



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Meeting of Kingsnorth Parish Council

Held on Tuesday 12th December 2023.

Kingsnorth Pavilion 7.00pm

Present: Cllr Breese, Cllr Clarke, Cllr Cosgrove, Cllr Hayward (Vice Chair), Cllr Hicks, Cllr Jones, Cllr Ransley (Chair), Cllr Wedgbury.

Also, present: Peter Le Rossignol (Parish Manager), 5 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 Giles and Cllr Townend submitted their apologies prior to the meeting.

2. To receive declarations of Interest.

Cllr Wedgbury is a Trade Union shop steward for USDAW.

Cllr Breese is Chair of Kingsnorth Village Hall.

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

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

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.

Peter New (Neighbourhood Watch) presented his update to Councillors. Peter gave thanks to residents and Councillors for their continued support.

Cllr Wedgbury thanked Peter New for all his hard work for the community and residents of Kingsnorth.

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.

i. Ashford Borough Councillors' Reports

Cllr Hallett, Washford – reported on the following:

- Flooding issues to the residents at Down Court.
- Contact with Ashford Borough Council Officers, Cllr Hallett and Cllr McGeever will be attending a meeting with planning officers on Monday 18th December.
- Cllr Hallett sits on the Regulatory and Licensing sub-committee and they have 3 applicants for consideration coming up early next year.

Cllr Townend, Park Farm North – Submitted his apologies to the Parish office staff prior to the meeting.

Cllr McGeever, Kingsnorth Village and Bridgefield - Submitted his apologies to the Parish office staff prior to the meeting.

Cllr Giles, Park Farm South – Submitted her apologies to the Parish office staff prior to the meeting.

Cllr Hayward, Roman Ward – see agenda item 16.

a. KCC Councillors' Reports

Cllr Robey - Submitted his apologies and report to the Parish office staff prior to the meeting which was circulated to Councillors.

A member of the public raised the following:

- Pound Lane road closure by Southern water for offloading material down the road. Poor service from Southern water for drainage service within the village. The member of the public asked if the Parish Council would be able to add weight to the efforts of the planning department at Ashford Borough Council.
- Shipley Mill Cottage vehicle access / parking.
- Apologies for his cattle escaping onto Park Farm, this was due to the internal drainage board removing fencing to carry out works.

Cllr Hayward responded that herself and Cllr McGeever had been working hard, constantly on the phone regarding the Pound Lane Closure where no warning was given to residents.

3. Approval of Minutes

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

- a. Approval of Minutes of Tuesday 14th November 2023.

Cllr Ransley asked that the closed session be included in the minutes even though a decision had not been made by Councillors. Subject to that amendment Cllr Ransley proposed that the minutes be signed as a true record.

PROPOSED BY RANSLEY
ALL THOSE IN FAVOUR - 6
Motion moved.

SECONDED BY CLLR CLARKE
ALL THOSE AGAINST - 0

ABSTENTIONS - 2

4. Parish Community Grant Applications.

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

Non 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 – Cllr Ransley proposed that this action be closed as there is no potential for the Parish Council to take on the conservation fields in the next few years.
- Contact landowners regarding potential footpath route(s) in 2021/2022 budget – Action to be specific to Taylor Wimpy as they are the main landowner- Action open.
- Climate Change working group – meeting to be arranged - Action open.
- Events Working Group – meeting to be arranged - Action open.
- Adoption of roads in Bridgefield – Borough Councillor Ray McGeever is communicating with KCC and trying to chase Taylor Wimpey - Action open.
- Moat – ABC are reviewing - Action open.

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

Cllr Cosgrove asked that Policies and Procedures be added.

Cllr Ransley added Southern Water issues, Parish Manager to write a letter to Southern Water to explain the Parish Council/Residents' concerns and invite them to a meeting. Parish Manager to send a separate copy of the letter to KCC. Parish Manager to write a letter to KCC highlighting road closures with no warning instead of using traffic lights. A copy of the letter to be sent to the Chairman of the Joint Transport Board.

Cllr Jones proposed that the Parish Council should continue working on their visions for the Kingsnorth Buffer Zone so when discussions resume the Parish Council are in a good position and the working groups should continue along those lines.

Cllr Hicks seconded Cllr Jones' proposal.

Cllr Hicks suggested a Kingsnorth Buffer Zone Visions Working group be formed.

Cllr Wedgbury, Cllr Jones, Cllr Breese, Cllr Hicks, Cllr Cosgrove will form the working group.

Shipleigh Mill Cottage to be deferred to the next meeting (Jan 2024) to allow time for details to be collected.

6. To review transfer of land document for Footpath A and authorise any further action.

Cllr Ransley proposed delegation be given to the Parish Manager to take advice from the Solicitor, in consultation with Cllr Ransley, to review the land document for Footpath A.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

7. Kingsnorth Parish Council Budget – 2024/25.

a. To discuss and agree outline budget for 2024/25.

b. To discuss and agree Parish Council Precept Amount for 2024/25.

Discussions took place between Councillor on the budget / precept options outlined by the Parish Manager who broke them down into 3 options.

Cllr Wedgbury proposed a one-year precept holiday and reduce the overall reserves (option 1).

Cllr Cosgrove proposed his own alternative option, footpath A, playground conversions and permanent Parish staff office come out of the reserves.

Cllr Cosgrove seconded Cllr Wedgburys proposal for the Parish Council to select option 1.

Cllr Breese proposed that the Parish Council select option 3, To have a larger budget with the precept as per 2023/24 and reduce our overall reserves by around half.

Cllr Hayward seconded Cllr Breese proposal.

Further discussions took place.

Cllr Hayward suggested that the precept be set at his point and then budgets, and potential projects be deferred to a future meeting.

First motion to be moved to a vote was Cllr Wedgburys proposal.

Cllr Wedgbury proposed a one-year precept holiday and reduce the overall reserves (option 1).

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 2

ALL THOSE AGAINST - 4

ABSTENTIONS - 2

The second motion to be move to a vote was Cllr Breese' proposal.

Cllr Breese proposed that the Parish Council select option 3, To have a larger budget with the precept set at £270,291.12, reduce our overall reserves by around half and that the setting of projects be deferred to either January or February.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR HAYWARD

ALL THOSE IN FAVOUR - 6

ALL THOSE AGAINST - 1

ABSTENTIONS - 1

Motion moved.

8. Update from Parish Council – Vision, Values and Mission Session.

a. To discuss the outcome of the session and agree any further action.

Cllr Ransley proposed that this item be deferred to January meeting and budgets be deferred to February meeting.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

9. Quotes for New Radiators in the Pavilion.

a. To review quotes for new radiators in the Pavilion and authorise any further action.

Cllr Breese proposed that up to the quote 1 amount be agreed and delegation given to the Parish Council.

Cllr Hicks seconded the motion.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 1

ABSTENTIONS - 0

Motion moved.

10. Quote for new footpath at rear of the pavilion.

- a. To review quotes for a new footpath at the rear of the pavilion and authorise any further action. Cllr Ransley proposed that the Parish Council authorise up to the higher quote and to delegate to Parish Manager in consultation with Cllr Cosgrove.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

11. Kingsnorth Recreation Centre.

a. To review Public Notice RE Kingsnorth Recreation Centre and authorise any further action. Cllr Breese proposed that the Parish Manager sends a letter requesting more information on the Recreation Centre.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

12. Financial Matters.

- a. Finance Report.

- i. To receive the November Finance Report documents.

Kingsnorth Parish Council

Tuesday 12th December 2023

Finance Report Note for Parish Council Members

The following budget line/s include payments made this financial year that relate to last financial year.

Community Grants Fund

Budgeted Amount for 2023/24 = £10,000.00

Total Amount Spent During 2023/24 = £12,478.82

Total Amounting Relating to Grants Awarded in 2022/23 = £6,285.00

Total Budget Remaining for 2023/24 = £12,478.82 - £6,285.00 = £6,193.82

The following budget lines includes payments made this financial year that relate to the next financial year.

Kingsnorth County Fayre

Deposit for Fayre Ground Rides = £7,122.50

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 30/11/2023			
A	Cash in Hand 01/04/2023		363,848.01
	ADD Receipts 01/04/2023 - 30/11/2023		323,177.95
	SUBTRACT Payments 01/04/2023 - 30/11/2023		687,025.96
			251,358.14
	Cash in Hand 30/11/2023 (per Cash Book)		435,667.82
B	Cash in hand per Bank Statements		
	Petty Cash	30/11/2023	0.00
	Nationwide Building Society	30/11/2023	201,125.72
	NW Current 47793112	30/11/2023	100.00
	NW SIBA 47793120	30/11/2023	175,662.74
	NW Reserve 47793368	30/11/2023	13.16
	Metro Bank Reserve a/c	30/11/2023	55,134.76
	Metro Bank Current a/c	30/11/2023	3,631.44
			435,667.82
	Less unrepresented payments		
		435,667.82	
Plus unrepresented receipts			
Adjusted Bank Balance		435,667.82	
A = B Checks out OK			

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2023 and 30/11/2023)

Cost Centre Name**2023/24 Budget Items**

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
152	Country Fayre Rides					7,122.50	-7,122.50
153	Country Fayre Stall Paym						
						£7,122.50	-7,122.50

Admin

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance		
			Budget	Actual	Budget	Actual	Budget		
21	Payroll				450.00	240.00	210.00		
22	HR Support				2,500.00	1,280.00	1,220.00		
23	Staff Training				1,500.00	925.08	574.92		
24	Councillor Training				1,000.00	147.00	853.00		
25	Councillor/Chairman's Allo				750.00		750.00		
26	Bank Charges				40.00	20.00	20.00		
27	Audit Fees				1,120.00	1,020.00	100.00		
28	Professional Fees				1,036.00	4,600.00	-3,564.00		
29	Insurance				2,500.00	2,593.78	-93.78		
30	Office Supplies, Postage &		48.39		2,250.00	1,935.28	363.11		
31	Telephone and Broadband				2,250.00	1,397.12	852.88		
32	Photocopier and Printer				1,250.00	774.02	475.98		
33	Computer Support and Ma				2,000.00	1,156.45	843.55		
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	224.14	39.86		
101	Office Rates								
						£48.39	23,200.00	£21,952.87	1,295.52

Cafe

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance			
			Budget	Actual	Budget	Actual	Budget			
62	Cafe Supplies			250.38	8,300.00	5,641.56	2,908.82			
63	Cafe Consumables				750.00	136.21	613.79			
64	Cafe Workwear				150.00		150.00			
65	Cafe Equipment				500.00	194.57	305.43			
66	Cafe Admin				300.00	69.41	230.59			
72	Cafe Donations					189.75	-189.75			
134	Community Café Cost of L		500.00	500.00	500.00	666.00	-166.00			
						500.00	£750.38	10,500.00	£6,897.50	3,852.88

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	72.57	3,447.43	
107	Parish Signage				2,000.00	5,029.00	-3,029.00	
108	Picnic Benches							
120	Memorial Benches							
149	Parish Office Purchase				16,995.00	16,995.00		
						22,515.00	£22,096.57	418.43

Communications

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance	
			Budget	Actual	Budget	Actual	Budget	
19	E-mail				820.80	558.00	262.80	
20	Website				73.20	165.67	-92.47	
78	Advertising and Awareness							
93	Kingsnorth Parish Council				500.00		500.00	
94	Precept Letter				500.00		500.00	
						1,894.00	£723.67	1,170.33

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2023 and 30/11/2023)

Cost Centre Name

Income		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
	1 Precept		263,990.76	263,990.76			
	2 Grants						
	5 Interest		450.00	3,927.50			3,477.50
	6 Pavilion Hire		1,000.00	1,007.50			7.50
	7 Pavilion Football		2,520.00	1,680.00			-840.00
	8 MUGA - School Hire		1,500.00	1,500.00			
	9 MUGA - Casual Hire		500.00	949.50			449.50
	10 Maintenance			157.65			157.65
	11 Cafe Takings		15,000.00	10,047.68			-4,952.32
	12 Cafe Grants						
	13 VAT Reclaim						
	73 General Admin						
	119 Kingsnorth Country Fayre		3,500.00	5,271.82		1,015.00	756.82
	123 Kingsnorth Christmas Eve		6,820.00				-6,820.00
	124 Outdoor Cinema		1,247.50	1,672.08			424.58
	131 Reserves		44,555.95				-44,555.95
			341,084.21	£290,204.49		£1,015.00	-51,894.72

Kingsnorth Christmas Event

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
	126 Ice Rink (2 day Hire)				10,500.00	7,950.00	2,550.00
	127 Attractions				8,000.00	7,725.00	275.00
	128 Toilets				595.00		595.00
	129 First Aid				1,000.00	200.00	800.00
	130 Contingency				2,009.50	1,327.96	681.54
	154 Christmas Market Stall			285.00			285.00
	156 Christmas Presents					208.33	-208.33
				£285.00	22,104.50	£17,411.29	4,978.21

Kingsnorth Country Fayre

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
	110 Fun Fair				10,135.00	7,601.25	2,533.75
	111 Toilets				1,400.00	380.00	1,020.00
	112 First Aid				1,250.00	600.00	650.00
	113 Wide Eyes Falconry Displ				400.00	300.00	100.00
	114 Security				900.00	432.00	468.00
	118 Contingency				1,408.50	1,493.51	-85.01
					15,493.50	£10,806.76	4,686.74

Kingsnorth Green Spaces

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
	87 Footpath Creation - Footp				42,600.00		42,600.00
	89 Bulb Planting				500.00	416.67	83.33
	91 Bird Feeders				500.00	416.67	83.33
	92 Habitat Planting/Works				2,500.00		2,500.00
	102 Sunflower Competition				300.00	30.67	269.33
	109 Climate Change Strategy				2,500.00		2,500.00
	122 Footpath Creation - Footp				9,000.00		9,000.00
	125 Bat/Bird Boxes and Came				500.00		500.00
					58,400.00	£864.01	57,535.99

Maintenance

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
	40 Repairs				1,250.00	209.34	1,040.66
	41 Playing Fields				13,146.00	11,355.43	1,790.57
	43 Playing Fields Playground				1,800.00	590.00	1,210.00
	44 Van Lease			212.06	7,351.80	7,615.69	-51.83
	45 Electric Vehicle Charging			250.00	500.00	71.66	678.34
	46 Vehicle Tax				50.00		50.00

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2023 and 30/11/2023)

Cost Centre Name				
47 Maintenance Vehicle Insur	80.30	1,250.00	1,221.67	108.63
48 Workshop Rent		4,776.00	3,184.00	1,592.00
49 Workshop Rates		1,500.00	888.35	611.65
50 Workshop Insurance				
51 Workshop Electric		150.00		150.00
52 Maintenance Mobile Phon		528.00	428.68	99.32
53 Maintenance Loose Tools	12.67	1,500.00	1,051.12	461.55
54 Maintenance Staff Training	420.00	3,190.00	3,232.00	378.00
55 MUGA		100.00		100.00
60 Waste Collection		1,750.00	782.00	968.00
71 Clothing		250.00	25.00	225.00
83 Van Repair				
104 Safety App		200.00	182.09	17.91
132 Mower/Tools Fuel		1,000.00	688.42	311.58
150 Defibrillator Parts			447.00	-447.00
151 Equipment Repairs			1,184.79	-1,184.79
155 Flag Pole Inspection			470.00	-470.00
	£975.03	40,291.80	£33,627.24	7,639.59

Parish Office		Receipts		Payments		Current Balance	
Code	Title	Bal. B/Fwd.	Budget	Actual	Budget	Actual	
135	Architect's Costs				2,625.00	795.00	1,830.00
136	Scope of Works Preparati				500.00		500.00
137	Planning Fee				300.00	117.00	183.00
138	Building Delivery				1,250.00	1,250.00	
139	Building Installation				450.00		450.00
140	Electrical Connection				560.00	560.00	
141	Air Conditioning Unit				450.00		450.00
142	Floodlight				75.00		75.00
143	Intruder Alarm				90.00		90.00
144	CCTV Camera				150.00		150.00
145	Interest and Phone Extens				50.00	56.65	-6.65
146	Project Contingency				2,654.00	154.13	2,499.87
147	Groundworks				2,120.00	4,520.00	-2,400.00
148	Anti-Graffiti Coating				925.00		925.00
					12,199.00	£7,452.78	4,746.22

Pavilion		Receipts		Payments		Current Balance	
Code	Title	Bal. B/Fwd.	Budget	Actual	Budget	Actual	
56	Pavilion Gas				2,500.00	793.53	1,706.47
57	Pavilion Electricity				4,500.00	978.70	3,521.30
58	Pavilion Water				750.00	310.64	439.36
59	Pavilion Fire Safety & Sec				1,000.00	1,232.29	-232.29
61	Pavilion Cleaning				2,750.00	1,937.50	812.50
70	Pavilion Maintenance				4,975.00	1,052.49	3,922.51
					16,475.00	£6,305.15	10,169.85

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

Salaries		Receipts		Payments		Current Balance	
Code	Title	Bal. B/Fwd.	Budget	Actual	Budget	Actual	
14	Salaries Admin				56,146.94	31,709.85	24,437.09
15	Salaries Maintenance				34,393.22	22,855.45	11,537.77
16	Employer Payments				41,829.55	20,789.36	21,040.19
					132,369.71	£75,354.66	57,015.05

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2023 and 30/11/2023)

Cost Centre Name

Section 137		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
18	Section 137						
80	Community Grants Fund				10,000.00	12,478.82	-2,478.82
85	Trial Real Nappies Loan S				1,500.00	150.00	1,350.00
86	Outdoor Film Show				1,677.50	1,211.16	466.34
105	Outdoor Film Show donati						
106	Festive lights expenses					184.96	-184.96
133	Schools Cost of Living Sup		1,500.00	1,500.00	1,500.00	1,500.00	
			1,500.00	£1,500.00	14,677.50	£15,524.94	-847.44

Subscriptions		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
38	Subscriptions				2,000.00	1,695.00	305.00
					2,000.00	£1,695.00	305.00

NET TOTAL 343,084.21 £293,763.29 372,120.01 £228,849.94 93,949.15

1 December 2023 (2023-2024)

Kingsnorth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2023 and 30/11/2023)

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2023/24 Budget Items			0.00 (N/A)		7,122.50	-7,122.50 (-7122%)	-7,122.50
Admin		48.39	48.39 (4839%)	23,200.00	21,952.87	1,247.13 (5%)	1,295.52
Cafe	500.00	750.38	250.38 (50%)	10,500.00	6,897.50	3,602.50 (34%)	3,852.88
Capital			0.00 (N/A)	22,515.00	22,096.57	418.43 (1%)	418.43
Communications			0.00 (N/A)	1,894.00	723.67	1,170.33 (61%)	1,170.33
Income	341,084.21	290,204.49	-50,879.72 (-14%)		1,015.00	-1,015.00 (-1015%)	-51,894.72
Kingsnorth Christmas Event		285.00	285.00 (28500%)	22,104.50	17,411.29	4,693.21 (21%)	4,978.21
Kingsnorth Country Fayre			0.00 (N/A)	15,493.50	10,806.76	4,686.74 (30%)	4,686.74
Kingsnorth Green Spaces			0.00 (N/A)	58,400.00	864.01	57,535.99 (98%)	57,535.99
Maintenance		975.03	975.03 (97503%)	40,291.80	33,627.24	6,664.56 (16%)	7,639.59
Parish Office			0.00 (N/A)	12,199.00	7,452.78	4,746.22 (38%)	4,746.22
Pavilion			0.00 (N/A)	16,475.00	6,305.15	10,169.85 (61%)	10,169.85
Recreation Centre			0.00 (N/A)			0.00 (N/A)	0.00
Salaries			0.00 (N/A)	132,369.71	75,354.66	57,015.05 (43%)	57,015.05
Section 137	1,500.00	1,500.00	0.00 (N/A)	14,677.50	15,524.94	-847.44 (-5%)	-847.44
Subscriptions			0.00 (N/A)	2,000.00	1,695.00	305.00 (15%)	305.00
NET TOTAL	343,084.21	293,763.29	-49,320.92 (-14%)	372,120.01	228,849.94	143,270.07 (38%)	93,949.15

Total for ALL Cost Centres	293,763.29	228,849.94
V.A.T.	29,414.66	22,508.20
GROSS TOTAL	323,177.95	251,358.14

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
382	Office Supplies, Postage & Admin	01/11/2023	Metro Bank Current a/c	Label Printer	Argos	S	24.99	5.00	29.99
393	Photocopier and Printer	01/11/2023	NW Current 47793112	Printer Lease	CF Corporate Finance	S	236.98	47.40	284.38
384	Maintenance Loose Tools	02/11/2023	Metro Bank Current a/c	Trade UK Payment	Trade UK	S	53.17	10.63	63.80
383	Cafe Supplies	02/11/2023	Metro Bank Current a/c	Cafe Milk	Tesco	X	8.70	0.00	8.70
385	Cafe Supplies	02/11/2023	Metro Bank Current a/c	Cafe supplies	Landseil	X	511.82	0.00	511.82
441	Workshop Rates	02/11/2023	NW Current 47793112	Workshop Business Rates	Ashford Borough Council	X	111.00	0.00	111.00
391	Waste Collection	03/11/2023	Metro Bank Current a/c	Waste Collection	Trident Waste Management Ltd	S	110.00	22.00	132.00
390	Electrical Connection	03/11/2023	Metro Bank Current a/c	Parish Office Electrical Connection	Kingsnorth Electrical	S	560.00	112.00	672.00
388	Interest and Phone Extension	03/11/2023	Metro Bank Current a/c	Wifi Extender and Extension Lead For Office	Argos	S	23.32	4.67	27.99
389	Insurance	03/11/2023	Metro Bank Current a/c	Insurance	Zurich	X	112.00	0.00	112.00
389	Insurance	03/11/2023	Metro Bank Current a/c	Insurance	Zurich	X	405.64	0.00	405.64
387	Office Supplies, Postage & Admin	03/11/2023	Metro Bank Current a/c	office mop	Tesco	X	17.50	0.00	17.50
386	Pavilion Water	03/11/2023	Metro Bank Current a/c	Pavilion water	Business Stream	Z	111.18	0.00	111.18
392	Pavilion Cleaning	03/11/2023	Metro Bank Current a/c	cleaning	EJP Cleaning Services	X	279.00	0.00	279.00
381	Telephone and Broadband	06/11/2023	Metro Bank Current a/c	Telephone	BT	S	217.33	43.47	260.80
394	Groundworks	06/11/2023	NW Current 47793112	Parish Office Ground Works	Keaveney Contractors	S	4,520.00	904.00	5,424.00
395	Workshop Rent	06/11/2023	NW Current 47793112	Workshop lease	Van & Car	Z	398.00	0.00	398.00
377	Interest and Phone Extension	07/11/2023	Metro Bank Current a/c	Wifi Extender and Extension Lead For Office	B&Q	S	33.33	6.67	40.00
378	Project Contingency	07/11/2023	Metro Bank Current a/c	OFFICE MAT	Screwfix Direct Ltd	S	29.16	5.83	34.99
380	HR Support	07/11/2023	Metro Bank Current a/c	HR Support	Outset UK	S	160.00	32.00	192.00
379	Office Supplies, Postage & Admin	07/11/2023	Metro Bank Current a/c	Office Paper	Tesco	X	9.50	0.00	9.50
398	Office Supplies, Postage & Admin	09/11/2023	Metro Bank Current a/c	Zoom fee	Zoom	X	15.59	0.00	15.59
434	Office Supplies, Postage & Admin	09/11/2023	Metro Bank Current a/c	Filling Box	Argos	X	30.00	0.00	30.00
397	Playing Fields Playgrounds	09/11/2023	NW Current 47793112	Expenses for F Curry - Slide Plate Cutting	DC Brown & Son	X	30.00	0.00	30.00
401	Office Supplies, Postage & Admin	10/11/2023	Metro Bank Current a/c	Office Paper and Files	Viking Supplies	S	54.34	10.87	65.21
400	Sunflower Competition	10/11/2023	Metro Bank Current a/c	Grow Your Own Medals and Trophy	Trophy Store	S	30.67	6.14	36.81
399	Cafe Supplies	10/11/2023	Metro Bank Current a/c	Cafe supplies	Tesco	X	8.70	0.00	8.70
396	Van Lease	13/11/2023	NW Current 47793112	Van rental	Leaseplan	S	612.65	122.53	735.18
402	Office Supplies, Postage & Admin	13/11/2023	NW Current 47793112	Leaflet Printing	Ashford Borough Council	S	64.48	12.90	77.38
404	Office Supplies, Postage & Admin	14/11/2023	Metro Bank Current a/c	Suspension Files	Amazon	S	59.06	11.81	70.87
405	Van Lease	14/11/2023	Metro Bank Current a/c	Van Hire - Due to Lease Van in Garage	Kenhire Limited	S	293.00	58.60	351.60
403	Mower/Tools Fuel	14/11/2023	Metro Bank Current a/c	Van fuel	Fuel Genie	S	50.67	10.14	60.81
435	Computer Support and Maintenance	14/11/2023	Metro Bank Current a/c	Adobe Acrobat Pro Subscription	Adobe Systems Software Ireland Ltd	S	198.96	39.79	238.75
405	Van Lease	14/11/2023	Metro Bank Current a/c	Van Hire - Due to Lease Van in Garage	Kenhire Limited	Z	212.00	0.00	212.00
407	E-mail	15/11/2023	Metro Bank Current a/c	E-mail Addresses	Microsoft	S	73.50	14.70	88.20
409	Playing Fields Playgrounds	15/11/2023	Metro Bank Current a/c	Outdoor Gym Equipment Replacements	The Great Outdoor Gym Company Ltd	S	560.00	112.00	672.00
408	Ice Rink (2 day Hire)	15/11/2023	Metro Bank Current a/c	Ice Rink Hire Final Payment	ICE QUEEN	S	7,950.00	1,590.00	9,540.00
406	Cafe Supplies	15/11/2023	Metro Bank Current a/c	Marshmallows	Dady Bros Ltd	X	27.80	0.00	27.80
410	Repairs	17/11/2023	Metro Bank Current a/c	Wheelbarrow Tyre	Toolstation	S	27.48	5.50	32.98
440	Employer Payments	17/11/2023	NW Current 47793112	Tax & NI	HMRC	X	2,141.42	0.00	2,141.42
414	Professional Fees	20/11/2023	Metro Bank Current a/c	GTA Civils Appeal Work	GTA Civils and Transport Ltd	S	1,500.00	300.00	1,800.00
413	Van Lease	20/11/2023	Metro Bank Current a/c	Van Hire - Due to Lease Van in Garage	Kenhire Limited	S	221.00	44.20	265.20
412	Cafe Supplies	20/11/2023	Metro Bank Current a/c	Cafe supplies	Tesco	X	17.40	0.00	17.40
415	Parish Office - Mobile Phone	21/11/2023	Metro Bank Current a/c	Staff Mobile Phones	EE	S	14.83	2.97	17.80
415	Maintenance Mobile Phones	21/11/2023	Metro Bank Current a/c	Staff Mobile Phones	EE	S	29.67	5.93	35.60
417	Christmas Presents	21/11/2023	Metro Bank Current a/c	Christmas Presents for Winter Wonderland	CutPriceWholesaler	S	159.33	31.87	191.20
419	Christmas Presents	21/11/2023	Metro Bank Current a/c	Christmas Presents for Winter Wonderland	The Works	S	40.00	8.00	48.00
416	Employer Payments	21/11/2023	Metro Bank Current a/c	Pension contributions	NEST	X	424.16	0.00	424.16
418	Cafe Consumables	21/11/2023	Metro Bank Current a/c	Kitchen Foil	Tesco	X	6.00	0.00	6.00
421	Pavilion Fire Safety & Security	22/11/2023	Metro Bank Current a/c	Pavilion Fire Risk Assessment	EK Fire Protection	S	395.00	79.00	474.00
420	Project Contingency	22/11/2023	Metro Bank Current a/c	Blinds	Blinds 2go Limited	S	124.97	24.99	149.96
422	Mower/Tools Fuel	24/11/2023	Metro Bank Current a/c	Van Hire Fuel	Kenhire Limited	S	8.14	1.63	9.77
439	Salaries	24/11/2023	NW Current 47793112	Salary	Fraser Curry	X	1,263.50	0.00	9,090.99
426	Councillor Training	27/11/2023	Metro Bank Current a/c	Councillor Training	KALC	S	97.00	19.40	116.40
424	Repairs	27/11/2023	Metro Bank Current a/c	Post Crete	B&Q	S	37.33	7.47	44.80
423	Festive lights expenses	27/11/2023	Metro Bank Current a/c	Christmas Tree Pots	B&M	X	19.96	0.00	19.96
425	Festive lights expenses	27/11/2023	Metro Bank Current a/c	Christmas Trees x 4	Ripleys Garden Centre	X	128.00	0.00	128.00
427	Safety App	28/11/2023	Metro Bank Current a/c	safety app	Safety Culture	X	182.09	0.00	182.09
430	Office Supplies, Postage & Admin	29/11/2023	Metro Bank Current a/c	Amazon Prime fee	Amazon	S	95.00	19.00	114.00
428	Cafe Supplies	29/11/2023	Metro Bank Current a/c	Christmas Wrapping Paper and Cafe Supplies	Tesco	X	15.27	0.00	15.27
429	Christmas Lights/Decorations	29/11/2023	Metro Bank Current a/c	Christmas Light Battery Boxes	Festive Lights Ltd	S	72.57	14.51	87.08
428	Christmas Presents	29/11/2023	Metro Bank Current a/c	Christmas Wrapping Paper and Cafe Supplies	Tesco	X	9.00	0.00	9.00
431	Payroll	30/11/2023	Metro Bank Current a/c	Payroll	Accounts Unlocked	S	30.00	6.00	36.00
Total							33,090.65	3,753.62	36,844.27

Kingsnorth Parish Council
RECEIPTS LIST

Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
02/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	18.91		18.91
03/11/2023		NW Current 47793112		Pavilion Hire	Park Farm Rangers FC	X	210.00		210.00
06/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	95.70		95.70
07/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	69.80		69.80
09/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	99.91		99.91
13/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	63.63		63.63
14/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	92.05		92.05
16/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	127.37		127.37
17/11/2023		Metro Bank Current a)		Kingsnorth Christmas Event - C	Parishioner	X	15.00		15.00
20/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	109.27		109.27
20/11/2023	i A)	Metro Bank Current a)		Refund for Filling Box	Argos	S	25.00	5.00	30.00
21/11/2023		NW Current 47793112		Maintenance Support	Kennington Community Coun	X	52.50		52.50
21/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	60.51		60.51
21/11/2023	i A)	Metro Bank Current a)		Refund	Viking Supplies	X	23.39		23.39
21/11/2023		Metro Bank Current a)		Kingsnorth Christmas Event - C	Parishioner	X	15.00		15.00
21/11/2023		Metro Bank Current a)		Kingsnorth Christmas Event - C	Parishioner	X	15.00		15.00
21/11/2023		NW Current 47793112		Maintenance Support	Kennington Community Coun	X	9.67		9.67
23/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	82.18		82.18
23/11/2023		Metro Bank Current a)		Kingsnorth Christmas Event - C	Parishioner	X	15.00		15.00
24/11/2023		NW Current 47793112		Pavilion Hire	2nd Kingsnorth (Park Farm) t	X	157.50		157.50
24/11/2023		Metro Bank Current a)		Van Deposit	Kenhire Limited	X	192.06		192.06
25/11/2023		Metro Bank Current a)		Kingsnorth Christmas Event - C	Parishioner	X	15.00		15.00
27/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	126.53		126.53
27/11/2023		Metro Bank Current a)		Kingsnorth Christmas Event - C	Parishioner	X	15.00		15.00
28/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	140.39		140.39
30/11/2023		Metro Bank Reserve a		Metro Bank - Interest	Metro Bank	X	59.75		59.75
30/11/2023		Nationwide Building S		Interest	Nationwide Building Society	X	363.03		363.03
30/11/2023		NW Reserve 4779336i		Interest	Natwest	X	0.02		0.02
30/11/2023		NW SIBA 47793120		Interest	Natwest	X	220.81		220.81
30/11/2023		Metro Bank Current a)		Cafe takings	Paypal	X	132.53		132.53
30/11/2023		Metro Bank Current a)		Christmas Dec's	Tesco	X			

Created by  Scribe

1 of 2

Kingsnorth Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
							Total	2,622.51	5.00	2,627.51

ii. To review invoices and consider authorising payments.

Cllr Cosgrove proposed that authorisation is given to pay invoices.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 8

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

13. Planning Matters

a. To consider all planning application received.

Application Number: **PA/2022/2057**

Address: Briars, Church Hill, Kingsnorth, Ashford, Kent TN23 3EG7

Proposal: Demolition of Briars to provide access and development comprising of 11 residential dwellings on land to the rear of Briars and Greenacres, with associated infrastructure and landscaping.

Ward: Kingsnorth Village

Comments: Defer to January 2024.

Application Number: **PA/2023/0715**

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: Defer to January 2024.

Application Number: **OTH/2023/0035** (Deferred from June 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: Defer to January 2024.

Application Number: **PA/2023/1293**

Address: Pickenden, Stumble Lane, Kingsnorth, Ashford, Kent TN23 3EY

Proposal: Change of use of land from residential to glamping. Proposed 3no. holiday units and conversion of an existing lodge for guest use and associated works including biodiversity enhancements. New gates and wall. Bicycle shed. Conversion of garage to pool house and relocation of outdoor kitchen area.

Ward: Kingsnorth Village.

Comments: No comment

Application Number: **PA/2023/2117**

Address: Little Court Lodge Farm, Magpie Hall Road, Kingsnorth, TN26 1HH

Proposal: Proposed extension to current agricultural building and new workshop with 2no above ground and 1no below ground water storage tanks following demolition of 3no existing buildings.

Ward: Kingsnorth Village

Comments: Support.

Cllr Hicks proposed that comments including the three deferrals be accepted and agreed by the Parish Council.

PROPOSED BY CLLR HICKS

ALL THOSE IN FAVOUR - 8

Motion moved.

SECONDED BY CLLR COSGROVE

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

b. To note decisions

Decisions noted.

c. To consider any appeals and enforcement matters.

Cllr Wedgbury commented on communal planting which has been very badly cut back by Smithy Drive, Sheepfold Lane. Cllr Hayward responded that it has been reported and it is being investigated.

ii. Updates on ongoing planning appeals.

d. Any other planning matters.

a. Stubbs Cross Wastewater Treatment Works.

Consider submitting comments to planning committee and/or authorise a member of the Parish Council to attend the planning committee.

ii. Authorise any further action.

Cllr Hayward proposed that Cllr Ransley speak on behalf of the Parish Council at the planning committee meeting if given the opportunity and include comments raised by Cllr Clarke.

PROPOSED BY CLLR HAYWARD

ALL THOSE IN FAVOUR - 8

Motion moved.

SECONDED BY CLLR COSGROVE

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

14. Correspondence and written reports from external parties.

a. To consider correspondence and written reports received by the Parish Council before the publication of this agenda and listed below. Then authorising any action.

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

i. To consider sending letter to Ashford Borough Council requesting quarterly meetings with the four largest Ashford Urban Parishes.

Cllr Ransley proposed that item b (i) be deferred to January meeting.

PROPOSED BY CLLR RANSLEY
ALL THOSE IN FAVOUR - 7
Motion moved.

SECONDED BY CLLR HAYWARD
ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Cllr Wedgbury proposed the suspension of standing orders.

15. Parish Manager Report.

a. November 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 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

- Speaking with Ashford Borough Council Officer and has been granted permission to clean all road signs on Park Farm and arranged for damaged signs to be replaced.
- Reporting Fly tipping issues.

Cllr Cosgrove

- Attended the KALC Annual General Meeting and relayed information to the Parish Manager
- Attended the Joint Transportation Board meeting.

Cllr Wedgbury proposed the suspension of standing orders.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR RANSLEY

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

Cllr Hicks

- Walk around the Stodmarsh reserve.

Cllr Hayward

- Pound Lane (raised earlier in meeting)
- Chart Road closure.
- Thanked the Parish for the Robin Christmas light which has been placed in Britannia Lane.

Cllr Clarke

- Reported overhanging bushes on Chart Road.

17. The next or future Agenda(s).

a. To add / remove / amend items.

i. To consider having a meeting with Ashford Town Cricket Club (Cllr. Breese).

Cllr Breese asked Ashford Town Cricket Club to be added to a future agenda.

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

18. Date of Next Meeting

Tuesday 9th January 2024

There being no further business, the Chair closed the main meeting at 9.08pm

Signature: _____

Date: _____