



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 11th April 2023.

Kingsnorth Pavilion 7.00pm

Present: Cllr Geoff Cosgrove, Cllr Kumar Gaurav, Cllr Katrina Giles, Cllr Aline Hicks, Cllr Stuart Moss (joined meeting at 7.05pm), Cllr Patricia Moss (joined meeting at 7.05pm), Cllr James Ransley (Chair), Cllr Ben Townend (Vice Chair), Cllr Wedgbury (joined meeting at 7.24pm).

Also, present: Fraser Curry (Grounds and Maintenance Assistant), Peter Le Rossignol (Parish Manager), Marie Russell (Assistant Clerk – Admin), 4 members 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 Wedgbury informed Parish office staff that he would be slightly late joining the meeting.

2. To receive declarations of interest.

Cllr Ransley declared an interest on two planning applications due to disagreeing with Ashford Borough Councils decisions and seeking legal advice, (PA/2022/2669 and PA/2022/2772) Cllr Ransley added that he will leave the room if Councillors choose to comment on the applications.

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.

Two residents spoke regarding their issues / concerns on a document relating to Finn Farm Road.

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 – No report received.

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

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

Cllr Heather Hayward, Roman Ward – attended the meeting and updated attendees on the following:

- Coronation Street Party at the Limes Community Garden on Monday 8th May from 12pm – 4pm.

Cllr Jim Wedgbury, Park Farm South – No report received.

b. KCC Councillors' Reports

Cllr David Robey – No report received.

Cllr Ransley suggested that agenda item 13. D. V (Traffic Regulation Order on Bridgefield) is moved to the next item on the agenda – Councillors agreed.

Cllr Townend proposed that since the time of the planning application, working patterns have changed with more people working from home. Would like traffic lights re-surveyed and the traffic modelling revisited.

Cllr Cosgrove seconded Cllr Townend's proposal.

PROPOSED BY CLLR TOWNEND

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 1

ABSTENTIONS - 3

Motion moved.

Cllr Hicks made a counter proposal that the application should be supported by the Parish Council but that it should not be implemented until such a time as there is main road going directly through Finberry directly onto the A2070.

No Councillors seconded Cllr Hicks proposal.

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

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

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

PROPOSED BY CLLR S MOSS

SECONDED BY CLLR TOWNEND

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 March 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 – Parish Manager has put together an email to Ashford Borough Council which pulls together all the issues which the Parish Council are awaiting response to. 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 has put together an email to Ashford Borough Council which pulls together all the issues which the Parish Council are awaiting response to. Action open.
- Climate Change working group – Next meeting to take place after Elections in May. Action open.
- Kingsnorth Parish boundary marking – remove from action sheet and review the Highways improvement plan in September on the main agenda. Remove action.
- Country Fayre 2023 – All plans are going well. Action open.
- Adoption of roads in Bridgefield – Parish Manager has put together an email to Ashford Borough Council which pulls together all the issues which the Parish Council are awaiting response to Action open.
- Tree Preservation and development – Tree Officer will attend Parish Council meeting in June. Tree Officer would like questions prior to attending the meeting. Action open.
- Moat – will be discussed under agenda item 8.a. Action open.
- Develop plans for possible relocation of the Parish Office – will be discussed under agenda item 7.a. Action open.
- Litter picking – Maintenance & Grounds team have been litter picking Kingsnorth playing fields, Village Hall carpark, Church Hill, and the Village Green. Action open.
- Allotments – Parish Manager has contacted Ashford Borough Council and asked for suggested specification for the allotments and then as agreed during the last meeting, a meeting will then be held with residents who have expressed an interest in an allotments group. Action open.
- Signage on cycle paths – will be discussed under agenda item 14.b.i. Action open.

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

None added.

6. Kingsnorth Recreation Centre update.

a. To consider / review legal advice provided and to authorise any further action.

A letter containing legal advice had been circulated to all Councillors prior to the meeting.

The Parish Manager suggested that he contacts Ashford Borough Council Officers and Legal team dealing with the Recreation Centre and ask that the surrender document be revised to include no liability to the Parish Council.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

7. Relocation of Parish Office.

a. To consider the recommendations made by the Parish Office Relocation Working Group and authorise any further action.

A report on the relocation of the Parish Office and quote options had been circulated to all Councillors prior to the meeting.

Cllr Townend updated Councillors on discussions from the working group meeting which had taken place prior to the meeting.

Cllr Wedgbury joined the meeting at 7.24pm.

Discussions took place between Councillors.

Cllr Ransley proposed the Parish Council seek pre-application advice from Ashford Borough Council on the location and then at the next meeting option 2 is brought back as a lease option and a buy option including some of the extra costs which Cllr Cosgrove suggested.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

Cllr Wedgbury commented that he would abstain as he was not present during the whole conversation on this agenda item.

Cllr Cosgrove recommended that another working group be held in two weeks' time – working group members agreed.

8. Fishing at the Moat.

a. Update on the petition and to authorise any further action.

Cllr Ransley proposed that this item be deferred until May.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Cllr Townend proposed that the Parish Manager re-send the link to the survey to social media groups stating the number of signatures that are required.

No Councillors seconded.

9. To review policies and re-adopt.

a. Financial Regulations.

Cllr Ransley proposed that a working group review this document and bring back on as an agenda item for May meeting.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

b. Safeguarding Policy.

Cllr Wedgbury proposed that the Safeguarding Policy be re-adopted.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

c. Community Grant Policy.

Cllr Townend proposed that the Community Grant Policy be re-adopted.

PROPOSED BY CLLR TOWNEND

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

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 Hicks proposed that three information boards be purchased.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

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.

Cllr Ransley provided an update that solicitors are still in communication with landowners.

12. Financial matters.

a. Finance report.

i. To receive the March Finance Report Documents.

3 April 2023 (2022-2023)

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 31/03/2023		
	Cash in Hand 01/04/2022		330,358.03
	ADD Receipts 01/04/2022 - 31/03/2023		326,326.95
			656,684.98
	SUBTRACT Payments 01/04/2022 - 31/03/2023		293,002.32
A	Cash in Hand 31/03/2023 (per Cash Book)		363,682.66
	Cash in hand per Bank Statements		
	Petty Cash 31/03/2023	0.00	
	Nationwide Building Society 31/03/2023	155,741.90	
	NW Current 47793112 31/03/2023	100.00	
	NW SIBA 47793120 31/03/2023	94,497.56	
	NW Reserve 47793368 31/03/2023	8,179.64	
	Metro Bank Reserve a/c 31/03/2023	100,065.62	
	Metro Bank Current a/c 31/03/2023	5,097.94	
			363,682.66
	Less unrepresented payments		
			363,682.66
	Plus unrepresented receipts		
B	Adjusted Bank Balance		363,682.66
	A = B Checks out OK		

Created by  Scribe

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2022 and 31/03/2023)

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		285.00				285.00
136	Country Fayre Attraction F				208.33		-208.33
137	Ice Rink Deposit				2,650.00		-2,650.00
140	Donation		300.00				300.00
142	Seeds				111.66		-111.66
143	Kings Coronation Street P				99.75		-99.75
				£585.00		£5,703.49	-5,118.49

Admin		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
21	Payroll				450.00	343.08	106.92
22	HR Support				2,500.00	1,719.96	780.04
23	Staff Training				1,500.00	1,129.85	370.15
24	Councillor Training				1,000.00	54.17	945.83
25	Councillor/Chairman's Allo				750.00	368.00	382.00
26	Bank Charges				40.00	45.65	-5.65
27	Audit Fees				1,120.00	780.00	340.00
28	Professional Fees				600.00	819.94	-219.94
29	Insurance				2,500.00	2,065.46	434.54
30	Office Supplies, Postage &				1,250.00	1,280.78	-30.78
31	Telephone and Broadband				2,250.00	1,942.76	307.24
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	286.95	-22.95
101	Office Rates				1,500.00	1,063.42	436.58
102	Sunflower Competition				300.00	300.00	
135	Transport					12.80	-12.80
					23,409.00	£17,516.10	5,892.90

Cafe		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
62	Cafe Supplies		17.33		7,500.00	7,826.21	-308.88
63	Cafe Consumables				750.00	410.22	339.78
64	Cafe Workwear				150.00		150.00
65	Cafe Equipment				500.00	240.95	259.05
66	Cafe Admin				300.00	242.00	58.00
72	Cafe Donations					319.97	-319.97
				£17.33	9,200.00	£9,039.35	177.98

Capital		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
39	Capital		4,867.00			30,188.06	-25,321.06
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	1,443.90	556.10
108	Picnic Benches				2,062.00	850.00	1,212.00
120	Memorial Benches				520.00	520.00	
				£4,891.99	10,332.00	£37,058.05	-21,834.06

Communications		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
19	E-mail				820.80	909.00	-88.20
20	Website				73.20	73.20	
78	Advertising and Awarenes						

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 31/03/2023)

Cost Centre Name

82 Mapping App					
93 Kingsnorth Welcome Pack			2,000.00		2,000.00
94 Precept Letter			500.00		500.00
			3,394.00	£962.20	2,411.80

Income

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
1	Precept		262,401.48	262,401.48			
2	Grants						
5	Interest		75.00	1,635.98			1,560.98
6	Pavilion Hire		500.00	1,136.88			636.88
7	Pavilion Football		2,520.00	2,520.00			
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	15,562.87			2,562.87
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	£295,361.15		£2,957.50	11,407.17

Kingsnorth Green Spaces

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
87	Footpath Creation			18.00	50,000.00	2,700.00	47,318.00
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	£3,491.67	52,526.33

Maintenance

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
40	Repairs				1,250.00	717.67	532.33
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			373.39	2,500.00	2,482.94	390.45
45	Vehicle Fuel				2,500.00	2,339.87	160.13
46	Vehicle Tax				50.00		50.00
47	Maintenance Vehicle Insur				1,250.00	1,321.54	-71.54
48	Workshop Rent				4,776.00	4,776.00	
49	Workshop Rates						
50	Workshop Insurance						
51	Workshop Electric				150.00		150.00
52	Maintenance Mobile Phon				528.00	554.04	-26.04
53	Maintenance Loose Tools				1,500.00	1,115.36	384.64
54	Maintenance Staff Training				1,500.00	339.10	1,160.90
55	MUGA				100.00	53.88	46.12
71	Clothing				250.00	345.64	-95.64
83	Van Repair					6.24	-6.24
104	Kickstart Expenses						
126	Electric Vehicle Deposit					250.00	-250.00
127	Electric Vehicle Charging					28.67	-28.67
128	Safety App					189.12	-189.12
133	PAT Testing					125.75	-125.75
138	Litter Picking Equipment					12.37	-12.37
141	Consumables					31.21	-31.21
				£3,381.39	28,654.00	£26,450.22	5,585.17

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 31/03/2023)

Cost Centre Name

Parish Christmas Event		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
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
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

Pavilion		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
56	Pavilion Gas				2,500.00	1,199.67	1,300.33
57	Pavilion Electricity				4,500.00	1,382.12	3,117.88
58	Pavilion Water				750.00	322.01	427.99
59	Pavilion Fire Safety & Sec				1,000.00	1,298.14	-298.14
60	Pavilion Waste Collection				1,750.00	1,584.12	165.88
61	Pavilion Cleaning				2,750.00	2,862.99	-112.99
70	Pavilion Maintenance				4,975.00	1,668.22	3,306.78
					18,225.00	£10,317.27	7,907.73

Queens Jubilee		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		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	Radlos				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
			£1,359.03		15,973.42	£12,291.62	5,040.83

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

Salaries		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
14	Salaries Admin				60,951.55	53,254.39	7,697.16
15	Salaries Maintenance				25,719.20	22,748.73	2,970.47
16	Employer Payments				30,000.00	31,637.14	-1,637.14
103	Kickstart Salary						
					116,670.75	£107,640.26	9,030.49

Section 137		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
18	Section 137					43.68	-43.68
80	Community Grants Fund		6,443.00		10,000.00	10,942.22	5,500.78
84	Park Security Patrols					3,878.00	-3,878.00
85	Trial Real Napples Loan S				1,500.00	200.00	1,300.00
86	Outdoor Film Show				7,500.00	1,950.09	5,539.91
100	Free use of Pavilion				950.00		950.00
105	Outdoor Film Show donati						
106	Festive lights expenses					391.68	-391.68

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 31/03/2023)

Cost Centre Name							
139 COVID Stones						66.81	-66.81
		£6,443.00	19,950.00	£17,482.48			8,910.52
Subscriptions		Receipts		Payments		Current Balance	
Code	Title	Bal. B/Fwd.	Budget	Actual	Budget	Actual	Budget
38	Subscriptions				2,000.00	1,949.00	51.00
					2,000.00	£1,949.00	51.00
NET TOTAL		280,996.48	£320,818.42	303,808.17	£272,246.76		71,383.35

3 April 2023 (2022-2023)

Kingsnorth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2022 and 31/03/2023)

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Income	280,996.48	295,361.15	14,364.67 (5%)		2,957.50	-2,957.50 (-2957%)	11,407.17
Salaries			0.00 (N/A)	116,670.75	107,640.26	9,030.49 (7%)	9,030.49
Section 137		6,443.00	6,443.00 (644300)	19,950.00	17,482.48	2,467.52 (12%)	8,910.52
Communications			0.00 (N/A)	3,394.00	982.20	2,411.80 (71%)	2,411.80
Admin			0.00 (N/A)	23,409.00	17,516.10	5,892.90 (25%)	5,892.90
Subscriptions			0.00 (N/A)	2,000.00	1,949.00	51.00 (2%)	51.00
Capital	4,891.99	4,891.99	(489199)	10,332.00	37,058.05	-26,726.05 (-258%)	-21,834.06
Maintenance	3,381.39	3,381.39	(338139)	28,654.00	26,450.22	2,203.78 (7%)	5,585.17
Pavilion			0.00 (N/A)	18,225.00	10,317.27	7,907.73 (43%)	7,907.73
Cafe		17.33	17.33 (1733%)	9,200.00	9,039.35	160.65 (1%)	177.98
Recreation Centre			0.00 (N/A)			0.00 (N/A)	0.00
Kingsnorth Green Spaces		18.00	18.00 (1800%)	56,000.00	3,491.67	52,508.33 (93%)	52,526.33
Queens Jubilee		1,359.03	1,359.03 (135903)	15,973.42	12,291.62	3,681.80 (23%)	5,040.83
2023/24 Budget Items		585.00	585.00 (58500%)		5,703.49	-5,703.49 (-57034)	-5,118.49
Parish Christmas Event		8,761.53	8,761.53 (876153)		19,367.55	-19,367.55 (-19367)	-10,606.02
NET TOTAL	280,996.48	320,818.42	39,821.94 (14%)	303,808.17	272,246.76	31,561.41 (10%)	71,383.35
Total for ALL Cost Centres		320,818.42			272,246.76		
V.A.T.		5,508.53			20,755.56		
GROSS TOTAL		326,326.95			293,002.32		

Voucher	Code	Date	Minute	Bank	Description	Supplier	VAT Type	Net	VAT	Total
811	Office Supplies, Postage & Admin	02/03/2023		Metro Bank Current a/c	Wall Planner and Stickers	Amazon	S	4.98	0.00	5.99
812	Office Supplies, Postage & Admin	02/03/2023		Metro Bank Current a/c	Wall Planner and Stickers	Clear Mind Concepts	S	9.15	1.83	10.99
813	Cafe Supplies	03/03/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	8.60	0.00	8.60
814	Maintenance Vehicle Insurance	06/03/2023		Metro Bank Current a/c	Van Insurance Premium for New Van	Zurich	Z	149.77	0.00	149.77
817	Workshop Rent	06/03/2023		NW Current 47793112	Workshop lease	Van & Car	Z	398.00	0.00	398.00
816	Pavilion Cleaning	06/03/2023		Metro Bank Current a/c	cleaning	E.P. Cleaning Services	X	217.00	0.00	217.00
815	Pavilion Waste Collection	06/03/2023		Metro Bank Current a/c	Pavilion Waste Collection	Tribent Waste Management Ltd	X	93.80	0.00	93.80
818	IT Support	07/03/2023		Metro Bank Current a/c	IT Support	Orbit UK	S	143.33	28.67	172.00
820	Maintenance Loose Tools	08/03/2023		Metro Bank Current a/c	Lawn Mower Batteries	PowerToolMale	S	124.98	25.00	149.98
822	Professional Fees	08/03/2023		Metro Bank Current a/c	Land Registration Of Kingsnorth Village Hall	Kingsford Solicitors	S	550.00	110.00	660.00
823	Footpath Creation	08/03/2023		Metro Bank Current a/c	Footpath & Land Transfer	Kingsford	X	300.00	0.00	300.00
822	Professional Fees	08/03/2023		Metro Bank Current a/c	Land Registration Of Kingsnorth Village Hall	Kingsford Solicitors	X	169.94	0.00	169.94
821	Community Grants Fund	08/03/2023		Metro Bank Current a/c	Community Grant Payment	Singleton Spaces	X	1,000.00	0.00	1,000.00
824	Telephone and Broadband	09/03/2023		Metro Bank Current a/c	Telephone	BT	S	167.02	33.41	200.43
826	Electric Vehicle Charging	09/03/2023		Metro Bank Current a/c	Electric Vehicle Charging	Pod Point	S	4.17	0.83	5.00
828	Litter Picking Equipment	09/03/2023		Metro Bank Current a/c	Litter Picking Gloves	VOYTO LTD	S	12.37	2.48	14.88
816	Maintenance Staff Training	09/03/2023		NW Current 47793112	printing course	East Malling Trust	X	90.00	0.00	90.00
827	Office Supplies, Postage & Admin	09/03/2023		Metro Bank Current a/c	Zoom fee	Zoom	S	18.59	0.00	18.59
828	Prints, Office - Mobile Phone	10/03/2023		Metro Bank Current a/c	Mobile Phone Charges	Amason	S	9.99	2.00	11.99
833	Van Lease	13/03/2023		NW Current 47793112	Van rental	Leaseplan	S	202.12	40.42	242.54
831	COVID Stones	13/03/2023		Metro Bank Current a/c	COVID Stones	Baker Ross Ltd	S	28.29	5.88	33.95
830	COVID Stones	13/03/2023		Metro Bank Current a/c	COVID Stones Pen's	MHS ECO FRIENDLY LTD	S	23.32	4.88	27.96
829	Cafe Supplies	13/03/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	3.80	0.00	3.80
834	Vehicle Fuel	14/03/2023		Metro Bank Current a/c	Van fuel	Fuel Genie	S	197.47	39.50	236.97
829	COVID Stones	14/03/2023		Metro Bank Current a/c	COVID Stones	Quikdraw Supplies Limited	S	15.20	3.04	18.24
836	Staff Training	14/03/2023		Metro Bank Current a/c	SLCC Qualification Fee (Cllca)	SLCC	Z	480.00	0.00	480.00
844	Pavilion Fire Safety & Security	15/03/2023		Metro Bank Current a/c	Pavilion security system	Chubb	S	481.80	96.38	578.18
837	Cafe Equipment	15/03/2023		Metro Bank Current a/c	Coffee Machine Part	Aqua Care Ltd	S	4.90	0.98	5.98
842	Councillor/Chairman's Allowance	15/03/2023		Metro Bank Current a/c	Staff Gifts	Links Florist	X	70.00	0.00	70.00
840	Councillor/Chairman's Allowance	15/03/2023		Metro Bank Current a/c	Staff Gifts	Teaco	X	35.50	0.00	35.50
841	Councillor/Chairman's Allowance	15/03/2023		Metro Bank Current a/c	Staff Gifts	Teaco	X	35.50	0.00	35.50
843	E-mail	15/03/2023		Metro Bank Current a/c	E-mail Addresses	Microsoft	X	81.00	0.00	81.00
838	Cafe Equipment	15/03/2023		Metro Bank Current a/c	Coffee Machine Part	Spring Clear	X	8.50	0.00	8.50
839	Van Lease	15/03/2023		Metro Bank Current a/c	Car Wash	Waves Car Wash	X	35.00	0.00	35.00
845	Employer Payments	17/03/2023		NW Current 47793112	Tax & NI	HMRC	X	2,142.51	0.00	2,142.51
854	Pavilion Maintenance	20/03/2023		Metro Bank Current a/c	Pavilion Cupboard Socket Installation	Kingsnorth Electrical	X	174.00	0.00	174.00
866	Website	20/03/2023		Metro Bank Current a/c	Website	Whisper Media	Z	8.10	0.00	8.10
851	Electric Vehicle Charging	21/03/2023		Metro Bank Current a/c	Electric Vehicle Charging	Pod Point	S	4.17	0.83	5.00
856	Employer Payments	21/03/2023		Metro Bank Current a/c	Pension contributions	HSBC	S	408.58	0.00	408.58
858	Footpath Creation	21/03/2023		Metro Bank Current a/c	Footpath & Land Transfer Fee - Penlinton Homes SE	Kingsford Solicitors	X	1,800.00	0.00	1,800.00
860	Pavilion Cleaning	22/03/2023		Metro Bank Current a/c	Washing Up Liquid	Teaco	X	1.99	0.00	1.99
861	Cafe Supplies	22/03/2023		Metro Bank Current a/c	Cafe Milk	Teaco	X	9.90	0.00	9.90
862	Cafe Supplies	22/03/2023		Metro Bank Current a/c	Cafe Food	Brakes	X	197.79	0.00	197.79
864	Consumables	23/03/2023		Metro Bank Current a/c	Blue Roll	Alfa & Co Trading Ltd	S	31.21	6.24	37.45
865	Seeds	23/03/2023		Metro Bank Current a/c	Fruit and Veg Seeds	Gutsons	S	111.88	22.33	133.99
869	Prints, Office - Mobile Phone	24/03/2023		NW Current 47793112	Staff Mobile Phones	BT	S	23.08	4.62	27.70
870	Maintenance Mobile Phones	24/03/2023		NW Current 47793112	Staff Mobile Phones	BT	S	46.17	9.23	55.40
863	Resins	24/03/2023		NW Current 47793112	Main goods	Screwfix Direct Ltd	S	28.00	5.60	33.60
862	Clothing	24/03/2023		NW Current 47793112	gloves	Screwfix Direct Ltd	S	5.23	1.11	6.94
868	Pavilion Maintenance	24/03/2023		NW Current 47793112	Pavilion supplies	HCC	X	143.94	0.00	143.94
846	Salaries	24/03/2023		NW Current 47793112	Salaries	Salaries	S	7,086.94	0.00	7,086.94
861	MBA	24/03/2023		NW Current 47793112	padlock	Screwfix Direct Ltd	X	32.98	0.00	32.98
863	Pavilion Gas	24/03/2023		Metro Bank Current a/c	Pavilion gas	BSE	X	44.91	0.00	44.91
866	Kings Coronation Street Party Pack	25/03/2023		Metro Bank Current a/c	Kings Coronation Street Party Pack	CutPrice/Wholesaler	S	99.75	19.95	119.70
868	Staff Training	25/03/2023		Metro Bank Current a/c	Staff Training	Think Tall Training Ltd	S	95.70	19.14	114.84
867	Cafe Consumables	25/03/2023		Metro Bank Current a/c	Cafe Takeaway Cups	Velopak Group	X	131.82	0.00	131.82
874	Prints, Signage	25/03/2023		Metro Bank Current a/c	Dog Waste Bag Station	Eco Green Communities	S	878.95	135.79	914.74
873	Maintenance Staff Training	25/03/2023		Metro Bank Current a/c	Staff Training	Training Express	S	22.49	4.50	26.99
872	Cafe Supplies	25/03/2023		Metro Bank Current a/c	Cafe supplies	Teaco	X	12.00	0.00	12.00
876	Payroll	30/03/2023		Metro Bank Current a/c	Payroll	Accounts Unlocked	S	30.00	6.00	36.00
875	Electric Vehicle Charging	30/03/2023		Metro Bank Current a/c	Electric Vehicle Charging	Pod Point	S	8.33	1.67	10.00
877	Capital	31/03/2023		Metro Bank Current a/c	Replacement Boiler and Heating System	Aquaheat Ashford Ltd	S	8,226.60	1,645.32	9,871.92
871	Bank Charges	31/03/2023		NW Current 47793112	Bank charges	Netsweet	X	10.00	0.00	10.00
Total								26,720.88	2,477.40	28,998.19

3 April 2023 (2022-2023)

**Kingsnorth Parish Council
RECEIPTS LIST**

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
252	Cafe Takings	02/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	100.52		100.52
253	Cafe Takings	06/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	149.86		149.86
256	Pavilion Football	06/03/2023		NW Current 47793112		Pavilion Hire	Park Farm Rangers FC	X	210.00		210.00
257	Cafe Takings	07/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	98.12		98.12
259	Cafe Takings	09/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	139.44		139.44
258	Cafe Takings	13/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	26.04		26.04
260	Pavilion Hire	13/03/2023		NW Current 47793112		Pavilion Hire	K Dodds	X	45.00		45.00
262	Country Payne Bill Payment	14/03/2023		Metro Bank Current a/c		Country Payne Bill Payment	Parishioner	X	30.00		30.00
261	Cafe Takings	15/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	66.47		66.47
263	Cafe Takings	20/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	104.67		104.67
264	Cafe Takings	21/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X			
266	Cafe Takings	24/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	114.03		114.03
265	Donation	24/03/2023		Metro Bank Current a/c		Kingsnorth Country Payne - Do	Barnett Homes C/O Building 1	X	300.00		300.00
267	Cafe Takings	27/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	153.76		153.76
268	Cafe Takings	28/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	121.85		121.85
269	Van Lease	30/03/2023		NW Current 47793112		Van rental	Leaseplan	S	373.39	74.68	448.07
270	Cafe Takings	30/03/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	139.59		139.59
272	Internet	31/03/2023		NW Reserve 47793126		Internet	Netsweet	X	6.94		6.94
273	Internet	31/03/2023		NW BSA 47793120		Internet	Netsweet	X	65.77		65.77
271	Internet	31/03/2023		Metro Bank Reserve a/c		Internet	Metro Bank	X	65.62		65.62
Total								3,331.04	74.68	2,405.72	

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

b. To review invoices and consider authorising payments.

Cllr Ransley proposed that invoices totalling £29,692.74 be authorised for payment, less £6,500.00 which is to be paid in May.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

c. Staff training requirements for 2023/24.

Report had been circulated to all Councillors prior to meeting.

Cllr Ransley proposed the Parish Manager look more into option 2 of the playground safety course.

Cllr Ransley proposed that the Parish Council delegate authority to the Parish Manager to pursue option 2 on the Playground Inspection course, assuming he can get sufficient members signed up, if not option

1 should be selected. The Maintenance staff budget is increased to £3,200.00. Office staff training and any other training is delegated to the staffing committee.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

d. To review revised budget for 2023 / 24.

Cllr Ransley proposed the changes to the maintenance budget.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

e. Review and approve quote for Kingsnorth playing fields improvements.

Cllr Cosgrove proposed that the quotation for the Kingsnorth Playing fields be approved.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

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/2023/0035 (deferred from March meeting)**

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.

Ward:

Comments: Councillor Ransley suggests – Defer until May

Application Number: **PA/2022/2669 (deferred from March meeting)**

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 suggests – Defer to May

Cllr Ransley asked Councillors if they would like to comment on this application and he would leave room due to declaration of interest – Councillors chose to defer application to May meeting.

Application Number: **21/01595/AS**

Address: Waterbrook Park, Waterbrook Avenue, Sevington, Kent

Proposal: Reserved matters application to consider access, appearance, landscaping, layout and scale pursuant to outline planning permission 18/00098/AS for the development of 364 dwellings, a convenience/farm shop/ café building, wetland area, landscaping, open space, drainage, parking and other associated infrastructure Additional Documentation Submitted - Amended description. Amended plans submitted 400 dwellings reduced to 364, new on-site public open space and detailed changes.

Ward:

Comments: Cllr Ransley suggests – The Parish Council objects as we do not believe that the hydraulic modelling for this area of the Stour Catchment is sufficiently robust given the changes in topology and features introduced. The applicant has not tested the proposed design in a reservoir breach scenario to provide a before development and after development comparison. This is necessary to demonstrate no increased risk to existing residents near the floodplain in this area.

Application Number: **PA/2023/0492**

Address: Chene, Stumble Lane, Kingsnorth, TN23 3EZ

Proposal: Erection of front dormer window and side Dutch gable (part retrospective)

Ward: Kingsnorth Village

Comments: Cllr Ransley suggests – no objection.

Application Number: **NOT/2023/0566**

Address: Reed Crescent Streetworks, Reed Crescent, Park Farm, Ashford, TN23 3RG

Proposal: Prior Notification for proposed telecommunications installation: Proposed 15.0m Phase 8 Monopole and associated ancillary works.

Ward: Park Farm South

Will be discussed during agenda item 13.d.i.

Application Number: **PA/2023/0495**

Address: The Homelands, Ashford Road, Kingsnorth, Ashford, Kent TN26 1NJ

Proposal: Proposed nine dwellings and associated landscaping.

Ward: Kingsnorth Village

Comments: Cllr Ransley suggests – Defer due to Purdah

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

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR - 9

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. Letter received re Mobile Phone Mast in Park Farm South.

Cllr Wedgbury proposed responding to the application with alternative locations due to the proposed location being a traffic hazard.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR – 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

ii. Planning comment on Brompton application – PA/2022/2772.

Cllr Ransley had declared an interest in this application. Cllr Ransley asked Councillors if they would like to comment or defer, Councillors agreed to defer comments until May.

iii. Consider potential planning comment on Otterpool Development.

Cllr Ransley reported that the Otterpool development had been decided during Purdah.

iv. Kingsnorth Green Planning comment.

Cllr Hicks proposed that the Parish Council defer comments, due to Purdah until May and arrange a meeting with residents.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR – 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

v. Traffic regulation order on Bridgefield.

This item had been brought forward earlier on the agenda.

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).

Cllr Hicks declared an interest as part of the Stubbs Cross WI.

Cllr Ransley suggested that a letter be written to the WI informing them that Kingsnorth Parish Council will be replanting any dead trees in the Community Orchard and ask if they would like to plan an event during harvest and allowing the WI to have a plaque on one of the fruit trees.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR S MOSS

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

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

i. Letter to Kent Country Council re Cycle paths in the Parish.

Cllr Cosgrove proposed that the letter be sent to Kent County Council.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR HICKS

15. Parish Manager Report.

a. March 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 Wedgbury reported that he had seen a live dormouse on Park Farm and also found a wild bees nest.

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).

18. Date of Next Meeting

Tuesday 16th May 2023

There being no further business, Cllr Ransley closed the main meeting at 8.26pm.

Signature: _____

Date: _____