

# 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](mailto:manager@kingsnorthparishcouncil.gov.uk)**  
**Website: [www.kingsnorthparishcouncil.gov.uk](http://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 12<sup>th</sup> November 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.

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

- [Minutes of Parish Council Meeting held on Tuesday 8<sup>th</sup> October 2024.](#)
- [Minutes of Extraordinary Parish Council Meeting held on Friday 18th October 2024.](#)

- 4. Parish community grant applications.**

- To review community grant applications submitted in October 2024.
- To agree/approve/reject applications.

- 5. Kingsnorth Parish Council Business Plan.**

- To discuss the draft Parish Council Business Plan and authorise any further action.

- 6. Use of Electronic Devices in Parish Council Meetings.**

- To discuss the use of electronic devices during Parish Council meetings and agree a way forward.

- 7. Complaints Update.**

- [To review an update on any complaints received.](#)

- 8. To review Parish Council Policies.**

- [Financial Regulations.](#)

- 9. Staffing Committee.**

- [To update Parish Council on staffing and request for additional support for maintenance and event team leading up to Christmas.](#)
- To appoint a new council member to the Kingsnorth Parish Council staffing committee.

- 10. Update on Footpath A**

- To receive a verbal update on construction of footpath A and authorise any further action.

- 11. Assets of Community Value.**

- [To discuss any possible land or buildings that the Parish Council think should be listed as an asset of community value.](#)

**12. Financial matters.**

- a. [To receive the October Finance Report Documents.](#)
- b. [To review invoices and consider authorising payment.](#)
- c. [To review quotes for renewal of Parish Council insurance and authorise any further action.](#)

**13. 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.

**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.

**15. Parish Staff Reports.**

- a. [Parish Manager October Report.](#)

**16. 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.

**17. 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*).

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

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

**19. Date of Next Meeting Tuesday 10<sup>th</sup> December 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 bus shelter quote, to discuss any potential issues with locations of the bus shelters 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 OCTOBER 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		On Hold Until Business Plan is Finalised	
Working Groups	Events / Policies and Procedures / Buffer Zone		On Hold Until Business Plan is Finalised	
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.	Cllr. Cosgrove and Parish Manager to meet with KCC officers to review plan.  Meeting arranged for 18 <sup>th</sup> November 2024
	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.	Councillors to discuss 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 December/January Parish Council Meeting.
	Meeting with current members of parliament covering Ashford and Weald of Kent		Meeting with Sojan Joseph held on Friday 15 <sup>th</sup> October 2024.  Currently liaising with Katie Lamb MP to secure a meeting within the next 6 – 8 weeks.	Date for meeting with Katie Lamb MP agreed as Friday 6 <sup>th</sup> December at 4pm in the Sports Pavilion.
	Water Management	Cllr. Clarke	Comment submitted regarding Kingsnorth Green WWTW permit application.	Agreed stance and comments for future comments on permit applications