

KINGSNORTH PARISH COUNCIL

AGENDA



Parish Manager: Mr Peter Le Rossignol
Kingsnorth Parish Office, Church Hill, Ashford, Kent, TN23 3EF

Telephone: 01233 502969

Email: manager@kingsnorthparishcouncil.gov.uk

Website: www.kingsnorthparishcouncil.gov.uk

To all Members of the Parish Council.

Notice is hereby given, that the next meeting of the Parish Council is to be held on Tuesday 11th June 2024 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.

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.**
- 3. To review committee structure and appoint councillors to outside bodies/committees.**

Public comments and observations.

(Maximum 15 minutes)

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

Verbal reports from external parties.

(Maximum 15 minutes)

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

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

4. Approval of Minutes.

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

- a. [Minutes of Parish Council Meeting held on 14th May 2024.](#)
- b. [Minutes of Extraordinary Parish Council Meeting held on 29th May 2024.](#)

5. Parish community grant applications.

- a. To review community grant applications submitted in May 2024.
 - i. [We Are Beams Grant Application.](#)
- b. To agree/approve/reject applications.

6. Kingsnorth Recreation Centre – Update.

- a. To discuss meeting held with Ashford Borough Council and authorise any further action.
- b. To discuss Kingsnorth Parish Council business plan and priorities.

7. Kingsnorth Country Fayre.

- a. To receive a verbal update on the 2024 Kingsnorth Country Fayre.
- b. Feedback from Councillors on the event.
- c. To provisionally book the date of the 2025 Kingsnorth Country Fayre as Saturday 24th May 2024.

8. Kingsnorth Village Hall.

- a. To consider using Kingsnorth Parish Council COVID stones to be used in the new entrance ramp to the village hall and authorise any further action.

9. Financial matters.

- a. [To receive the May Finance Report Documents.](#)
- b. [To review invoices and consider authorising payment.](#)
- c. Annual Governance and Accountability Return 2023-2024.
 - i. [Section 1- To Confirm Annual Governance Statement 2023-2024.](#)
 - ii. [Section 2- To Confirm Account Statements 2023-2024.](#)
 - iii. To review internal auditors' comments (If received).

10. Planning matters.

- a. [To consider all planning applications received.](#)
- b. [To note decisions.](#)
- c. To consider any Appeals and Enforcement Matters.
- 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.
- b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.

12. Parish Managers Report.

- a. [May Report.](#)

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

- b. To agree format for the monthly Parish Manager's report and authorise any further action.

13. Councillor 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. Parish action sheet.

- a. [To review format of action sheet \(see appendix A\) and authorise further action.](#)
- b. To assign individuals or groups of individuals for development / progressing items and to working groups.
- 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*).

15. The next or future Agenda(s).

- a. To consider any items for the next of future agendas.

16. Date of Next Meeting Tuesday 9th July 2024



Peter Le Rossignol (Kingsnorth Parish Council Manager)

Standing Councillor Declarations

Cllr Wedgbury is a Trade Union shop steward for USDAW.

Cllr Breese is Chair of the Kingsnorth Village Hall Trustees and a Member of the Chilmington Management Organisation Board.

Cllr Heather Hayward is CMO organisation 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.

Cllr Giles ABC management liaison for Home Start – Ashford, Co Leader of The Green Group – ABC, Member of Appeals Committee, workplace representative for GMB union

PARISH ACTION SHEET

ACTIONS FROM MAY MEETING

Project	Specific Projects	Councillors Responsible	Current Progress	Next Steps
Ashford Borough Council Related Projects	Central Park		Currently on hold until Parish Council agree business plan and priority projects.	Parish Council to agree business plan and priority projects. Then reengage with Ashford Borough Council.
	Bridgefield Allotments/Hub			
	Buffer Zone			
	Kingsnorth Recreation Centre		Meeting held with Ashford Borough Council 30/05/2024.	Parish Council to agree next steps and if they wish to pursue anything relating to the centre sale.
	Park Farm Dragon Stones		Parish Council agreed not to take on the previous Dragon Stones Artwork.	To agree a way forward for this project to benefit residents of Park Farm.
Parish Working Groups	Climate Change		Parish Council Carbon Footprint reduced by over half since 2021.	<ul style="list-style-type: none"> • Agree working group members. • Members to meet and agree possible next steps and report back to full council.
	Events		Parish Council recently held its third annual Country Fayre and has an outdoor cinema and winter wonderland planned for this year.	<ul style="list-style-type: none"> • Agree working group members. • Parish Council agree dates for 2025 events programme.
	Policies and Procedures		Policies and Procedures group has met once and agreed a tiered system for our policies and procedures.	Working group members to meet and develop action plan for putting together Parish Council policies and procedures.
	Buffer Zone		No formal working group meeting held to date.	<ul style="list-style-type: none"> • Parish Council to decide if this working group is still needed. • Agree working group members and initial meeting held.

PARISH ACTION SHEET

ACTIONS FROM MAY MEETING

Project	Specific Projects	Councillors Responsible	Current Progress	Next Steps
Planning	Kingsnorth Recreation Centre		Objection comment submitted currently awaiting updated planning application form and information from applicant.	To submit addition comments based on new information submitted if required. Keep residents updated on progress.
	Courtledge		Previous comment looked at and list of new areas to comment on has been produced.	Agree comment to be submitted to Ashford Borough Council and delegations to speak at planning committee when required.
	Local Plan		Local plan public consultations have been released to Ashford Borough Council members. None of the consultations are in Kingsnorth.	Agree way forward to gather resident thoughts and concerns.
	Water Monitoring and Management		Councillors currently working with Shadoxhurst Drainage team members to look at water flows for Courtledge.	Parish Manager has started to obtain quotes for companies to carry out testing for the Parish Council.
	Adoption of Roads (Bridgefield)		Parish Council has written to Ashford Borough Council and Kent County Council about the issues with roads in Bridgefield not being adopted.	Need to apply pressure to Ashford Borough Council and Kent County Council to get roads adopted.
Parish Items	Highways Improvement Plan		Initial Highways Improvement Plan was written with Kent County Council in 2022.	To revise Highways Improvement plan with Kent County Council.
	Speedwatch		Kingsnorth Speedwatch Group registered with Kent Police. Currently only 2 active volunteers so sessions are not regular.	To recruit new volunteers and review sites across the Parish.
	Parish Council Business Plan		Kingsnorth Parish Council has met and agreed its Vision, Mission and Values.	Kingsnorth Parish Council to agree a business plan and priorities to move forward.