



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Annual Meeting of Kingsnorth Parish Council

Held on Tuesday 14th May 2024.

Kingsnorth Pavilion 7.00pm

The Annual Meeting of the Parish Council began at 7.38pm due to the Annual Parish Meeting overrunning.

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

Also, present: Peter Le Rossignol (Parish Manager), Matthew O'Neill (Grounds and Maintenance Supervisor), Marie Russell (Assistant Clerk, Admin), 5 members of public attended the meeting.

1. To Elect Parish Council Chair.

Cllr Ransley stepped down as Chair and proposed that Cllr Breese be elected as Parish Council Chair. Cllr Hicks seconded the motion.

PROPOSED BY CLLR RANSLEY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Cllr Breese took over the meeting as the newly elected Parish Chair.

2. To Elect a Parish Council Vice-Chair

Cllr Hayward proposed that Cllr Townend be elected as Vice-Chair.

Cllr Wedgbury proposed Cllr Cosgrove be elected as Vice-Chair.

Cllr Hicks seconded Cllr Wedgbury's motion.

Cllr Giles seconded Cllr Haywards motion.

Cllr Hayward proposed the Cllr Townend be elected as Vice-Chair.

PROPOSED BY CLLR HAYWARD

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 0

ABSTENTIONS - 5

Cllr Wedgbury proposed Cllr Cosgrove be elected as Vice-Chair.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 5

ALL THOSE AGAINST - 0

ABSTENTIONS - 4

Motion moved.

3. 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 Jones submitted his apologies prior to the meeting.

4. To receive declarations of Interest.

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.

5. To review committee structure and appoint councillors to outside bodies/committees.

- a. To consider the membership of all Parish Council committees.

Community Café Committee

After discussions took place Councillors decided that this committee would be removed as the Parish Manager liaises with all Community Café volunteers.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Staffing Committee

As Cllr Breese is now Chair, she will stand down as the Staffing Committee Chair.

Cllr Giles proposed that Cllr Townend be a member of the staffing committee.

Cllr Wedgbury proposed Cllr Cosgrove be a member of the staffing committee.

Cllr Hicks will remain on the staffing committee.

Cllr Breese took proposals together.

Cllr Breese proposed that Cllr Cosgrove, Cllr Townend and Cllr Hicks form the Staffing Committee.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

b. To appoint councillors or representatives to the following outside bodies.

i. KALC – (Ashford Area).

Cllr Breese proposed that Cllr Cosgrove and Cllr Ransley remain the Parish Councils KALC representatives.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

ii. Kingsnorth Village Hall Committee.

Following conversations between Councillors, Cllr Breese proposed that an advertisement be placed on the Parish Council website and social media platforms to advertise trustee memberships for the Kingsnorth Village Hall Committee.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

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.

A member of the public raised concerns with the Court Lodge Road infrastructure, causing issues with volumes of traffic on and around the Chartfields estate.

Peter New presented his report.

Cllr Wedgbury raised concerns on tagging (graffiti) around Ashford.

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 Hallett, Washford – Submitted his apologies prior to the meeting. Report received and circulated to Councillors prior to the meeting.

Cllr Townend, Park Farm North – No report received.

Cllr McGeever, Kingsnorth Village and Bridgefield – reported on the following:

- Wastewater Treatment works application refused.
- Bin Collections
- Incident on Church Hill highlighted speeding issues.
- Attending Committee meetings.
- Working with Cllr Giles on finding S106 monies.

Cllr Giles, Park Farm South – Has been liaising with residents of Primrose Drive about Anti-Social-Behaviour at the pond which has been ongoing. She has written a report about the number of police reports and issues. Working with Aspire. Community Safety Unit to meet with Cllr. Giles and residents on 31st May.

Cllr Hayward, Roman Ward – No report received.

b. KCC Councillors' Reports

Cllr Robey submitted his apologies and report prior to the meeting.

6. 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 an Extraordinary meeting held on Wednesday 27th March 2024.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 2

Motion moved.

b. Approval of Minutes of Tuesday 9th April 2024.

PROPOSED BY CLLR GILES

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 2

Motion moved.

7. Parish Community Grant Applications.

a. To review community grant applications submitted in April 2024.

b. To agree/approve/reject applications.

None received.

8. 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.

- Climate Change working group – next meeting to be arranged - Action open.
- Events Working Group – meeting held, plans for Country Fayre going well - Action open.
- Adoption of roads in Bridgefield – Parish Manager to chase Cllr Robey for a response - Action open.
- The Central Park Area, Park Farm – pull together all Ashford Borough Council areas into one group, meeting to be arranged with Ashford Borough Council - Action open.
- Policies & Procedures Review Group (including flag flying policy) – meeting to be arranged once Cllr Jones returns. - Action open.
- Buffer zone Working Group – action will now be included within the 'Central Park Area, Park Farm actions – Action open.
- Hilary's Way Footpath – meeting took place on Monday 15th April to walk the footpath. Cllr Cosgrove proposed that 'footpath A' should be surveyed before works are carried out. Parish Manager to obtain quotations. - Action open.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR BREESE

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

- Park Farm Dragon Artwork – Aspire informed and awaiting a response regarding wording for statement. Cllr Giles asked the Parish Manager to chase a response. – Action open.
- Local Plan (issues to raise) - Action open.

9. Parish Boundary Review.

a. To consider if the Parish Council wants a Community Governance Review to change the Parish Boundary and authorise any further action.

The Parish Manager contacted Ashford Borough Council and reported on their response.

Cllr Wedgbury discussed his reasons for suggesting the Community Governance review to change the Parish Boundary.

Cllr Hicks proposed that the Parish Council defer until Ashford Borough Council gets around to carrying out their full review.

PROPOSED BY CLLR HICKS

SECONDED BY CLLR RANSLEY

10. Dog Fouling and Control.

- a. To consider options to reduce the amount of dog fouling and issues with controlling dogs in the Parish and authorise any further action.

The Parish Manager updated Councillors on dog fouling, issues with controlling dogs and possibility of bylaws.

Discussions took place between Councillors.

Cllr Hicks commented that the best way to deal with these issues is through education, providing more bins and more dog foul bag stations to encourage residents to pick up after their dogs.

Cllr Wedgbury proposed that more bins be placed, and the Parish Council take on the responsibility of bins located in areas which our local bin collection service (SUEZ) cannot collect.

Cllr Breese proposed that the Parish Council does not pursue bylaws

PROPOSED BY CLLR BREESE
ALL THOSE IN FAVOUR - 8

SECONDED BY CLLR HICKS
ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Cllr Ransley proposed that if Councillors have any suggestions for locations of bins, then they email the Parish Manager and that will then come back to a future meeting so that the Parish Council can see how feasible it is due to staffing implications.

Councillors agreed the proposed locations for the dog waste bag stations.

PROPOSED BY CLLR RANSLEY
ALL THOSE IN FAVOUR - 9

SECONDED BY CLLR GILES
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

11. Kingsnorth Sports Pavilion.

- a. To receive a condition report from the Grounds and Maintenance Supervisor and authorise any further action.

The Parish Council Grounds and Maintenance Supervisor presented his condition report on the Sports Pavilion.

Cllr Breese suggested that the report from the Grounds and Maintenance Supervisor should now be costed and prioritised into what should be done first and then brought back to the next meeting.

PROPOSED BY CLLR BREESE
ALL THOSE IN FAVOUR - 9

SECONDED BY CLLR COSGROVE
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

12. Financial Matters.

- a. To receive the April 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 30/04/2024		
	Cash in Hand 01/04/2024		394,657.12
	ADD Receipts 01/04/2024 - 30/04/2024		137,389.24
			532,046.36
	SUBTRACT Payments 01/04/2024 - 30/04/2024		28,119.87
A	Cash in Hand 30/04/2024 (per Cash Book)		503,926.49
	Cash in hand per Bank Statements		
	Petty Cash	30/04/2023	0.00
	Metro Bank Current a/c	30/04/2024	5,147.72
	Metro Bank Reserve a/c	30/04/2024	25,028.77
	NW Reserve 47793368	30/04/2024	13.25
	NW SIBA 47793120	30/04/2024	270,661.63
	NW Current 47793112	30/04/2024	100.00
	Nationwide Building Society	30/04/2024	202,975.12
			503,926.49
	Less unrepresented payments		503,926.49
	Plus unrepresented receipts		
B	Adjusted Bank Balance		503,926.49
	A = B Checks out OK		

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2024 and 30/04/2024)

Cost Centre Name

<u>2025/26 Budget Items</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
152	Country Fayre Rides					15,750.00	15,750.00
153	Country Fayre Stall Paym						
						15,750.00	15,750.00

<u>Admin</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
21	Payroll			360.00	30.00		330.00	
22	HR Support			1,920.00	160.00		1,760.00	
23	Staff Training			1,500.00			1,500.00	
24	Councillor Training			750.00			750.00	
25	Councillor/Chairman's Allo			500.00			500.00	
26	Bank Charges			40.00			40.00	
27	Audit Fees			1,120.00			1,120.00	
29	Insurance			2,700.00			2,700.00	
30	Office Supplies, Postage &			1,250.00	54.43		1,195.57	
31	Telephone and Broadband			1,200.00	64.95		1,135.05	
32	Photocopier and Printer			1,250.00			1,250.00	
33	Computer Support and Me			2,000.00	295.00		1,705.00	
34	Account Software			1,140.00			1,140.00	
35	Online HR Platform			159.08			159.08	
37	Parish Office - Mobile Pho			178.00	14.57		163.43	
101	Office Rates							
156	Zoom			178.00			178.00	
157	Canva			99.99	99.99			
158	Monkey Survey			372.00			372.00	
159	Land Registry Documents			50.00	6.00		44.00	
160	Royal British Legion			30.00			30.00	
161	ICO Payment			35.00			35.00	
175	Meeting Audio Equipment			800.00	266.65		533.35	
184	Staff Clothing				148.78		-148.78	
						17,632.07	£1,140.37	16,491.70

<u>Cafe</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>			
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>			
11	Cafe Takings		14,000.00	821.32			-13,178.68			
63	Café Consumables (Cups)				325.00		325.00			
64	Cafe Workwear				150.00		150.00			
66	Cafe Admin				300.00	38.95	261.05			
72	Cafe Donations									
162	Café Supplies (Milk/Cream)				600.00	27.55	572.45			
163	Café Supplies (Food/Cake)				7,500.00	449.16	7,050.84			
164	Café Coffee				325.00		325.00			
						14,000.00	£821.32	9,200.00	£515.66	-4,494.34

<u>Capital</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>	
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	
65	Café Coffee Machine				3,500.00		3,500.00	
96	Christmas Lights/Decorati				3,520.00		3,520.00	
171	Parish Signage				5,000.00		5,000.00	
174	Bus Shelters				39,700.00		39,700.00	
176	Dog Waste Stations				1,494.00	1,487.80	6.20	
183	Card Readers					416.00	-416.00	
						53,214.00	£1,903.80	51,310.20

<u>Communications</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
19	E-mail				820.80	88.20	732.60
20	Website				35.00		35.00
94	Precept Letter				500.00		500.00

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2024 and 30/04/2024)

Cost Centre Name

1,355.80 £88.20 1,267.60

Income

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
1	Precept		270,291.12	135,145.56			-135,145.56
2	Grants						
5	Interest		4,000.00	584.86			-3,415.14
6	Pavilion Hire		1,000.00	472.50			-527.50
7	Pavilion Football		2,520.00	210.00			-2,310.00
8	MUGA - School Hire		1,500.00				-1,500.00
9	MUGA - Casual Hire		500.00	50.00			-450.00
10	Maintenance						
12	Cafe Grants						
73	General Admin						
			279,811.12	£136,462.92			-143,348.20

Kingsnorth Christmas Event

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
126	Ice Rink (2 day Hire)		8,150.00		10,600.00	2,725.00	-275.00
127	Attractions		2,000.00		8,000.00		6,000.00
128	Toilets				348.00		348.00
129	First Aid				1,000.00		1,000.00
130	Security				650.00		650.00
154	Event License				50.00		50.00
165	Father Christmas, Elf and		1,500.00		2,000.00		500.00
190	Christmas Stall		350.00				-350.00
191	Food Vendors		600.00				-600.00
193	Generator Hire				920.50		920.50
			12,600.00		23,568.50	£2,725.00	8,243.50

Kingsnorth Country Fayre

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
110	Fun Fair		5,799.00				-5,799.00
111	Toilets				945.00		945.00
112	First Aid				400.00		400.00
113	Wide Eyes Falconry Displ				450.00	100.00	350.00
114	Security				450.00		450.00
118	Contingency				1,599.00	987.16	611.84
181	Stall Payment			105.00			105.00
			5,799.00	£105.00	3,844.00	£1,087.16	-2,937.16

Kingsnorth Green Spaces

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
89	Bulb Planting				500.00		500.00
91	Bird Feeders				500.00		500.00
102	Sunflower/Grow Your Own				300.00		300.00
178	Hilary's Way Repairs and I				30,000.00		30,000.00
					31,300.00		31,300.00

Litter and Driving Awareness

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
78	Advertising and Awareness				500.00		500.00
					500.00		500.00

Maintenance

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
40	Repairs				1,250.00	12.99	1,237.01

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2024 and 30/04/2024)

Cost Centre Name

41 Playing Fields	13,146.00		13,146.00
43 Playing Fields Playground	1,750.00		1,750.00
44 Van Lease	7,351.80	624.65	6,727.15
45 Electric Vehicle Charging	500.00		500.00
46 Vehicle Tax	50.00		50.00
47 Maintenance Vehicle Insur	1,250.00	1,405.58	-155.58
48 Workshop Rent	4,776.00		4,776.00
49 Workshop Rates	1,500.00	126.73	1,373.27
50 Workshop Insurance			
51 Workshop Electric	150.00		150.00
52 Maintenance Mobile Phon	360.00	29.12	330.88
53 Maintenance Loose Tools	1,500.00		1,500.00
54 Maintenance Staff Training	3,000.00		3,000.00
55 MUGA	100.00		100.00
60 Waste Collection	1,750.00	88.00	1,662.00
71 Clothing	250.00	148.78	101.22
83 Van Repair			
104 Safety App	200.00		200.00
132 Mower/Tools Fuel	1,000.00	177.45	822.55
150 Defibrillator Parts			
151 Equipment Repairs			
155 Flag Pole Inspection	500.00		500.00
180 Village Green		62.46	-62.46
182 Mower Parts		15.32	-15.32
	40,383.80	£2,691.08	37,692.72

Outdoor Cinema

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
86 Screen Hire				2,000.00	1,695.00	305.00
185 Toilets				348.00		348.00
186 Security				300.00		300.00
187 Film License				700.00		700.00
188 Event License				25.00		25.00
189 Contingency				337.30		337.30
192 Outdoor Cinema Sales		1,800.00				-1,800.00
		1,800.00		3,710.30	£1,695.00	215.30

Parish Book Stops

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
170 Parish Book Stops/Library				900.00		900.00
				900.00		900.00

Park Patrols

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
169 Park Patrols				4,500.00		4,500.00
				4,500.00		4,500.00

Pavilion

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
56 Pavilion Gas				3,000.00		3,000.00
57 Pavilion Electricity				1,000.00		1,000.00
58 Pavilion Water				500.00		500.00
59 Pavilion Fire Safety & Sec				1,500.00	609.90	890.10
61 Pavilion Cleaning				3,500.00	255.75	3,244.25
70 Pavilion Maintenance				2,500.00		2,500.00
				12,000.00	£865.65	11,134.35

Pavilion, Play Area and Playing Fields

Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
179 Pavilion, Play Area and Pl				15,000.00		15,000.00

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

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2024 and 30/04/2024)

Cost Centre Name

	15,000.00	15,000.00
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Reusable Nappy SchemeCode Title

	<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>
85 Trial Real Nappies Loan S				500.00		500.00
				500.00		500.00

SalariesCode Title

	<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				50,211.72	4,007.66	46,204.06
15 Salaries Maintenance				35,641.68	2,886.10	32,755.58
16 Employer Payments				34,522.32	2,703.43	31,818.89
				120,375.72	£9,597.19	110,778.53

Section 137Code Title

	<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	1,380.00	8,620.00
				10,000.00	£1,380.00	8,620.00

SubscriptionsCode Title

	<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	1,765.00	235.00
				2,000.00	£1,765.00	235.00

NET TOTAL

		314,010.12	£137,389.24	365,734.19	£25,454.11	163,659.20
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Kingsnorth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2024 and 30/04/2024)

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2025/26 Budget Items			0.00 (N/A)	15,750.00		15,750.00 (100%)	15,750.00
Admin			0.00 (N/A)	17,632.07	1,140.37	16,491.70 (93%)	16,491.70
Cafe	14,000.00	821.32	-13,178.68 (-94%)	9,200.00	515.66	8,684.34 (94%)	-4,494.34
Capital			0.00 (N/A)	53,214.00	1,903.80	51,310.20 (96%)	51,310.20
Communications			0.00 (N/A)	1,355.80	88.20	1,267.60 (93%)	1,267.60
Income	279,811.12	136,462.92	-143,348.20 (-51%)			0.00 (N/A)	-143,348.20
Kingsnorth Christmas Event	12,600.00		-12,600.00 (-100%)	23,568.50	2,725.00	20,843.50 (88%)	8,243.50
Kingsnorth Country Fayre	5,799.00	105.00	-5,694.00 (-98%)	3,844.00	1,087.16	2,756.84 (71%)	-2,937.16
Kingsnorth Green Spaces			0.00 (N/A)	31,300.00		31,300.00 (100%)	31,300.00
Litter and Driving Awareness			0.00 (N/A)	500.00		500.00 (100%)	500.00
Maintenance			0.00 (N/A)	40,383.80	2,691.08	37,692.72 (93%)	37,692.72
Outdoor Cinema	1,800.00		-1,800.00 (-100%)	3,710.30	1,695.00	2,015.30 (54%)	215.30
Parish Book Stops			0.00 (N/A)	900.00		900.00 (100%)	900.00
Park Patrols			0.00 (N/A)	4,500.00		4,500.00 (100%)	4,500.00
Pavilion			0.00 (N/A)	12,000.00	865.65	11,134.35 (92%)	11,134.35
Pavilion, Play Area and Playing Fiel			0.00 (N/A)	15,000.00		15,000.00 (100%)	15,000.00
Reusable Nappy Scheme			0.00 (N/A)	500.00		500.00 (100%)	500.00
Salaries			0.00 (N/A)	120,375.72	9,597.19	110,778.53 (92%)	110,778.53
Section 137			0.00 (N/A)	10,000.00	1,380.00	8,620.00 (86%)	8,620.00
Subscriptions			0.00 (N/A)	2,000.00	1,765.00	235.00 (11%)	235.00
NET TOTAL	314,010.12	137,389.24	-176,620.88 (-56%)	365,734.19	25,454.11	340,280.08 (93%)	163,659.20
Total for ALL Cost Centres		137,389.24			25,454.11		
V.A.T.					2,267.76		
GROSS TOTAL		137,389.24			27,721.87		

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
2	Waste Collection	02/04/2024	Metro Bank Current a/c	Waste Collection	Trident Waste Management Ltd	S	88.00	17.60	105.60
51	Workshop Rates	02/04/2024	NW Current 47793112	Workshop Business Rates	Ashford Borough Council	X	126.73	0.00	126.73
5	Meeting Audio Equipment	04/04/2024	Metro Bank Current a/c	New Microphones	ANKER TECHNOLOGY (UK) LTD	S	266.65	53.33	319.98
3	Village Green	04/04/2024	Metro Bank Current a/c	New Flag	The Flag Shop LTD	S	62.46	12.49	74.95
4	Wide Eyes Falconry Display	04/04/2024	Metro Bank Current a/c	Falconry Display Deposit	Wide Eyes Falconry cic	X	100.00	0.00	100.00
10	Office Supplies, Postage & Admin	08/04/2024	Metro Bank Current a/c	CCTV	TP-Link	X	2.99	0.00	2.99
11	Office Supplies, Postage & Admin	08/04/2024	Metro Bank Current a/c	Zoom fee	Zoom	X	15.59	0.00	15.59
6	Telephone and Broadband	08/04/2024	Metro Bank Current a/c	Telephone	BT	S	64.95	12.99	77.94
7	Van Lease	08/04/2024	Metro Bank Current a/c	USB Stick	Tesco	X	12.00	0.00	12.00
8	Pavilion Cleaning	08/04/2024	Metro Bank Current a/c	cleaning	EJP Cleaning Services	X	255.75	0.00	255.75
12	Mower/Tools Fuel	08/04/2024	Metro Bank Current a/c	Mower Oil	CG Coles Ltd	S	33.37	6.67	40.04
13	Mower/Tools Fuel	08/04/2024	Metro Bank Current a/c	Mower Service Kit	D A Forgie	S	144.08	28.82	172.90
1	Van Lease	09/04/2024	NW Current 47793112	Van rental	Leaseplan	S	612.65	122.53	735.18
16	Community Grants Fund	10/04/2024	Metro Bank Current a/c	Community Grant	ARK Drama 2000	X	750.00	0.00	750.00
19	Community Grants Fund	10/04/2024	NW Current 47793112	Community Grant	Ashford Church Team	X	630.00	0.00	630.00
18	Subscriptions	10/04/2024	NW Current 47793112	KALC Annual Subscription	KALC	S	1,765.00	353.00	2,118.00
14	Ice Rink (2 day Hire)	10/04/2024	Metro Bank Current a/c	Ice Rink Deposit	ICE QUEEN	S	2,725.00	545.00	3,270.00
15	Outdoor Film Show	10/04/2024	Metro Bank Current a/c	Outdoor Cinema Screen Hire	Silent Disco	S	1,695.00	339.00	2,034.00
20	Maintenance Vehicle Insurance	10/04/2024	NW Current 47793112	Motor Insurance	Zurich	X	1,405.58	0.00	1,405.58
21	Pavilion Fire Safety & Security	10/04/2024	NW Current 47793112	Alarm Annual Contract	Chubb	S	514.90	102.98	617.88
17	HR Support	11/04/2024	Metro Bank Current a/c	HR Support	Outset UK	S	160.00	32.00	192.00
22	Contingency	12/04/2024	Metro Bank Current a/c	Generator Hire - Kingsnorth Country Fayre	HSS ProService Limited	S	334.89	66.98	401.87
22	Contingency	12/04/2024	Metro Bank Current a/c	Generator Hire - Kingsnorth Country Fayre	HSS ProService Limited	X	527.60	0.00	527.60
27	Employer Payments	15/04/2024	NW Current 47793112	Tax & NI	HMRC	X	2,248.22	0.00	2,248.22
23	Dog Waste Stations	15/04/2024	Metro Bank Current a/c	9 x dog waste stations	Eco Green Communities	S	1,487.80	297.56	1,785.36
26	Computer Support and Maintenance	15/04/2024	Metro Bank Current a/c	IT support	AMJ IT Ltd	S	295.00	59.00	354.00
50	Repairs	15/04/2024	NW Current 47793112	Expenses	M O'Neill	X	12.99	0.00	12.99
24	Pavilion Fire Safety & Security	15/04/2024	Metro Bank Current a/c	Fire Alarm Service	EK Fire Protection	S	95.00	19.00	114.00
25	E-mail	16/04/2024	Metro Bank Current a/c	E-mail Addresses	Microsoft	X	88.20	0.00	88.20
28	Café Supplies (Milk/Cream Etc...)	17/04/2024	Metro Bank Current a/c	Cafe Milk	Tesco	X	7.25	0.00	7.25
29	Café Supplies (Food/Cake)	17/04/2024	Metro Bank Current a/c	Café Order	Brakes	X	449.16	0.00	449.16
31	Employer Payments	19/04/2024	Metro Bank Current a/c	Pension contributions	NEST	X	455.21	0.00	455.21
33	Office Supplies, Postage & Admin	22/04/2024	Metro Bank Current a/c	Planning Map For Land Transfer	UK Map Centre LLP	S	27.85	5.57	33.42
32	Parish Office - Mobile Phone	22/04/2024	Metro Bank Current a/c	Staff Mobile Phones	EE	S	14.57	2.91	17.48
49	Staff Clothing	22/04/2024	Metro Bank Current a/c	Staff Uniform	Tylers	S	148.78	29.76	178.54
32	Maintenance Mobile Phones	22/04/2024	Metro Bank Current a/c	Staff Mobile Phones	EE	S	29.12	5.82	34.94
34	Cafe Admin	22/04/2024	Metro Bank Current a/c	Food Hygiene Courses - Level 2 x 3	Training Express	S	17.97	3.60	21.57
35	Mower Parts	22/04/2024	NW Current 47793112	Mower Parts	Lister Wilder	S	15.32	3.07	18.39
37	Contingency	22/04/2024	NW Current 47793112	Kingsnorth Country Fayre - Flyers	Ashford Borough Council	S	124.67	24.93	149.60
49	Clothing	22/04/2024	Metro Bank Current a/c	Staff Uniform	Tylers	S	148.78	29.76	178.54
38	Land Registry Documents	23/04/2024	Metro Bank Current a/c	land documents	Land Registry	X	6.00	0.00	6.00
39	Cafe Admin	23/04/2024	Metro Bank Current a/c	Food Hygiene Courses - Level 2 x 2	Training Express	S	11.98	2.40	14.38
42	Canva	24/04/2024	Metro Bank Current a/c	Canva Pro Annual Fee	Canva	X	99.99	0.00	99.99
41	Cafe Admin	24/04/2024	Metro Bank Current a/c	Food Hygiene Courses - Level 2 x 2	Training Express	S	9.00	1.80	10.80
45	Salaries	26/04/2024	NW Current 47793112	Salaries	Kingsnorth Parish Council	X	6,893.76	0.00	6,893.76
44	Card Readers	26/04/2024	Metro Bank Current a/c	New Card Readers	iZettle Merchant Services AB	S	416.00	83.20	499.20
43	Café Supplies (Milk/Cream Etc...)	26/04/2024	Metro Bank Current a/c	Cafe Milk	Tesco	X	8.70	0.00	8.70
46	Payroll	30/04/2024	Metro Bank Current a/c	Payroll	Accounts Unlocked	S	30.00	6.00	36.00
47	Office Supplies, Postage & Admin	30/04/2024	Metro Bank Current a/c	Supplies	Tesco	X	8.00	0.00	8.00
47	Café Supplies (Milk/Cream Etc...)	30/04/2024	Metro Bank Current a/c	Supplies	Tesco	X	11.60	0.00	11.60
Total							25,454.11	2,267.76	32,559.94

Kingsnorth Parish Council

1 May 2024 (2024-2025)

RECEIPTS LIST

Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
	Metro Bank Current a/c		Cafe takings	Paypal	X	180.45		180.45
	NW Current 47793112		Pavilion Hire	Park Farm Rangers FC	X	210.00		210.00
	Metro Bank Current a/c		Cafe takings	Paypal	X	88.75		88.75
	Metro Bank Current a/c		Kingsnorth Country Fayre Stall	Parishioner	X	15.00		15.00
	NW Current 47793112		Muga and Pavilion Hire on 27/C	Mr N Chhanyal	X	210.00		210.00
	NW Current 47793112		Muga and Pavilion Hire on 27/C	Mr N Chhanyal	X	50.00		50.00
	NW Current 47793112		Pavilion Hire	Overseas Fellowship of Nig	X	30.00		30.00
	Metro Bank Current a/c		Cafe takings	Paypal	X	110.63		110.63
	Metro Bank Current a/c		Kingsnorth Country Fayre Stall	Parishioner	X	15.00		15.00
	NW Current 47793112		Muga & Pavilion Hire	2nd Kingsnorth (Park Farm	X	157.50		157.50
	Metro Bank Current a/c		Kingsnorth Country Fayre Stall	Parishioner	X	30.00		30.00
	NW Current 47793112		Pavilion Hire	Kent Play Clubs	X	75.00		75.00
	Metro Bank Current a/c		Cafe takings	Paypal	X	130.75		130.75
	Metro Bank Current a/c		Kingsnorth Country Fayre Stall	Parishioner	X	15.00		15.00
	Metro Bank Current a/c		Cafe takings	Paypal	X	92.23		92.23
	Metro Bank Current a/c		Cafe takings	Paypal	X	104.82		104.82
	NW Current 47793112		Parish Precept	Ashford Borough Council	X	135,145.56		135,145.56
	Metro Bank Current a/c		Cafe takings	Paypal	X	113.69		113.69
	Metro Bank Current a/c		Kingsnorth Country Fayre Stall	Parishioner	X	15.00		15.00
	Metro Bank Reserve		Interest	Metro Bank	X	28.77		28.77
	Metro Bank Current a/c		Kingsnorth Country Fayre Stall	Parishioner	X	15.00		15.00
	NW Reserve 4779331		Interest	Natwest	X	0.02		0.02
	NW SIBA 47793120		Interest	Natwest	X	189.71		189.71
	Nationwide Building :		Interest	Nationwide Building Societ	X	366.36		366.36
Total						137,389.24		137,389.24

The Parish Manager asked all Councillors if they had any questions on the Finance report.

Cllr Ransley proposed moving £70,000 into Metrobank so that accounts are more evenly spread.

Ward: Park Farm South

Comments: Cllr Ransley suggested deferring this application and arranging an extraordinary meeting to discuss the Kingsnorth Recreation Centre application and the Court Lodge planning application.

Cllr Wedgbury proposed Cllr Ransley's suggested comment.

Cllr Hicks seconded the motion.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Application Number: **PA/2024/0778**

Address: 17, Collie Drive, Kingsnorth, TN23 3GR

Proposal: Erection of single storey rear extension with 2 x skylights

Ward: Roman

Comments: No Objection.

Application Number: **18/01822/AS**

Address: Land at Court Lodge, Pound Lane, Kingsnorth

Proposal: Construction of up to 1000 new homes (C3), local centre comprising retail uses (up to 450 sqm A1-A5) flexible office space (up to 350 sqm B1) and community facilities including a primary school (2.4ha), a combined community hall and site management suite (upto 650 sqm D1). New means of vehicular accesses onto Pound Lane, Long Length, Magpie Hall Road, new pedestrian and cycle routes laying out of green infrastructure, including allotment gardens and areas of ecological habitats. Drainage infrastructure, earthworks and ancillary infrastructure. *Note this is an EIA application accompanied by an Environmental Statement.

Ward:

Comments: Defer to extraordinary meeting.

Application Number: **PA/2024/0857**

Address: 21 Heritage Road, Kingsnorth, TN25 7LF

Proposal: Proposed single storey rear extension

Ward: Bridgefield

Comments: Defer to extraordinary meeting.

Application Number: **PA/2022/2772**

Address: Land south of Asda, Kimberley Way, Ashford

Proposal: Application for outline planning permission for up to 46,000 sqm of employment floorspace (Use Class E and B2) with all matters reserved except access (excluding internal circulation routes and links to pedestrian and cycle network) and change of use of land to parkland including flood storage area.

Ward:

Comments: Defer to next Parish Council meeting.

Cllr Breese proposed that all planning comments be agreed as discussed and uploaded onto the planning portal.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

b. To note decisions

Decisions noted.

c. To consider any Appeals and Enforcement matters.

Cllr Ransley raised that he expects an appeal to come in from the developers for the Stubbs Cross Wastewater Treatment Works plant and that the Parish Council should look to work with other Parishes and CPRE about if an appeal comes and if someone would like to be a third party and lead on the appeal.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR COSGROVE

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

d. Any other planning matters.

i. To discuss re-consultation on Land at Court Lodge, Pound Lane, Kingsnorth and authorise any further action.

ii. Kingsnorth Recreation Centre – Change of use application.

Items d. i. and d.ii. will be discussed in more detail during the extraordinary meeting.

14. Correspondence and written reports from external parties.

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

i. Letter from Ashford Borough Council Monitoring Officer re Code of Conduct complaint.

Cllr Breese proposed that due to the large amount of information in the letter that we defer this item for a future agenda and discuss it in more detail.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR TOWNEND

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

ii. To consider email from resident re speed limit on Church Hill.

The Parish Manager provided an updated on the email from a resident regarding a 20mph speed limit on Church Hill. This will be added to our Kent County Council (KCC) Highways Improvement Plan.

Cllr Breese asked about Speed watch on Church Hill and Park Farm. Parish Manager is currently awaiting an update from Kent Police on Park Farm sites and will update Councillors on any sites on Church Hill. A conversation took place about the possibility of getting a speed awareness sign.

The Parish Manager will advertise for volunteers for Speed watch (to be added to the action sheet).

Cllr Breese proposed that this item is deferred to the next meeting for the Parish Manager to provide a report.

PROPOSED BY CLLR BREESE

SECONDED BY CLLR GILES

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

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

Cllr Ransley wanted to highlight that he had invited Ashford Borough Council members and lead officers to the annual meeting, but they declined and have asked for a meeting with the whole Parish Council as soon as possible.

15. Parish Manager Report.

a. April 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.

The Parish Manager provided a report to Councillors which was included in the agenda documents.

The Parish Manager added thanks to the Parish staff for their hard work.

No questions were raised by Councillors.

16. Parish Councillors reports.

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.

Cllr Hicks reported on the following:

- Attended an event in Great Chart called 'Women Together', safety of women and girls.
- Attended the Ashford Borough Council planning committee and was pleased that the Stubbs Cross Wastewater Treatment Works was refused.
- Raised employment insurance and asked that the Parish Manager investigate this.

Cllr Cosgrove reported on the following:

- Attended the Wastewater Treatment works site visit.
- The next Ashford KALC meeting on 29th May.

Cllr Clarke reported on the following:

- Met with Peter Finnis, Cllr Cosgrove and Cllr Hicks to clear some areas of the stream located between Pound Lane and Magpie Hall Road and started to look at the flow of water.

Cllr Cosgrove suggested that the Parish Council look to purchase a water flow measuring device or obtain quotes for a company to do it for us.

Members agreed that the Parish Council should look at purchasing the correct kit.

Parish Manager to get costs of a Waterflow monitor and a company that could do it for the Parish Council.

Cllr Cosgrove proposed that the Parish Manager researches potential companies that could provide the Parish Council with the service of measuring the water flow a couple of times a month and obtain costs and calibration of a water flow monitor and what standard it would need to be to be accepted in planning terms.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR HICKS

ALL THOSE IN FAVOUR - 9

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

17. The next or future Agenda(s).

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

18. Date of Next Meeting

Tuesday 11th June 2024

There being no further business, the Chair closed the main meeting at 9.18pm.

Signature: _____

Date: _____