



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 13th June 2023.

Kingsnorth Pavilion 7.00pm

Present: Cllr Alison Breese, Cllr Jon Clarke, Cllr Geoff Cosgrove, Cllr Katrina Giles, Cllr Heather Hayward (Vice Chair), Cllr Aline Hicks, Cllr Terry Jones, Cllr James Ransley, Cllr Ben Townend, Cllr Wedgbury.

Also, present: Fraser Curry (Grounds and Maintenance Assistant), Peter Le Rossignol (Parish Manager), Matthew O'Neill (Grounds and Maintenance Supervisor), Marie Russell (Assistant Clerk – Admin), 6 members of the public attended the meeting.

1. To Elect Parish Council Chair.

Cllr Hicks proposed that Cllr Jones be elected as Chair.
Cllr Cosgrove seconded.

Cllr Giles proposed that Cllr Ransley be elected as Chair.
Cllr Townend seconded.

Councillors voted by show of hands:
Cllr Jones received 5 votes.
Cllr Ransley received 5 votes.

Vice Chair had deciding vote and voted in favour of Cllr Ransley.

Cllr Ransley was elected Chair and proceeded with the meeting.

2. 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.

All Parish Councillors were present.

3. To receive declarations of Interest.

Cllr Wedgbury is a Trade Union shop steward for USDAW.

Cllr Breese is Chair of the Kingsnorth Village Hall committee and the Community Lead on the South Ashford Garden Community.

Cllr Heather Hayward is the Borough Council representative on the CMO organisation for the South Ashford Garden Community.

Cllr Giles is a Member Liaison for Home Start in Ashford.

Cllr Ransley is leader of Consensus which is registered with the Electoral Commission.

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.

None.

Verbal reports from external parties.

External parties may provide updates which are likely to be of interest to the residents of the Parish and Parish Councillors.

a. Ashford Borough Councillors' Reports

Cllr Clive Hallett, Washford – submitted apologies to the Parish office prior to the meeting.

Cllr Ben Townend, Park Farm North – Nothing to report.

Cllr Ray McGeever, Kingsnorth Village and Bridgefield – submitted his apologies along with a report which was circulated to all Councillors prior to the meeting.

Cllr Katrina Giles, Park Farm South – reported on the following:

- Park Farm Play Park update.
- Dragon Art.
- Eurostar petition.
- Community Engagement.
- Litter pick.

Cllr Heather Hayward, Roman Ward – reported on the following:

- Ward Member Grant Scheme.

b. KCC Councillors' Reports

Cllr David Robey – submitted his apologies along with a report which was circulated to all Councillors prior to the meeting.

At this point in the meeting, Cllr Ransley proposed that planning application PA/2023/0715 be moved forward on the agenda due to members of the public attending solely for this agenda item.

Cllr Hicks had drafted an email for the application and read it out to all Council members and members of the public.

Discussions took place between Councillors and members of the public.

Cllr Ransley proposed that the Parish Council arrange a meeting with Great Chart and Shadoxhurst Parish Councils and that residents put their thoughts together to draft a comment which will then be sent to Ashford Borough Council.

Cllr Ransley added a second part to his proposal that the Parish Council submit their comments on the planning application with the additions requested by Cllr Hicks.

PROPOSED BY CLLR RANSLEY SECONDED BY CLLR COSGROVE
ALL THOSE IN FAVOUR - 10 ALL THOSE AGAINST - 0 ABSTENTIONS - 0
Motion moved.

4. Approval of Minutes of Tuesday 16th May 2023.

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

PROPOSED BY CLLR COSGROVE SECONDED BY CLLR TOWNEND
ALL THOSE IN FAVOUR - 10 ALL THOSE AGAINST - 0 ABSTENTIONS - 0
Motion moved.

5. To appoint Councillors or representatives to the following outside bodies/Parish Council Committees.

- a. KALC (Ashford Area) – Cllr Cosgrove confirmed that he would like to be the appointed Councillor.
- b. Staffing Committee – Cllr Hicks confirmed that she would like to remain on the staffing committee.

All Councillors agreed.

6. Parish Community Grant Applications.

- a. To review community grant applications submitted in May 2023.
 - i. Kingsnorth Village Hall.

Reason for grant application – Kitchen refurbishment.

Total grant requested - £4,000.00.

- b. To agree / approve / reject applications.

Cllr Hicks proposed that the grant application be agreed.

PROPOSED BY CLLR HICKS SECONDED BY CLLR GILES
ALL THOSE IN FAVOUR - 8 ALL THOSE AGAINST - 0 ABSTENTIONS - 1
Motion moved.

7. 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 had 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 had 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 – on the main agenda. Action open.
- Country Fayre 2023 – on the main agenda. Action open.
- Adoption of roads in Bridgefield – Parish Manager has received a response from ABC stating that it is down to KCC. Action open.
- Tree Preservation and development – on the main agenda. Action open.
- Moat – on the main agenda. Action open.
- Develop plans for possible relocation of the Parish Office – on the main agenda. Action open.
- Litter picking – The Parish Manager will provide a map for the next Parish Council meeting in July detailing where has been litter picked. Action open.
- Letters be written to retiring Parish Councillors thanking them for their service – The Parish Manager produced the letter which all Councillors signed. Action completed.

Cllr Ransley asked Councillors if they had any actions that they would like to add to the Action Sheet. Cllr Hicks requested that Homelands grant application update be added.

8. Civility and Respect Pledge.

- a. To pass a resolution to sign up to the civility and respect pledge.

Cllr Wedgbury proposed that this item be deferred to the next meeting for more clarification.

Cllr Breese and Cllr Hayward proposed that the Parish Manager completes an audit and brings findings back to a future Parish Council meeting.

PROPOSED BY CLLRS BREESE AND HAYWARD SECONDED BY CLLR WEDGBURY
ALL THOSE IN FAVOUR - 10 ALL THOSE AGAINST - 0 ABSTENTIONS - 0
Motion moved.

9. Report on South Ashford Garden Community.

- a. To agree next steps and authorise any further action.

Cllr Breese reported on the South Ashford Garden community.

20.07 Cllr Townend left the meeting.

Cllr Breese proposed that a link to the South Ashford Garden Community be placed on the Parish Council website.

Cllr Breese second part of her proposal was that a strategic planning meeting be held and as a Parish Council decide what the Parish Council strategic priorities are, from that develop community development.

The Parish Manager is to liaise with Cllr Breese.

PROPOSED BY CLLR BREESE SECONDED BY CLLR HAYWARD
ALL THOSE IN FAVOUR – 9 ALL THOSE AGAINST - 0 ABSTENTIONS - 0
Motion moved.

10. Kingsnorth Country Fayre.

- a. Update on Kingsnorth Country Fayre 2023.

- b. To agree date and outline budget for Kingsnorth Country Fayre 2024.

The Parish Clerk (admin) and the Parish Manager reported on the Country Fayre 2023.

Cllr Hicks commented that the Parish Staff did an excellent job of running the whole event and thanked them for their hard work.

Cllr Breese proposed that the date be agreed as Saturday 25th May 2024 and that a budget of up to £20,000.00 be agreed.

PROPOSED BY CLLR BREESE SECONDED BY CLLR GILES
ALL THOSE IN FAVOUR – 9 ALL THOSE AGAINST - 0 ABSTENTIONS - 0

Motion moved.

11. Kingsnorth Parish Christmas Event.

- a. To agree booking of attractions for the Christmas Event.
Councillors agreed to the Parish staff booking attractions for the Christmas Event 2023.

12. Kingsnorth Parish Council Working Groups.

- a. To consider membership of the following Parish Council Working Groups.
 - i. Climate Change
Cllr Ransley, Cllr Giles, and Cllr Wedgbury.
 - ii. Kingsnorth Country Fayre
Cllr Wedgbury, Cllr Giles, and Cllr Hicks.
Cllr Cosgrove asked that the name of this working group be changed to Kingsnorth Events – all Councillors agreed.

- iii. Parish Office Relocation Group
Cllr Townend, Cllr Cosgrove, and Cllr Hicks.

Cllr Ransley proposed that the working group members be agreed as discussed.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR – 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

13. Relocation of Parish Office.

- a. To consider, agree and authorise the type of Parish Office to purchase.
Cllr Cosgrove proposed that the original office option be agreed.

Cllr Hicks proposed that the second office option be agreed.
Cllr Breese seconded the motion.

Cllr Wedgbury seconded Cllr Cosgrove's motion.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR BREESE

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 4

ABSTENTIONS - 1

Motion moved.

14. Fishing at the Moat.

- a. Update on the petition and to authorise any further action.
Conversations took place between Councillors.

9.00pm Cllr Cosgrove proposed the suspension of standing orders.

Cllr Ransley seconded the motion.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR RANSLEY

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Cllr Hayward suggested that she takes this action away to Borough Councillors (Cllr Hayward, Cllr Giles, Cllr Townend, Cllr McGeever, and Cllr Hallett) and between them find the relevant officers, Cllr Hayward will then report back at the next Parish Council meeting.
Councillors noted Cllr Haywards suggestion.

15. Trees in Kingsnorth.

- a. To review Ashford Borough Council's response to our questions on trees.
Cllr Hicks reported on a meeting she had attended.
Cllrs noted Cllr Hicks report.

16. Financial matters.

- a. Finance report.
 - i. To receive the May 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 31/05/2023			
	Cash in Hand 01/04/2023		363,848.01
	ADD Receipts 01/04/2023 - 31/05/2023		156,234.35
			520,082.36
	SUBTRACT Payments 01/04/2023 - 31/05/2023		63,203.95
A	Cash in Hand 31/05/2023 (per Cash Book)		456,878.41
	Cash in hand per Bank Statements		
	Petty Cash 30/04/2023	0.00	
	Nationwide Building Society 30/04/2023	156,070.84	
	NW Current 47793112 30/04/2023	100.00	
	NW SIBA 47793120 30/04/2023	205,146.20	
	NW Reserve 47793368 30/04/2023	8,193.98	
	Metro Bank Reserve a/c 30/04/2023	75,173.37	
	Metro Bank Current a/c 30/04/2023	12,194.02	
			456,878.41
	Less unrepresented payments		
			456,878.41
	Plus unrepresented receipts		
B	Adjusted Bank Balance		456,878.41
	A = B Checks out OK		

Kingsnorth Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

Admin	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	21	Payroll				450.00	60.00	390.00
	22	HR Support				2,500.00	320.00	2,180.00
	23	Staff Training				1,500.00	300.03	1,199.97
	24	Councillor Training				1,000.00		1,000.00
	25	Councillor/Chairman's Allo				750.00		750.00
	26	Bank Charges				40.00		40.00
	27	Audit Fees				1,120.00		1,120.00
	28	Professional Fees				1,036.00		1,036.00
	29	Insurance				2,500.00		2,500.00
	30	Office Supplies, Postage &				2,250.00	523.46	1,726.54
	31	Telephone and Broadband				2,250.00	322.94	1,927.06
	32	Photocopier and Printer				1,250.00	236.98	1,013.02
	33	Computer Support and Mz				2,000.00	287.50	1,712.50
	34	Account Software				1,140.00		1,140.00
	35	Online HR Platform				150.00		150.00
	36	Parish Office Rent				3,000.00	4,500.00	-1,500.00
	37	Parish Office - Mobile Pho				264.00	46.16	217.84
	101	Office Rates						
						23,200.00	£6,597.07	16,602.93

Cafe	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	62	Cafe Supplies			58.00	8,300.00	1,444.42	6,913.58
	63	Cafe Consumables				750.00		750.00
	64	Cafe Workwear				150.00		150.00
	65	Cafe Equipment				500.00	14.57	485.43
	66	Cafe Admin				300.00		300.00
	72	Cafe Donations					189.75	-189.75
					£58.00	10,000.00	£1,648.74	8,409.26

Capital	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	39	Capital						
	95	Benches						
	96	Christmas Lights/Decorati				3,520.00		3,520.00
	107	Parish Signage				2,000.00	2,514.50	-514.50
	108	Picnic Benches						
	120	Memorial Benches						
						5,520.00	£2,514.50	3,005.50

Communications	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	19	E-mail				820.80	162.00	658.80
	20	Website				73.20	12.20	61.00
	78	Advertising and Awareness						
	93	Kingsnorth Parish Council				500.00		500.00
	94	Precept Letter				500.00		500.00
						1,894.00	£174.20	1,719.80

Income	Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
				Budget	Actual	Budget	Actual	Budget
	1	Precept		263,990.76	131,995.38			-131,995.38
	2	Grants						
	5	Interest		450.00	564.27			114.27
	6	Pavilion Hire		1,000.00	120.00			-880.00
	7	Pavilion Football		2,520.00	420.00			-2,100.00
	8	MUGA - School Hire		1,500.00				-1,500.00
	9	MUGA - Casual Hire		500.00	142.50			-357.50
	10	Maintenance						

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Kingsnorth Parish Council
Net Position by Cost Centre and Code

<u>Cost Centre Name</u>				
11 Cafe Takings	15,000.00	2,686.56		-12,313.44
12 Cafe Grants				
13 VAT Reclaim				
73 General Admin				
119 Kingsnorth Country Fayre	3,500.00	4,888.72	1,015.00	373.72
123 Kingsnorth Christmas Eve	6,820.00			-6,820.00
124 Outdoor Cinema	1,247.50			-1,247.50
131 Reserves	44,555.95			-44,555.95
	341,084.21	£140,817.43	£1,015.00	-201,281.78

<u>Kingsnorth Christmas Event</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>
126	Ice Rink (2 day Hire)				10,500.00	
127	Attractions				8,000.00	
128	Toilets				595.00	
129	First Aid				1,000.00	
130	Contingency				2,009.50	3.00
					22,104.50	£3.00
						22,101.50

<u>Kingsnorth Country Fayre</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				10,135.00	7,601.25
111	Toilets				1,400.00	380.00
112	First Aid				1,250.00	
113	Wide Eyes Falconry Displ				400.00	300.00
114	Security				900.00	432.00
118	Contingency				1,408.50	1,493.51
					15,493.50	£10,206.76
						5,286.74

<u>Kingsnorth Green Spaces</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>
87	Footpath Creation - Footp				42,600.00	
89	Bulb Planting				500.00	
91	Bird Feeders				500.00	
92	Habitat Planting/Works				2,500.00	
102	Sunflower Competition				300.00	
109	Climate Change Strategy				2,500.00	
122	Footpath Creation - Footp				9,000.00	
125	Bat/Bird Boxes and Came				500.00	
					58,400.00	
						58,400.00

<u>Maintenance</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>
40	Repairs				1,250.00	
41	Playing Fields				13,146.00	305.00
43	Playing Fields Playground				1,800.00	
44	Van Lease			20.00	7,351.80	3,217.58
45	Electric Vehicle Charging			250.00	500.00	227.43
46	Vehicle Tax				50.00	
47	Maintenance Vehicle Insur			80.30	1,250.00	1,221.67
48	Workshop Rent				4,776.00	796.00
49	Workshop Rates				1,500.00	222.35
50	Workshop Insurance					
51	Workshop Electric				150.00	
52	Maintenance Mobile Phon				528.00	92.34
53	Maintenance Loose Tools				1,500.00	354.26
54	Maintenance Staff Training			420.00	3,190.00	2,250.00
55	MUGA				100.00	
60	Waste Collection				1,750.00	298.00
71	Clothing				250.00	
83	Van Repair					
104	Safety App				200.00	
132	Mower/Tools Fuel				1,000.00	

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Kingsnorth Parish Council
Net Position by Cost Centre and Code

<u>Cost Centre Name</u>		£770.30		40,291.80		£8,984.63		32,077.47	
Pavillion									
<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>		
56	Pavillion Gas				2,500.00	320.44	2,179.56		
57	Pavillion Electricity				4,500.00	430.69	4,069.31		
58	Pavillion Water				750.00	93.16	656.84		
59	Pavillion Fire Safety & Sec				1,000.00	192.00	808.00		
61	Pavillion Cleaning				2,750.00	496.00	2,254.00		
70	Pavillion Maintenance				4,975.00	269.85	4,705.15		
					16,475.00	£1,802.14	14,672.86		
Recreation Centre									
<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>		
67	Contingency/Support								
Salaries									
<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>		
14	Salaries Admin				56,146.94	7,512.82	48,634.12		
15	Salaries Maintenance				34,393.22	5,423.56	28,969.66		
16	Employer Payments				41,829.55	5,302.55	36,527.00		
					132,369.71	£18,238.93	114,130.78		
Section 137									
<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>		
18	Section 137								
80	Community Grants Fund				10,000.00	6,048.82	3,951.18		
85	Trial Real Nappies Loan S				1,500.00		1,500.00		
86	Outdoor Film Show				1,677.50		1,677.50		
105	Outdoor Film Show donati								
106	Festive lights expenses								
					13,177.50	£6,048.82	7,128.68		
Subscriptions									
<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>		
38	Subscriptions				2,000.00	1,695.00	305.00		
					2,000.00	£1,695.00	305.00		
NET TOTAL			341,084.21	£141,645.73	340,926.01	£58,928.79	82,558.74		

Kingsnorth Parish Council Summary of Receipts and Payments Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
Income	341,084.21	140,817.43	-200,266.78 (-58%)		1,015.00	-1,015.00 (-101%)	-201,281.78
Salaries			0.00 (N/A)	132,369.71	18,238.93	114,130.78 (86%)	114,130.78
Section 137			0.00 (N/A)	13,177.50	6,048.82	7,128.68 (54%)	7,128.68
Communications			0.00 (N/A)	1,894.00	174.20	1,719.80 (90%)	1,719.80
Admin			0.00 (N/A)	23,200.00	6,597.07	16,602.93 (71%)	16,602.93
Subscriptions			0.00 (N/A)	2,000.00	1,695.00	305.00 (15%)	305.00
Capital			0.00 (N/A)	5,520.00	2,514.50	3,005.50 (54%)	3,005.50
Maintenance		770.30	770.30 (77030%)	40,291.80	8,984.63	31,307.17 (77%)	32,077.47
Pavilion			0.00 (N/A)	16,475.00	1,802.14	14,672.86 (89%)	14,672.86
Cafe		58.00	58.00 (5800%)	10,000.00	1,648.74	8,351.26 (83%)	8,409.26
Recreation Centre			0.00 (N/A)			0.00 (N/A)	0.00
Kingsnorth Green Spaces			0.00 (N/A)	58,400.00		58,400.00 (100%)	58,400.00
Kingsnorth Country Fayre			0.00 (N/A)	15,493.50	10,206.76	5,286.74 (34%)	5,286.74
2023/24 Budget Items			0.00 (N/A)			0.00 (N/A)	0.00
Kingsnorth Christmas Event			0.00 (N/A)	22,104.50	3.00	22,101.50 (99%)	22,101.50
NET TOTAL	341,084.21	141,645.73	-199,438.48 (-58%)	340,926.01	58,928.79	281,997.22 (82%)	82,558.74

Total for ALL Cost Centres	141,645.73	58,928.79
V.A.T.	14,588.62	5,010.34
GROSS TOTAL	156,234.35	63,939.13

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
89	Photocopier and Printer	02/05/2023	NW Current 47793112	Printer	CF Corporate Finance	S	286.98	47.40	284.38
88	Workshop Rates	02/05/2023	NW Current 47793112	Workshop Business Rates	Ashford Borough Council	X	111.00	0.00	111.00
65	Pavilion Cleaning	05/05/2023	Metro Bank Current a/c	Pavilion Cleaning	EJP Cleaning Services	X	217.00	0.00	217.00
66	Waste Collection	05/05/2023	Metro Bank Current a/c	Waste Collection	Trident Waste Management Ltd	S	88.00	17.80	105.80
68	HR Support	09/05/2023	Metro Bank Current a/c	HR Support	Outset UK	S	160.00	32.00	192.00
67	Telephone and Broadband	09/05/2023	Metro Bank Current a/c	Telephone	BT	S	157.17	31.44	188.61
71	Office Supplies, Postage & Admin	09/05/2023	Metro Bank Current a/c	Zoom fee	Zoom	X	15.50	0.00	15.50
87	Workshop Rent	09/05/2023	NW Current 47793112	Workshop lease	Van & Car	Z	308.00	0.00	308.00
70	Cafe Supplies	09/05/2023	Metro Bank Current a/c	Cafe supplies	Tesco	X	18.31	0.00	18.31
69	Pavilion Water	09/05/2023	Metro Bank Current a/c	Pavilion water	Scottish Water	X	93.16	0.00	93.16
72	Cafe Supplies	09/05/2023	Metro Bank Current a/c	Cafe Coffee	Bloca	X	90.00	0.00	90.00
73	Cafe Supplies	11/05/2023	Metro Bank Current a/c	Cafe supplies	Bradleys	X	169.50	0.00	169.50
74	Electric Vehicle Charging	15/05/2023	Metro Bank Current a/c	Van fuel	Fuel Genie	S	48.91	9.78	58.69
49	Van Lease	15/05/2023	NW Current 47793112	Van rental	Leaseplan	S	612.85	122.53	735.18
76	Office Supplies, Postage & Admin	15/05/2023	Metro Bank Current a/c	Stickers	TownX Pte Ltd	S	4.99	1.00	5.99
79	Cafe Supplies	15/05/2023	Metro Bank Current a/c	Cafe supplies	Tesco	X	31.25	0.00	31.25
75	E-mail	16/05/2023	Metro Bank Current a/c	E-mail Addresses	Microsoft	X	81.00	0.00	81.00
81	Office Supplies, Postage & Admin	16/05/2023	Metro Bank Current a/c	Subscription	Survey Monkey	X	372.00	0.00	372.00
80	Electric Vehicle Charging	16/05/2023	Metro Bank Current a/c	Electric Van Charging	Pod Point	S	25.00	5.00	30.00
78	Website	18/05/2023	Metro Bank Current a/c	Website	Whisper Media	Z	8.10	0.00	8.10
82	Contingency	18/05/2023	Metro Bank Current a/c	Bouncy Castle Hire	Mega Bounce	X	290.00	0.00	290.00
83	Maintenance Loose Tools	18/05/2023	Metro Bank Current a/c	Maint goods	Trade UK	S	240.40	49.88	290.28
77	Employer Payments	18/05/2023	Metro Bank Current a/c	Pension contributions	NEST	X	390.81	0.00	390.81
90	Contingency	18/05/2023	NW Current 47793112	Generator Hire - Personal Payment	P La Rosagnol	X	288.20	0.00	288.20
84	Pavilion Gas	22/05/2023	Metro Bank Current a/c	Pavilion gas	SSE	X	195.06	0.00	195.06
85	Cafe Donations	22/05/2023	Metro Bank Current a/c	Community Cafe Charity Donation - Myeloma UK	MuchLoved	X	94.75	0.00	94.75
86	Cafe Donations	22/05/2023	Metro Bank Current a/c	Community Cafe Charity Donation Macmillan Cancer Support	MuchLoved	X	95.00	0.00	95.00
93	Contingency	23/05/2023	Metro Bank Current a/c	Country Fayre Entertainment	Applause Rural Touring	X	350.00	0.00	350.00
92	Contingency	23/05/2023	Metro Bank Current a/c	Barrier Fence and Stakes	PREMIER BARRIERS	S	141.49	28.30	169.79
100	Parish Office Rent	24/05/2023	Metro Bank Current a/c	Office rent	Ashford Borough Council	S	4,500.00	900.00	5,400.00
110	Parish Office - Mobile Phone	24/05/2023	NW Current 47793112	Staff Mobile Phones	BT	S	23.08	4.82	27.70
111	Maintenance Mobile Phones	24/05/2023	NW Current 47793112	Staff Mobile Phones	BT	S	48.17	9.23	55.40
94	Cafe Supplies	24/05/2023	Metro Bank Current a/c	Cafe supplies	Tesco	X	9.30	0.00	9.30
97	Cafe Supplies	24/05/2023	Metro Bank Current a/c	Cafe supplies	Bradleys	X	198.80	0.00	198.80
98	Cafe Supplies	24/05/2023	Metro Bank Current a/c	Cafe supplies	Brakes	X	254.01	0.00	254.01
99	Kingsnorth Country Fayre - Rides and Stalls	24/05/2023	Metro Bank Current a/c	Country Fayre Float	Metro Bank	X	1,000.00	0.00	1,000.00
101	Community Grants Fund	24/05/2023	Metro Bank Current a/c	Community Grant - Music Leader	Ashford Church Team	X	5,000.00	0.00	5,000.00
96	Community Grants Fund	24/05/2023	Metro Bank Current a/c	Community Trophy	Running Imp Ltd	S	78.82	15.78	94.58
95	Contingency	24/05/2023	Metro Bank Current a/c	Kingsnorth Country Fayre Straw Bales	Clip Clip	X	90.00	0.00	90.00
112	Maintenance Loose Tools	25/05/2023	NW Current 47793112	Maintenance	Trade UK	S	13.20	2.84	15.84
113	Employer Payments	25/05/2023	NW Current 47793112	Tax & NI	HMRG	X	2,180.49	0.00	2,180.49
103	Cafe Supplies	25/05/2023	Metro Bank Current a/c	Cafe supplies	Landsell	X	344.39	0.00	344.39
104	Office Supplies, Postage & Admin	26/05/2023	Metro Bank Current a/c	Car Parking	Ringo	X	2.80	0.00	2.80
116	Salaries	26/05/2023	NW Current 47793112	Salary	All	X	5,432.08	0.00	1,178.96
107	Contingency	26/05/2023	Metro Bank Current a/c	Country Fayre Prizes	Amazon	X	41.93	0.00	41.93
108	Contingency	26/05/2023	Metro Bank Current a/c	Money Belts	Amazon	X	69.86	0.00	69.86
106	Cafe Supplies	26/05/2023	Metro Bank Current a/c	Cafe supplies	Tesco	X	12.40	0.00	12.40
105	Community Grants Fund	26/05/2023	Metro Bank Current a/c	Engraving	Ympson	X	12.00	0.00	12.00
118	Van Lease	30/05/2023	NW Current 47793112	Leaseplan Van and Year	Leaseplan	S	20.83	4.17	25.00
109	Contingency	30/05/2023	Metro Bank Current a/c	Kingsnorth Country Fayre Raffle Prizes	Tesco	X	88.10	0.00	88.10
122	Interest	31/05/2023	NW Reserve 47793998	Interest	Natwest	X	0.00	0.00	0.00
102	Payroll	31/05/2023	Metro Bank Current a/c	Payroll	Accounts Unlocked	S	30.00	8.00	38.00
119	Toilets	31/05/2023	Metro Bank Current a/c	Kingsnorth Country Fayre Toilet Hire	Express Toilets	S	380.00	76.00	456.00
120	Security	31/05/2023	Metro Bank Current a/c	Kingsnorth Country Fayre - Security	5XL Security	Z	432.00	0.00	432.00
121	Waste Collection	31/05/2023	Metro Bank Current a/c	Waste Collection	Trident Waste Management Ltd	S	132.00	26.40	158.40
Total							26,479.52	1,389.75	27,869.27

Kingsnorth Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
17	02/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	142.37		142.37
18	03/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	95.32		95.32
32	03/05/2023		NW Current 47793111		Pavilion Hire	Park Farm Rangers FC	X	210.00		210.00
25	04/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	197.04		197.04
26	10/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	172.23		172.23
27	15/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	184.89		184.89
28	16/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	57.72		57.72
30	16/05/2023		NW Current 47793111		MUGA Hire	Tuning2Pubal	X	75.00		75.00
29	18/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	128.12		128.12
31	22/05/2023		NW Current 47793111		Pavilion Hire	Narsing Chanytal	X	120.00		120.00
33	23/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	156.98		156.98
43	23/05/2023		NW Current 47793111		RPII Training for Linny Berline	Ashford Borough Council	X	200.00		200.00
43	23/05/2023		NW Current 47793111		RPII Training for Linny Berline	Ashford Borough Council	X	220.00		220.00
46	23/05/2023		Metro Bank Current a/c		Kingsnorth Country Fayre Stall	South East Water	X	15.00		15.00
40	25/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	151.90		151.90
41	26/05/2023		Metro Bank Current a/c		Insurance Refund	Zurich	X	80.30		80.30
34	30/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	613.28		613.28
36	30/05/2023		Metro Bank Current a/c		Kingsnorth Country Fayre - Fo	Coffee and Fliz	X	54.00		54.00
45	30/05/2023		NW Current 47793111		Refund	Leaseplan	X	20.00		20.00
37	30/05/2023		Metro Bank Current a/c		Kingsnorth Country Fayre Ride	Kingsnorth Parish Council	X	4,305.72		4,305.72
35	31/05/2023		Metro Bank Current a/c		Cafe takings	Paypal	X	118.30		118.30
48	31/05/2023		NW (BSA 47793120)		Internet	Natwest	X	206.24		206.24
49	31/05/2023		NW Reserve 47793361		Internet	Natwest	X	7.95		7.95
47	31/05/2023		Metro Bank Reserve a/c		Internet	Metro Bank	X	53.82		53.82
44	31/05/2023		NW Current 47793111		MUGA Hire	Art of Football	X	67.50		67.50
39	31/05/2023		Metro Bank Current a/c		Kingsnorth Country Fayre - Fo	Prosecco Bottle Bar	X	170.00		170.00
42	31/05/2023		NW Current 47793111		Kingsnorth Country Fayre - Fo	Scandilicious	X	159.00		159.00
38	31/05/2023		Metro Bank Current a/c		Kingsnorth Country Fayre - Fo	Sweet Roberts	X	110.00		110.00
Total								8,092.68		8,092.68

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

b. To review invoices and consider authorising payments.
Cllr Ransley proposed that invoices be paid.

PROPOSED BY CLLR RANSLEY
ALL THOSE IN FAVOUR – 8

SECONDED BY CLLR HICKS
ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

c. To approve Annual Governance and Accountability Return 2022-2023.
i. To confirm annual statements 2022/2023.

Cllr Ransley read through the Annual Governance statement to ensure that all Councillors agreed with all points.

Cllr Cosgrove proposed that Cllr Ransley sign the document.

PROPOSED BY CLLR COSGROVE
ALL THOSE IN FAVOUR - 9

SECONDED BY CLLR WEDGBURY
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

ii. To confirm accounting statements 2022/2023.

Cllr Ransley read through the Accounting Statements to ensure that all Councillors agreed with all points.

Cllr Cosgrove proposed that Cllr Ransley sign the document.

PROPOSED BY CLLR COSGROVE
ALL THOSE IN FAVOUR - 9

SECONDED BY CLLR WEDGBURY
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

iii. To review Internal Auditor's comments.

Councillors noted comments from the Internal Auditor.

d. To agree Council member/s to be appointed to verify bank reconciliation on a quarterly basis.

Cllr Ransley proposed that it is not the Chair or Vice Chair that are appointed and that members are appointed from West to East from their Parish Wards.

PROPOSED BY CLLR RANSLEY
ALL THOSE IN FAVOUR - 9

SECONDED BY CLLR CLARKE
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

e. To authorise the list of regular payments from the Parish Council.

Cllr Cosgrove proposed that the list of regular payments be authorised.

PROPOSED BY CLLR COSGROVE
ALL THOSE IN FAVOUR - 9

SECONDED BY CLLR BREESE
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

17. 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 May 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 Church 1, together with associated landscaping and infrastructure.

Ward:

Comments: Cllr Ransley suggested that the Parish Council have a meeting to discuss.

Application Number: PA/2022/2669 (Deferred from May 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 invited Councillors to bring their comments back to the next meeting.

Application Number: PA/2023/0495 (Deferred from May meeting)

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

Proposal: Proposed nine dwellings and associated landscaping.

Ward: Kingsnorth Village.

Comments: Cllr Ransley suggested that the Parish Council have an initial discussion before drafting a comment.

Cllr Breese proposed that the Parish Council comment be 'On the basis that the money is reinvested in the stadium the Parish Council is supportive of the application'.

Cllr Hayward seconded the motion.

Cllr Ransley commented that a vote on all application comments will be taken at the end of the planning application summaries.

Application Number: PA/2023/0715 (Deferred from May meeting)

Address: Chilmington Green, Land to west of Chilmington Green Road, Ashford, Kent

Proposal: Proposed construction of a Wastewater Treatment Plant, associated landscaping, and proposed vehicular access from Chilmington Green Road

Ward:

Comments: Cllr Ransley suggested comment: The Parish Council objects to this application but is currently unable to make a detailed comment in key areas due to the large gaps in the evidence base. The Parish Council requests that they are reconsulted following receipt of any of these-

- **Odour contour modelling for the site**
- **Flood modelling to demonstrate no increased risk to the Beult catchment.**
- **Water cycle study to include, the lost volumes to the Stour catchment (the ecological implications of reduced water levels within the river and at Stodmarsh) and compliance with Local Plan policy ENV7**
- **Ecological surveys for protected species**
- **Ecological mitigation strategy**
- **The applicant's legal basis for assuming that they can drop in this material change to the original Chilmington permission without rendering the original permission void and therefore remove the need for this scheme (in light of the Supreme Court's decision in Hillside Parks Ltd v Snowdonia National Park authority 2021).**

Application Number: PA/2023/0957

Address: 25, Cheesemans Green Lane, Kingsnorth, TN25 7EX

Proposal: Vehicle crossover, parking and single storey side extension to form garage

Ward: Kingsnorth Village.

Comments: Cllr Ransley suggested that the Parish Council Object, the proposed development represents overdevelopment of the site and does not provide sufficient visibility splays to provide safe access.

Application Number: **NOT/2023/1007**

Address: Consort Frozen Foods Ltd Unit 22a, Wotton Road, Ashford, Kent TN23 6LN

Proposal: Application to determine if prior approval is required for a proposed installation of Solar PV to existing roof slopes. The solar installation will comprise a total of 360 panels (855sq.m.), producing 180KWp Output.

Ward: Near Parish

Comments: Cllr Ransley suggested comment: Support

Cllr Ransley asked all Councillors if they were happy to propose as discussed, the comments on each planning application.

Cllr Wedgbury proposed that the comments on the planning applications be accepted.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 1

ABSTENTIONS - 0

Motion moved.

- b. To note decisions

Decisions noted.

- c. To consider any appeals and enforcement matters.

Kingsnorth Green Appeal.

- d. Any other planning matters.

- i. To authorise a member to update or summarise the Parish Council comments as necessary and speak and /or provide a video to Ashford's Planning Committee when the application is considered.

Cllr Ransley was authorised by Council members.

- ii. To consider applying for rule 6 status on the Kingsnorth Green Planning Appeal.

Cllr Ransley explained rule 6 status.

Council member agreed to applying for rule 6 status.

- iii. To discuss whether the Parish Council wish to appoint any consultants for the Kingsnorth Green planning appeal and authorise any further action.

Cllr Wedgbury proposed the action as discussed.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

18. 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. To consider requesting a meeting with Tracey Kerly, Ashford Borough Council Chief Executive, regarding Ashford Borough Council outstanding matters.

Cllr Hicks proposed that a letter of outstanding matters be sent to Ashford Borough Council.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR HAYWARD

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

19. Parish Manager Report.

- a. May 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.

20. 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:

- Homelands trophy presentation.
- Joint transportation board meeting.

21. The next or future Agenda(s).

- a. To add / remove / amend items.

Cllr Hicks asked that an update on the Homelands Grant be added.

- b. To assign Councillors, or others, to the Parish Action Sheet to prepare items for future agenda(s).

22. Date of Next Meeting

Tuesday 11th July 2023

There being no further business, the Chair closed the main meeting at 9.36pm and moved into closed Session.

Signature: _____

Date: _____

Closed Session.

That under the Public Bodies (Admission to Meetings) Act 1960, the public, and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

23. Authorise changes to Kingsnorth Parish Council Bank Mandates.