr Ransley suggest - 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: Cllr Ransley suggest – No comment

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: Cllr Ransley suggest - Cllr Ransley suggest – Object as there is no scheme proposed for the mitigation of harmful impacts on Stodmarsh. Please reconult once the relevant documentation has been provided by the applicant.

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

Application Number: **PA/2023/0376**

Address: 3, Emperor Way, Kingsnorth, TN23 3QY

Proposal: Proposed conversion of garage and carport and single storey rear extension.

Ward: Roman

Comments Cllr Ransley suggest – The Parish Council objects to this application as the plans submitted do not demonstrate the current level of parking on site and that on site after the proposed development. We are therefore unable to assess therefore the scheme complies with the parking standards given in the local plan.

Cllr Ransley proposed that the comments on the planning application be accepted.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR – 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

b. To note decisions

Decisions noted.

c. To consider any appeals and enforcement matters.

None.

d. Any other planning matters.

i. Planning comment on Brompton Application – PA/2022/2772

ii. Consider potential planning comment on Otterpool Development.

No update received on Brompton Application or Otterpool Development.

14. 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. Review letter to East Kent Hospital Trust regarding moving the A&E to Canterbury and authorise any further action.

Cllr Ransley noted that a response had been received (this document had been circulated to Councillors prior to the meeting).

15. Parish Manager Report.

a. February Report.

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

No Councillors raised any comments on the Parish Manager report.

16. 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 the Joint Transportation Board meeting.

Cllr Giles reminded Councillors that Reverend Adam Childs Church Fund 'Heat or Eat' is still running.

17. 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).

Cllr Cosgrove suggested that consideration be given to naming the Orchard in celebration of the Kings Coronation.

18. Date of Next Meeting

Tuesday 11th April 2023

Cllr Ransley suggested that the Annual Parish Council meeting be held on 16th May 2023.

All Councillors agreed.

There being no further business, Cllr Ransley closed the main meeting at 8.35pm

Signature: _____

Date: _____