

KINGSNORTH PARISH COUNCIL

AGENDA



*Parish Manager: Mr Peter Le Rossignol
Kingsnorth Recreation Centre,
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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 10th October 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 (Those who are not a Parish Council Member).*
- b. *KCC Councillor's Report.*

3. **Minutes.**

- a. [Approval of Minutes of Tuesday 12th September 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 September 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. **Parish Council Policies.**

To review the following Parish Council policies and readopt.

- a. [Parish Council Standing Orders.](#)
- b. [Parish Council Risk Assessment.](#)
- c. [Parish Council Communications Policy.](#)

7. **Surrender of Kingsnorth Recreation Centre Lease.**

- a. [To review final surrender document and approve any further action.](#)

8. To receive an verbal update on the meeting South of Ashford Garden Meeting held on 19th September.

- a. [Review questions posed and ABC Answers.](#)

9. Financial matters.

- a. Finance Report.
 - i. [To receive the September Finance Report Documents.](#)
- b. [To review invoices and consider authorising payment.](#)

10. Planning matters.

- a. [To consider all planning applications received in September.](#)
- b. [To note decisions.](#)
- c. To consider any Appeals and Enforcement matters.
 - i. Updates on ongoing planning appeals.
- d. Any other planning matters.

11. 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. [To review licensing request for Short Term Street Trading Consent application for a street trader on Bluebell Road, Kingsnorth and authorise any further action.](#)
- b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.

12. Parish Manager Report.

- a. [September 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.

13. Parish Councillors reports (To include any relevant Borough Councillor Updates).

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.

14. 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).

15. Date of Next Meeting Tuesday 14th November 2023.

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.



Peter Le Rossignol (Kingsnorth Parish Council Manager)

[Note for All Councillors on the Seven Principles of Public Life](#)

Standing Councillor Declarations

Clr Wedgbury is a Trade Union shop steward for USDAW.

Clr Breese is CMO organisation for the South Ashford Garden Community.

Clr Heather Hayward is CMO organisation for the South Ashford Garden Community also sponsored a Park Farm Rangers girls football team.

Clr Hicks is Vice Chair of the River Stour Inland Drainage Board and Chair of the Ashford Borough Advice Bureau.

Clr Giles ABC management liaison for Home Start – Ashford, Co Leader of The Green Group – ABC, Member of Appeals Committee

Appendix A

PARISH ACTION SHEET

ACTIONS FROM SEPTEMBER 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 / Cllr Jones.	Cllr Ransley to provide an update.	Awaiting response from ABC. Parish Manager to provide update. Action open.
Contact landowners regarding potential footpath route(s) in 2021/2022 budget	KP32	January 2021	Parish Manager / Cllr Ransley / Cllr Jones.	Cllr Ransley / Parish Manager to provide update.	Awaiting response from ABC. Parish Manager to provide update. Action open.
Climate Change – Working Group	KP52	May 2022	Cllr Giles / Cllr Ransley / Cllr Wedgbury.	Working group to report on any updates.	Action open
Events Working Group	KP56	September 2022	Parish Manager, Marie, Cllr Wedgbury, Cllr Hicks, Cllr Giles.	Parish Manager to provide any updates.	Action open.
Adoption of roads in Bridgfield.	BR57	September 2022		Cllr Ransley to update.	Awaiting a response from ABC and KCC Action open.
MOAT	KP60	January 2023		Parish Manager to update.	Action open.
Develop plans for possible relocation of Parish Office.	KP61	January 2023		Parish Manager to provide an update.	Action open.
Litter picking	KP62	March 2023	Parish Manager		Parish Manager to provide a map detailing areas that have been litter picked. Action open.
Budget Setting	KP63	October 2023	Parish Manager & All Councillors	To agree a date for an initial budget.	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
Data Protection and Privacy Policy	December
CHILD AND VULNERABLE ADULT SAFEGUARDING POLICY	
CO-OPTION PROCEDURE	May
FINANCIAL REGULATIONS	January
Kingsnorth Parish Council – Risk Assessment	September

The Seven Principles of Public Life

The Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public officeholder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the Civil Service, local government, the police, courts and probation services, non-departmental public bodies (NDPBs), and in the health, education, social and care services. All public officeholders are both servants of the public and stewards of public resources. The principles also apply to all those in other sectors delivering public services.

1 Selflessness

Holders of public office should act solely in terms of the public interest.

2 Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3 Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4 Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5 Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6 Honesty

Holders of public office should be truthful.

7 Leadership

Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.