

KINGSNORTH PARISH COUNCIL

AGENDA



*Parish Manager: Mr Peter Le Rossignol
Kingsnorth Recreation Centre,
Field View, Ashford, Kent, TN23 3NZ
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To all Members of the Parish Council.

Notice is hereby given, that the next meeting of the Parish Council is to be held on Tuesday 11th April 2023 starting at 7.00pm and to be held in the **Kingsnorth Sports Pavilion, Church Hill, Kingsnorth, TN23 3EF.**

Please be aware that Parish Council Meetings are recorded.

We will be streaming the meeting live on Zoom and Facebook. If you are not able to attend and would like to raise anything with the council or ask a question, please [e-mail](#) the Parish Manager.

To view the meeting please click on the link below or view on our Facebook page
<https://www.facebook.com/KingsnorthPC>

<https://zoom.us/j/96736292465?pwd=N01CMitiM2k4dDNzYXNneG5BZ3pMdz09>

1. **To note those, present and receive apologies.**
2. **To receive declarations of interest.**

Public comments and observations.

(Maximum 15 minutes)

The meeting will be adjourned to allow members of the public to speak. Speakers will be given a maximum of three minutes each to raise issues with the Parish Council. If residents wish to speak, please contact the Parish Manager, on the details at the top of the page, at least 24 hours before the meeting and give an indication of the topic you wish to raise.

Verbal reports from external parties.

(Maximum 15 minutes)

External parties may provide updates which are likely to be of interest to the residents of the Parish and Parish Councillors. If a topic is on the agenda and the member can stay for that item they may, at the discretion of the Chair, speak on that item later.

- a. *Ashford Borough Councillor's Reports.*
- b. *KCC Councillor's Report.*

3. **Minutes.**

- a. [Approval of Minutes of Tuesday 14th March 2023.](#)

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

4. **Parish community grant applications.**

- a. To review community grant applications submitted in March 2023.
- b. To agree/approve/reject applications.

5. **Parish action sheet.**

- a. [To review progress with items on the action sheet \(see appendix A\).](#)
- b. To assign individuals or groups of individuals for development / progressing items.
- c. To authorise any actions *(Such action will only include expenditure (up to £500) where within a budget, otherwise the action should be a main agenda item for decision).*

6. **Kingsnorth Recreation Centre Update.**

- a. [To consider/review legal advice provided and to authorise any further action.](#)

7. **Relocation of Parish Office.**

- a. [To consider the recommendations made by the Parish Office Relocation Working Group and authorise any further action.](#)

8. **Fishing at the Moat.**

- a. [Update on the petition and to authorise any further action.](#)

9. **To review Policies and Re-adopt.**
 - a. [Financial Regulations.](#)
 - b. [Safeguarding Policy.](#)
 - c. [Community Grant Policy.](#)
10. **Parish Information Boards.**
 - a. [To see draft ideas for information to be included on Parish Information Board/s and authorise any further action.](#)
11. **Parish Footpaths Updates.**
 - a. [Footpath Map.](#)
 - b. To provide a verbal update, authorise any invoices or quotes relating to Footpath A.
 - c. [To authorise any invoices or quotes relating to Footpath D.](#)
12. **Financial matters.**
 - a. Finance Report.
 - i. [To receive the March Finance Report Documents.](#)
 - b. [To review invoices and consider authorising payment.](#)
 - c. [Staff Training Requirements for 2023/24.](#)
 - d. [To review revised budget for 2023/24 and approve.](#)
 - e. [Review and approve quote for Kingsnorth Playing Fields Improvements.](#)
13. **Planning matters.**
 - a. [To consider all planning applications received in March.](#)
 - b. [To note decisions.](#)
 - c. To consider any Appeals and Enforcement Matters.
 - d. Any other planning matters.
 - i. [Letter received re Mobile Phone Mast in Park Farm South.](#)
 - ii. [Planning Comment on Brompton Application - PA/2022/2772.](#)
 - iii. [Consider Potential Planning Comment on Otterpool Development.](#)
 - iv. [Kingsnorth Green Planning Comment.](#)
 - v. [Traffic Regulation Order on Bridgefield.](#)
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.
 - i. [Planting a tree in Kingsnorth Community Orchard \(Stubbs Cross WI\).](#)
 - b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.
 - i. [Letter to Kent County Council re Cycle Paths in the Parish.](#)
15. **Parish Manager Reports.**
 - a. [March Report.](#)

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

Members of the Parish Council may provide any updates (*not addressed earlier on the agenda*) they have from their Parish Ward, Internal Committee or External meetings they have attended.
17. **The next or future Agenda(s).**

An indicative table showing intended dates for future items is in [Appendix B.](#)

 - a. To add / remove / amend items.
 - b. To assign Councillors, or others, to the Parish Action Sheet to prepare items for future agenda(s).
18. **Date of Next Meeting Tuesday 16th May 2023**



Peter Le Rossignol (Kingsnorth Parish Council Manager)

Appendix A

PARISH ACTION SHEET

ACTIONS FROM MARCH MEETING

<u>Matter</u>	<u>Ref</u>	<u>Date Added</u>	<u>Who's Responsible</u>	<u>Progress since the last PC meeting</u>	<u>Recommendation & Next Steps</u>
Future of the conservation fields (between Kings. Village and Park Farm).	KP30	December 2020	Parish Manager / Cllr Ransley	Awaiting a response from ABC – Email to be sent.	Action open.
Contact landowners regarding potential footpath route(s) in 2021/2022 budget	KP32	January 2021	Parish Manager / Cllr Ransley	Cllr Ransley / Parish Manager to provide update.	Action open.
Climate Change – Working Group	KP52	May 2022	Cllr Giles / Cllr Gaurav / Cllr Ransley	Working group to meet to discuss climate change calculator	Action open
Kingsnorth Parish Boundary marking	KP53	June 2022	Parish Manager	Parish Manager to report any updates.	Part of the Highways Improvement Plan Action open
Country Fayre 2023	KP56	August 2022	Working Group Parish Manager, Marie, Cllr Wedgbury, Cllr Hicks, Cllr S Moss, Cllr P Moss, Cllr Giles.	No meetings held since last meeting.	Action open.
Adoption of roads in Bridgefield.	BR57	August 2022		Awaiting a response from ABC and KCC. Has been chased.	Action open.
Tree preservation and development	KP59	January 2023		Tree Officer is able to attend the June meeting but requires questions before the meeting.	Action open.
MOAT	KP60	January 2023		On Agenda.	Action open.
Develop plans for possible relocation of Parish Office.	KP61	January 2023		On Agenda.	Action open.
Litter picking	KP62	March 2023		Litter picking locations added to managers monthly report.	Action open.

<u>Matter</u>	<u>Ref</u>	<u>Date Added</u>	<u>Who's Responsible</u>	<u>Progress since the last PC meeting</u>	<u>Recommendation & Next Steps</u>
Allotments	KP63	March 2023		Cllr Ransley to update.	Action open.
Signage on Cycle Paths.	KP64	March 2023		Letter on Agenda	Action open.

Appendix B

Future Agendas

An indicative table showing future items for the financial year.

<u>Topics</u>
<ul style="list-style-type: none">• Parish Vision Proposal.• Receive proposal for habitat planting /works.• Receive draft of 'Introduction to Kingsnorth' pack content.• Action Sheet Allotment(s) sites• End of Cycle Way signs. Differentiate between where pedestrian pathway begins.

Policy Review Months

Document	Review Month
Standing Orders	September 2023
Data Protection and Privacy Policy	December 2023
CHILD AND VULNERABLE ADULT SAFEGUARDING POLICY	April 2023
CO-OPTION PROCEDURE	March 2024
FINANCIAL REGULATIONS	April 2023
Kingsnorth Parish Council – Risk Assessment	September 2023