

# KINGSNORTH PARISH COUNCIL

## AGENDA



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

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### **To all Members of the Parish Council.**

Notice is hereby given, that the next meeting of the Parish Council is to be held on Tuesday 8<sup>th</sup> October 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.**

#### **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.

#### **Verbal reports from external parties.**

**(Maximum 15 minutes)**

External parties 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, at the discretion of the Chair, speak on that item later.

- a. *Ashford Borough Councillor's Reports.*
- b. *KCC Councillor's Report.*
- c. *Neighbourhood Watch Update.*

### **3. 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 Tuesday 10<sup>th</sup> September 2024.](#)

### **4. Parish community grant applications.**

- a. To review community grant applications submitted in September 2024.
- b. To agree/approve/reject applications.

### **5. Kingsnorth Parish Council Business Plan.**

- a. To receive an update on the draft plan circulated to councillors and authorise any further action.

### **6. To review Parish Council Policies.**

- a. [Financial Regulations.](#)

### **7. [To review quotes for new Bus Shelters and authorise any further action.](#)**

### **8. [To review quotes for construction of Footpath A and authorise any further action.](#)**

### **9. [To review draft core budget for 2025/26 and authorise any further action.](#)**

### **10. [To review quote for Parish Council Training for members and staff and authorise any further action.](#)**

### **11. Financial matters.**

- a. [To receive the September Finance Report Documents.](#)
- b. [To review invoices and consider authorising payment.](#)
- c. [To consider updating Metro Bank Mandate and apply for a Parish Council Pre-Paid Payment Card.](#)

## 12. 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.
  - i. [To agree any action regarding the Stubbs Cross Wastewater Treatment Works, Permit application.](#)

## 13. 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. [Email received from resident regrading sheep in fields close to Stumble Lane.](#)
  - ii. [To agree date to meet with Sojan Joseph MP and who will represent the Parish Council.](#)
- b. To consider correspondence proposed to be sent by the Parish Council and authorise any action.

## 14. Parish Managers Report.

- a. [September Report.](#)
- b. [Community Engagement and Event Update.](#)

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

## 15. Councillor Reports (To include any relevant Borough Councillor Updates).

Members of the Parish Council September provide any updates (*not addressed earlier on the agenda*) they have from their Parish Ward, Internal Committee or External meetings they have attended.

## 16. 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*).

## 17. To receive an update on the complaint received from a resident regarding Councillor comments on social media and authorise any further action.

## 18. The next or future Agenda(s).

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

## 19. Date of Next Meeting Tuesday 12<sup>th</sup> November 2024

### Closed Session

That under the Public Bodies (Admission to Meetings) Act 1960, the public, and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

## 20. To receive an update on legal advice received regarding the membership of staffing committee and authorise any further action.



**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 unio

**PARISH ACTION SHEET**  
**ACTIONS FROM SEPTEMBER MEETING**

<b>Project</b>	<b>Specific Projects</b>	<b>Councillors Responsible</b>	<b>Current Progress</b>	<b>Next Steps</b>
Ashford Borough Council Related Projects	Central Park / Buffer Zone		Parish Council Business Plan workshop completed, and priorities identified.	Awaiting approval of Parish Council Business Plan to move this forward.
Working Groups	Events		Meeting held on Monday 9 <sup>th</sup> September 2024 and update provided to Parish Council in September.	NA
	Policies and Procedures		Select next Policies and Procedures to be reviewed and updated and bring to full council for approval.	Policies to be brought to October Meeting.
	Buffer Zone		Linked to business plan and agreement from Kingsnorth Parish Members to move the group forward.	Agreed objective in Parish Business Plan.
Parish Items	Highways Improvement Plan	Cllr. Cosgrove	Parish Manager has received a request for a meeting with Kent County Council to discuss the Highways Improvement Plan (HIP) for Kingsnorth Parish.	Councillors to provide any input or comments to Cllr. Cosgrove. Cllr. Cosgrove and Parish Manager to meet with KCC officers to review plan.
	Speedwatch		Volunteer recruitment started and a few have come forward.	Arrange training for new volunteers when we have enough.
	Parish Council Business Plan		Initial draft of plan complete and circulated with Councillors. Objectives have been added to plan for sharing with Parish Councillors.	Draft to be circulated to all Councillors and item on agenda.
	Kingsnorth Parish Community Resilience Plan		Feedback has now been received and the plan is being developed. Information regarding rest centres being updated and include Kingsnorth Sports Pavilion and Kingsnorth Village.	Final draft of plan to be presented at November Parish Council Meeting.
	Meeting with current members of parliament covering Ashford and Weald of Kent		Emails requesting meetings have been sent and currently have possible dates for a meeting with Sojan Joseph MP	To agree date for meeting with Sojan Joseph MP.