



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Parish Council Meeting

Held on Tuesday 11th June 2024.

Kingsnorth Pavilion 7.00pm

Present: Cllr Breese (Chair), Cllr Clarke, Cllr Cosgrove (Vice-Chair), and Cllr Wedgbury.

Also, present: Peter Le Rossignol (Parish Manager), Matthew O'Neill (Grounds and Maintenance Supervisor), Marie Russell (Assistant Clerk, Admin), 1 member 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, Cllr Hayward, Cllr Hicks, Cllr Jones, Cllr Ransley, 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 the Kingsnorth Village Hall Trustees and a Member of the Chilmington Management Organisation Board.

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.

Member of the public raised a question on a planning application relating to the Kingsnorth Recreation Centre.

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 – Cllr Hallett was not present at meeting. No report received.

Cllr Townend, Park Farm North – Submitted his apologies prior to the meeting. No report received.

Cllr McGeever, Kingsnorth Village and Bridgefield – Cllr McGeever was not present at the meeting. No report received.

Cllr Giles, Park Farm South – Submitted her apologies. Report received and circulated to Councillors prior to the meeting.

Cllr Hayward, Roman Ward – Submitted her apologies. No report received.

b. KCC Councillors' Reports

Cllr Robey was not present at the meeting. No report received.

3. Approval of Minutes

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

a. Minutes of Parish Council Meeting held on 14th May 2024.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR WEDGBURY

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

b. Minutes of Extraordinary Parish Council Meeting held on 29th May 2024.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR CLARKE

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

4. Parish Community Grant Applications.

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

i. We Are Beams Grant Application.

Reason for Grant Application: Support for Cygnet Parenting course which is a valuable resource for families of children with ASD.

Grant Amount: £250

b. To agree/approve/reject applications.

PROPOSED BY CLLR CLARKE

SECONDED BY CLLR BREESE

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

5. Kingsnorth Recreation Centre Update.

a. To discuss meeting held with Ashford Borough Council and authorise any further action.

Cllr Breese recommended that Parish Councils response to Ashford Borough Council includes the following:

- The Parish Council request a repayment of the contribution made for our investment on the recreation centre extension.
- Reset how the Parish Council works with Ashford Borough Council.
- Minimum of two Councillors, maximum of three Councillors plus the Parish Manager to attend meetings with Ashford Borough Council.
- All meetings are to be minuted or recorded and circulated to all parties.
- Parish Council to be notified before any communication / press releases are made.
- Ashford Borough Council need to reflect on how they support community governance.
- All communication should be to all members of the negotiating group for that specific project.

PROPOSED BY CLLR WEDGBURY

SECONDED BY CLLR BREESE

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

b. To discuss Kingsnorth Parish Council business plan and priorities.

Cllr Breese suggested that a workshop be arranged to discuss the Kingsnorth Parish Council business plan and list projects.

PROPOSED BY CLLR COSGROVE

SECONDED BY CLLR CLARKE

ALL THOSE IN FAVOUR - 4

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

6. Kingsnorth Country Fayre.

a. To receive a verbal update on the 2024 Kingsnorth Country Fayre.

Kingsnorth Parish staff provided an update on the Kingsnorth Country Fayre.

b. Feedback from Councillors on the event.

Parish Staff have received feedback from Councillors, stall holders and vendors. Staff will summarise the feedback received and produce a report for the next meeting.

c. To provisionally book the date of the 2025 Kingsnorth Country Fayre as Saturday 24th May 2024.

Cllr Breese formally thanked everyone who was involved in the organising and running of the Country Fayre.

Councillors noted that the date for the next Country Fayre will be Saturday 24th May 2025.

7. 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.

Cllr Breese suggested the Kingsnorth Parish Council COVID stones be incorporated in the new entrance ramp to the village hall and looking at incorporating a list of Kingsnorth residents who lost their lives in conflict serving for their country.

PROPOSED BY CLLR WEDGBURY
ALL THOSE IN FAVOUR - 4

SECONDED BY CLLR COSGROVE
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

8. Financial Matters.

- a. To receive the May Finance Report documents.

Finance report received, no questions from Councillors.

Cllr Clarke will do the July finance checks.

- b. To review invoices and consider authorising payments.

Cllr Cosgrove proposed that authorisation be given to pay invoices.

PROPOSED BY CLLR COSGROVE
ALL THOSE IN FAVOUR - 4

SECONDED BY CLLR WEDGBURY
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

- c. Annual Governance and Accountability Return 2023-2024.

- i. Section 1- To Confirm Annual Governance Statement 2023-2024.

Cllr Breese read through the Annual Governance Statement 2023/24.

PROPOSED BY CLLR BREESE
ALL THOSE IN FAVOUR - 4

SECONDED BY CLLR CLARKE
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

- ii. Section 2- To Confirm Account Statements 2023-2024.

The Account Statements 2023-2024 were circulated to all Councillors prior to the meeting.

PROPOSED BY CLLR WEDGBURY
ALL THOSE IN FAVOUR - 4

SECONDED BY CLLR COSGROVE
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

- iii. To review internal auditors' comments (If received).

Cllr Breese deferred this item to the next meeting due to the auditors' comments not yet being received.

9. Planning Matters

- a. To consider all planning application received.

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: No Comment

Application Number: **PA/2024/0920**

Address: Coombe Glen, Magpie Hall Road, Kingsnorth, TN26 1HF

Proposal: Two detached one and half storey dwellings following demolition of existing semi-detached bungalow.

Ward: Kingsnorth Village

Comments: Councillors suggested that Cllr Hicks to be asked for her comments.

Application Number: **PA/2024/0941**

Address: Glebe Cottage, Church Hill, Kingsnorth, TN23 3EQ

Proposal: Internal alterations to include replacement kitchen and bathroom, repair work to staircase, blocking existing opening on the ground floor, installation of a new wall, new opening in wall on the first floor and installation of French drain.

Ward: Kingsnorth Village

Comments: No comment

Application Number: **PA/2024/0645**

Address: Kingsnorth Recreation Centre, Field View, Kingsnorth, Ashford, Kent TN23 3NZ

Proposal: Change of use from class F2(B) to incorporate F1(F) place of public worship or religious instruction.

Ward: Park Farm South

Comments:

Suggested by Parish Manager:

Kingsnorth Parish Council note that the applicant has updated the planning statement and corrected the errors. The Parish Council would like to express concern that the application form submitted on 01/04/2024 still states that there will be no parking spaces on the application site which contradicts the planning statement that outlines there will be no change in the parking spaces. The Parish Council would like to ask why this has not been picked up with the applicant and when the application form will be updated.

Further to the objection submitted on 30/05/2024 the Parish Council would like the Borough Council to consider the following planning conditions if the applicant is granted planning permission for a Change of use from class F2(B) to incorporate F1(F) place of public worship or religious instruction.

- That parking restrictions are put in place around the application site that allow residents to have parking spaces. Perhaps parking restrictions that only allow resident permit parking could be considered.
- Operating times – That the Borough Council consider the impact of worship on residents and restrict the times worship can take place to between the hours of 0800 – 2000 on during the week and 0900 – 1700 at the weekend.

Kingsnorth Parish Council's position remains that it objects to the application and the Borough Council will consider our previous comment.

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

PROPOSED BY CLLR BREESE
ALL THOSE IN FAVOUR - 4
Motion moved.

SECONDED BY CLLR CLARKE
ALL THOSE AGAINST -

ABSTENTIONS -

- b. To note decisions

Decisions noted.

- c. To consider any Appeals and Enforcement matters.

Councillors discussed the potential appeal for the wastewater treatment plant at Stubbs Cross.

- d. Any other planning matters.

Ashford Borough Council has started the consultation process for the Local Plan.

Cllr Breese recommended that the Parish Council begin putting together their own plans and vision.

10. 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.

None received.

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

None.

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.

Cllr Cosgrove recommended that the format remain as it is for the time being.

Councillors note the Parish Managers report.

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.

Cllr Cosgrove reported on the following:

- Attended a 1-day resilience forum with the Parish Manager.

Cllr Cosgrove recommended that Kingsnorth Parish Council form a working group to form an Emergency Resilience Plan – Add Action and add as future Agenda Item.

- Attended a KALC meeting.
- Cllr Cosgrove was re-elected to the Joint Transportation Board.
- Attended Joint Transportation Board meeting, all Parish Council Highway improvement plan are to be submitted to the Joint Transportation Board.
- D-Day 80th Anniversary lighting of the beacon ceremony.
- Joined a walk to look at and discuss ditches.

Cllr Breese formally thanked everyone involved in organising the joint D-Day commemoration ceremony.

Cllr Breese attended a walk around which took place on Friday 7th June (Cllr Breese circulated meeting notes to all Councillors) with regards to the conservation fields and would like to formally include it into the Parish Councils work plan.

Cllr Wedgbury reported on the following:

- After months of communication with KCC the potholes on Reed Crescent have now been repaired.

14. Parish Action Sheet

The Parish Action Sheet had been circulated to all Councillors prior to the meeting.

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

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.	Request a repayment from ABC for the contribution made by KPC for our investment on the recreation centre extension.
	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.	Parish Manager to contact all members to see who would like to remain on the working group. 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.	Parish Manager to contact all members to see who would like to remain on the working group. 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.	Parish Council to decide if this working group is still needed. Agree working group members and initial meeting held.

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.
	Court Lodge		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 Court Lodge.	Parish Manager to organise an online meeting with a company who can monitor the water and report back at the next meeting.
	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.	Raise questions with Cllr McGeever. 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.

15. The next or future Agenda(s).

- a. To consider any items for the next or future agendas.
 - i. Kingsnorth Country Fayre 2024 Report.

16. Date of Next Meeting

Tuesday 9th July 2024

There being no further business, the Chair closed the main meeting at 8.42pm.

Signature: _____

Date: _____