



KINGSNORTH PARISH COUNCIL

Approved Minutes of the Parish Council Meeting

Held on Tuesday 14th January 2025.

Kingsnorth Pavilion 7.00pm

1. To note those, present and receive apologies.

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

Also, present: Peter Le Rossignol (Parish Manager), KCC Cllr. Robey and 1 member of the public.

Apologies received: Cllr. Hayward, Cllr. Jones and Cllr. Townend submitted their apologies prior to the meeting.

2. To receive declarations of Interest.

Cllr. Wedgbury declared he is a sponsor of a player for Ashford United Football Club.

Cllr. Breese declared an interest in agenda item 4 as she is Chair of the Village Hall Trustees.

Public Comments and Observations

Peter New submitted his apologies and a report prior to the meeting.

Cllr. Breese and Cllr. Cosgrove recommended that the Parish Council write a letter of support to the Chief Constable and a copy to the Commissioner saying what a good job Peter New does.

Cllr. Wedgbury moved the recommendation.

Cllr. Clarke seconded the motion.

PROPOSED BY CLLR. WEDGBURY

SECONDED BY CLLR. CLARKE

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Verbal reports from external parties.

External parties provided 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 submitted his apologies and report prior to the meeting.

Cllr. Townend, Park Farm North – Cllr. Townend submitted his apologies. No report received.

Cllr. McGeever, Kingsnorth Village and Bridgefield – Cllr. McGeever submitted his apologies prior to the meeting.

Cllr. Giles, Park Farm South – Cllr. Giles was present at the meeting and reported on the following:

- Attended a meeting with Ashford Borough Council, no formal letter received yet to discuss the devolution.
- Kingswood School open day.

Cllr. Hayward, Roman Ward – Cllr Hayward submitted her apologies and report prior to the meeting.

b. KCC Councillors' Reports

Cllr. Robey reported on the following:

- Local Government restructure.

Discussions took place between Parish Councillors and Cllr. Robey.

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 10th December 2024.

Cllr. Ransley Page 3299 remove Village Hall proposal – change to noted, not motion moved.
Cllr. Cosgrove commented that Cllr. Hayward should be removed from apologies as she was present at the meeting.
Cllr. Breese raised a previous discussion on the Parish Newsletter. A draft for the newsletter has been completed and Cllr. Breese asked all Councillors for any feedback to be given to the Parish Manager by 15th January.

PROPOSED BY CLLR. HICKS
ALL THOSE IN FAVOUR - 6
Motion moved.

SECONDED BY CLLR. CLARKE
ALL THOSE AGAINST - 0

ABSTENTIONS - 1

b. Minutes of Staffing Committee Meeting held on Thursday 5th December 2024.
The minutes of the Staffing Committee meeting were noted.

4. Parish community grant applications.

- a. To review community grant applications submitted in December 2024.
i. Kingsnorth Village Hall Grant Application.

Neil Shorter (Trustee of the Kingsnorth Village Hall) presented the grant application report to Councillors.

- b. To agree/approve/reject applications.

Cllr. Hicks acknowledged that the grant application is to rectify a health and safety issue and proposed that the Parish Council accept the application amount in full which will mean that the Parish Council move the outstanding amount from the reserves if it is required.

Cllr. Cosgrove seconded the proposal.

PROPOSED BY CLLR. HICKS
ALL THOSE IN FAVOUR - 5
Motion moved.

SECONDED BY CLLR. COSGROVE
ALL THOSE AGAINST - 1

ABSTENTIONS - 1

5. Kingsnorth Parish Council Budget 2025/26

- a. To review outline forward budget document.
b. To set Kingsnorth Parish Council Precept amount for 2025/26.

The Parish Manager provided an update on the budget which he had put together for Councillors, and thanked Cllr. Cosgrove, Cllr. Ransley, Cllr. Jones for taking the time to assist with putting it together. The Parish Manager invited questions from Councillors. Conversations took place between Councillors and the Parish Manager.

Cllr. Breese proposed that based on the budget report presented, Kingsnorth Parish Council raise a precept of £264,047.52 from Ashford Borough Council, therefore there will be no increase in the amount charged to Kingsnorth residents by Kingsnorth Parish Council.

PROPOSED BY CLLR. BREESE
ALL THOSE IN FAVOUR - 6
Motion moved.

SECONDED BY CLLR. HICKS
ALL THOSE AGAINST - 0

ABSTENTIONS - 1

6. Financial matters.

- a. To receive the December 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 31/12/2024		
	Cash in Hand 01/04/2024		394,657.12
	ADD		
	Receipts 01/04/2024 - 31/12/2024		332,546.09
			727,203.21
	SUBTRACT		
	Payments 01/04/2024 - 31/12/2024		218,022.63
A	Cash in Hand 31/12/2024 (per Cash Book)		509,180.58
	Cash in hand per Bank Statements		
	Petty Cash 31/12/2024	0.00	
	Metro Bank Current a/c 18279495 31/12/2024	8,071.86	
	Metro Bank Reserve a/c 18279584 31/12/2024	120,184.07	
	NW Reserve 47793368 31/12/2024	13.39	
	NW SIBA 47793120 31/12/2024	227,003.80	
	NW Current 47793112 31/12/2024	100.00	
	Nationwide Building Society 31/12/2024	153,807.46	
			509,180.58
	Less unrepresented payments		509,180.58
	Plus unrepresented receipts		
B	Adjusted Bank Balance		509,180.58
	A = B Checks out OK		

Kingsnorth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2024 and 31/12/2024)

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
2025/26 Budget Items		6,143.90	6,143.90 (614390)	15,750.00	8,042.50	7,707.50 (48%)	13,851.40
Admin			0.00 (N/A)	17,632.07	11,545.83	6,086.24 (34%)	6,086.24
Cafe	14,000.00	11,487.72	-2,512.28 (-17%)	9,200.00	7,406.27	1,793.73 (19%)	-718.55
Capital		650.00	650.00 (65000)	53,214.00	7,110.42	46,103.58 (86%)	46,753.58
Communications			0.00 (N/A)	1,355.80	705.37	650.43 (47%)	650.43
Income	279,811.12	282,810.83	2,999.71 (1%)		149.69	-149.69 (-14969)	2,850.02
Kingsnorth Christmas Event	12,600.00	8,439.66	-4,160.34 (-33%)	23,568.50	23,853.40	-284.90 (-1%)	-4,445.24
Kingsnorth Country Fayre	5,799.00	9,765.98	3,966.98 (68%)	3,844.00	4,238.94	-394.94 (-10%)	3,572.04
Kingsnorth Green Spaces		226.00	226.00 (22600)	31,300.00	5,358.04	25,941.96 (82%)	26,167.96
Litter and Driving Awareness			0.00 (N/A)	500.00		500.00 (100%)	500.00
Maintenance		5.42	5.42 (542%)	40,383.80	28,720.85	11,662.95 (28%)	11,668.37
Outdoor Cinema	1,800.00	1,514.00	-286.00 (-15%)	3,710.30	2,904.59	805.71 (21%)	519.71
Parish Book Stops			0.00 (N/A)	900.00	57.50	842.50 (93%)	842.50
Parish Office			0.00 (N/A)			0.00 (N/A)	0.00
Park Patrols			0.00 (N/A)	4,500.00		4,500.00 (100%)	4,500.00
Pavilion			0.00 (N/A)	12,000.00	8,436.93	3,563.07 (29%)	3,563.07
Pavilion, Play Area and Playing Field			0.00 (N/A)	15,000.00	5.81	14,994.19 (99%)	14,994.19
Reusable Nappy Scheme			0.00 (N/A)	500.00		500.00 (100%)	500.00
Salaries			0.00 (N/A)	130,000.00	88,746.88	41,253.12 (31%)	41,253.12
Section 137			0.00 (N/A)	10,000.00	3,080.09	6,919.91 (69%)	6,919.91
Subscriptions			0.00 (N/A)	2,000.00	2,122.00	-122.00 (-6%)	-122.00
NET TOTAL	314,010.12	321,043.51	7,033.39 (2%)	375,358.47	202,485.11	172,873.36 (46%)	179,906.75

Total for ALL Cost Centres	321,043.51	202,485.11
V.A.T.	11,502.58	15,139.52
GROSS TOTAL	332,546.09	217,624.63

Kingsnorth Parish Council
Net Position by Cost Centre and Code (Between 01/04/2024 and 31/12/2024)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Cost Centre Name**2025/26 Budget Items**

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
152	Country Fayre Rides				15,750.00	7,842.50	7,907.50
153	Country Fayre Stall Paym						
204	Central Park Fund			6,143.90			6,143.90
217	Country Fayre First Aid De					200.00	-200.00
				£6,143.90	15,750.00	£8,042.50	13,851.40

Admin

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
21	Payroll				360.00	270.00	90.00
22	HR Support				1,920.00	1,440.00	480.00
23	Staff Training				1,500.00	222.84	1,277.16
24	Councillor Training				750.00	42.00	708.00
25	Councillor/Chairman's Allo				500.00	37.50	462.50
26	Bank Charges				40.00	30.00	10.00
27	Audit Fees				1,120.00		1,120.00
29	Insurance				2,700.00	2,756.06	-56.06
30	Office Supplies, Postage &				1,250.00	694.07	555.93
31	Telephone and Broadband				1,200.00	623.75	576.25
32	Photocopier and Printer				1,250.00	750.94	499.06
33	Computer Support and Ma				2,000.00	1,208.09	791.91
34	Account Software				1,140.00	1,140.00	
35	Online HR Platform				159.08	297.00	-137.92
37	Parish Office - Mobile Pho				178.00	131.44	46.56
101	Office Rates						
156	Zoom				178.00	140.31	37.69
157	Canva				99.99	99.99	
158	Monkey Survey				372.00	310.00	62.00
159	Land Registry Documents				50.00	6.00	44.00
160	Royal British Legion				30.00	20.41	9.59
161	ICO Payment				35.00	35.00	
175	Meeting Audio Equipment				800.00	266.65	533.35
184	Staff Clothing					148.78	-148.78
199	Professional Fees					875.00	-875.00
					17,632.07	£11,545.83	6,086.24

Cafe

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
11	Cafe Takings		14,000.00	11,347.72			-2,652.28
63	Café Consumables (Cups)				325.00	250.42	74.58
64	Cafe Workwear				150.00		150.00
66	Cafe Admin				300.00	138.16	161.84
72	Cafe Donations					315.90	-315.90
162	Café Supplies (Milk/Cream)				600.00	455.55	144.45
163	Café Supplies (Food/Cake)			140.00	7,500.00	5,689.82	1,950.18
164	Café Coffee				325.00	311.00	14.00
208	Equipment					51.82	-51.82
216	Volunteer Lunch					193.60	-193.60
			14,000.00	£11,487.72	9,200.00	£7,406.27	-718.55

Capital

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
65	Café Coffee Machine			650.00	3,500.00	3,228.00	922.00
96	Christmas Lights/Decorati				3,520.00	518.63	3,001.37
171	Parish Signage				5,000.00	765.00	4,235.00
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
202	Parish Office					299.99	-299.99
206	Coffee Grinder					395.00	-395.00
				£650.00	53,214.00	£7,110.42	46,753.58

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 31/12/2024)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Cost Centre Name**Communications**

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
19	E-mail				820.80	676.20	144.60
20	Website				35.00	29.17	5.83
94	Precept Letter				500.00		500.00
					1,355.80	£705.37	650.43

Income

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
1	Precept		270,291.12	270,291.12			
2	Grants						
5	Interest		4,000.00	5,763.07			1,763.07
6	Pavilion Hire		1,000.00	1,762.50		149.69	612.81
7	Pavilion Football		2,520.00	1,470.00			-1,050.00
8	MUGA - School Hire		1,500.00	1,500.00			
9	MUGA - Casual Hire		500.00	90.00			-410.00
10	Maintenance			1,056.00			1,056.00
12	Cafe Grants						
73	General Admin			27.46			27.46
210	VAT Refund						
211	Smart Export Guarantee			850.68			850.68
			279,811.12	£282,810.83		£149.69	2,850.02

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	5,461.14	10,600.00	10,900.00	-2,988.86
127	Attractions		2,000.00	1,243.05	8,000.00	8,550.50	-1,307.45
128	Toilets				348.00	7.00	341.00
129	First Aid				1,000.00	1,000.00	
130	Security				650.00	1,130.50	-480.50
154	Event License				50.00	20.00	30.00
165	Father Christmas, Elf and		1,500.00	1,046.32	2,000.00	1,477.70	68.62
190	Christmas Stall		350.00	440.00			90.00
191	Food Vendors		600.00	146.00			-454.00
193	Generator Hire			103.15	920.50	218.67	804.98
214	Advertising					549.03	-549.03
			12,600.00	£8,439.66	23,568.50	£23,853.40	-4,445.24

Kingsnorth Country Fayre

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
110	Fun Fair		5,799.00	8,407.34		500.00	2,108.34
111	Toilets				945.00	945.00	
112	First Aid				400.00	320.00	80.00
113	Wide Eyes Falconry Displ				450.00	450.00	
114	Security				450.00	528.00	-78.00
118	Contingency			178.74	1,599.00	1,206.94	570.80
181	Stall Payment			150.00		15.00	135.00
194	Food Vendors			904.90			904.90
196	Stall Commission			125.00			125.00
200	Dog Show Donation					274.00	-274.00
			5,799.00	£9,765.98	3,844.00	£4,238.94	3,572.04

Kingsnorth Green Spaces

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
89	Bulb Planting				500.00	431.66	68.34
91	Bird Feeders				500.00	416.67	83.33
102	Sunflower/Grow Your Own				300.00	24.66	275.34
178	Hilary's Way Repairs and I				30,000.00	109.35	29,890.65
195	Dog Waste Bags					416.70	-416.70
198	Footpath A Completion			226.00		3,959.00	-3,733.00

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 31/12/2024)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Cost Centre Name

£226.00 31,300.00 £5,358.04 26,167.96

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	348.23	901.77
41	Playing Fields				13,146.00	9,229.58	3,916.42
43	Playing Fields Playground				1,750.00	-68.01	1,818.01
44	Van Lease				7,351.80	5,536.41	1,815.39
45	Electric Vehicle Charging			5.42	500.00	55.00	450.42
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	3,184.00	1,592.00
49	Workshop Rates				1,500.00	866.94	633.06
50	Workshop Insurance						
51	Workshop Electric				150.00		150.00
52	Maintenance Mobile Phon				360.00	254.08	105.92
53	Maintenance Loose Tools				1,500.00	318.54	1,181.46
54	Maintenance Staff Training				3,000.00	2,070.67	929.33
55	MUGA				100.00	229.60	-129.60
60	Waste Collection				1,750.00	954.00	796.00
71	Clothing				250.00	276.48	-26.48
83	Van Repair						
104	Safety App				200.00		200.00
132	Mower/Tools Fuel				1,000.00	906.38	93.62
150	Defibrillator Parts						
151	Equipment Repairs						
155	Flag Pole Inspection				500.00	480.00	20.00
180	Village Green					62.46	-62.46
182	Mower Parts					517.02	-517.02
201	Workshop Items					8.99	-8.99
203	Maintenance Equipment					725.21	-725.21
205	Dog Waste Bags					276.00	-276.00
209	Van Items					570.83	-570.83
213	Flag Pole					168.00	-168.00
215	PAT Testing					344.86	-344.86
			£5.42		40,383.80	£28,720.85	11,668.37

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	285.00	63.00
186	Security				300.00	264.00	36.00
187	Film License				700.00	654.60	45.40
188	Event License				25.00		25.00
189	Contingency				337.30		337.30
192	Outdoor Cinema Sales		1,800.00	1,514.00			-286.00
197	Film DVD					5.99	-5.99
			1,800.00	£1,514.00	3,710.30	£2,904.59	519.71

Parish Book Stops

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
170	Parish Book Stops/Library				900.00	57.50	842.50
					900.00	£57.50	842.50

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 31/12/2024)

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Cost Centre Name

<u>Park Patrols</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>
169	Park Patrols				4,500.00		4,500.00
					4,500.00		4,500.00
<u>Pavilion</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>
56	Pavilion Gas			3,000.00	1,096.08		1,903.92
57	Pavilion Electricity			1,000.00	1,777.70		-777.70
58	Pavilion Water			500.00	376.63		123.37
59	Pavilion Fire Safety & Sec			1,500.00	998.22		501.78
61	Pavilion Cleaning			3,500.00	3,272.55		227.45
70	Pavilion Maintenance			2,500.00	480.77		2,019.23
207	Supplies				434.98		-434.98
				12,000.00	£8,436.93		3,563.07
<u>Pavilion, Play Area and Playing Fields</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>
179	Pavilion, Play Area and Pli			15,000.00	5.81		14,994.19
				15,000.00	£5.81		14,994.19
<u>Reusable Nappy Scheme</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>
85	Trial Real Nappies Loan S			500.00			500.00
				500.00			500.00
<u>Salaries</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>
				130,000.00	£88,746.88		41,253.12
<u>Section 137</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>
18	Section 137				145.92		-145.92
80	Community Grants Fund			10,000.00	2,855.00		7,145.00
212	Christmas Light Applicatioi				79.17		-79.17
				10,000.00	£3,080.09		6,919.91
<u>Subscriptions</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>
38	Subscriptions			2,000.00	2,122.00		-122.00
				2,000.00	£2,122.00		-122.00
NET TOTAL			314,010.12	£321,043.51	375,358.47	£202,485.11	179,906.75

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

PAYMENTS LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
	Salaries	16/12/2024 - 20/12/2024				Confidential			9,027.26		9,027.26
385	Section 137	02/12/2024		Metro Bank Current ;		Muga maintenance & Xmas dec	B&Q	S	20.42	4.08	24.50
384	Pavilion Gas	02/12/2024		Metro Bank Current ;		Pavilion gas	SSE	X	175.91		175.91
385	MUGA	02/12/2024		Metro Bank Current ;		Muga maintenance & Xmas dec	B&Q	S	15.53	3.11	18.64
385	MUGA	02/12/2024		Metro Bank Current ;		Muga maintenance & Xmas dec	B&Q	S	14.17	2.83	17.00
385	MUGA	02/12/2024		Metro Bank Current ;		Muga maintenance & Xmas dec	B&Q	S	11.64	2.33	13.97
385	MUGA	02/12/2024		Metro Bank Current ;		Muga maintenance & Xmas dec	B&Q	S	14.94	2.99	17.93
386	Waste Collection	02/12/2024		Metro Bank Current ;		Waste Collection	Trident Waste Managemen	S	88.00	17.60	105.60
396	Workshop Rates	02/12/2024		NW Current 4779311		Workshop Business Rates	Ashford Borough Council	X	82.00		82.00
385	Pavilion, Play Area and Playing	02/12/2024		Metro Bank Current ;		Muga maintenance & Xmas dec	B&Q	S	5.81	1.16	6.97
387	Advertising	03/12/2024		Metro Bank Current ;		Winter Wonderland Meta Ads	META	X	25.00		25.00
388	Advertising	03/12/2024		Metro Bank Current ;		Winter Wonderland Eventbrite	Eventbrite	X	37.89		37.89
389	PAT Testing	03/12/2024		Metro Bank Current ;		PAT testing	Kingsnorth Electrical	S	344.86	68.97	413.83
390	Mower/Tools Fuel	03/12/2024		Metro Bank Current ;		lawn mower maintenance	Lister Wilder	S	26.99	5.40	32.39
392	Computer Support and Maintainer	04/12/2024		Metro Bank Current ;		New Laptop Cable	Amazon	S	9.19	1.84	11.03
391	Advertising	04/12/2024		Metro Bank Current ;		Winter Wonderland Meta Ads	META	X	25.00		25.00
393	Section 137	05/12/2024		Metro Bank Current ;		Cafe Milk, Xmas Lights & Office	Tesco	X	30.00		30.00
393	Section 137	05/12/2024		Metro Bank Current ;		Cafe Milk, Xmas Lights & Office	Tesco	X	25.50		25.50
393	Office Supplies, Postage & Adn	05/12/2024		Metro Bank Current ;		Cafe Milk, Xmas Lights & Office	Tesco	X	3.80		3.80
397	Pavilion Cleaning	05/12/2024		Metro Bank Current ;		cleaning	EJP Cleaning Services	X	263.50		263.50
401	Christmas Lights/Decorations	05/12/2024		NW Current 4779311		Christmas Lights batteries	P Le Rossignol	X	26.07		26.07
393	Café Supplies (Milk/Cream Etc.	05/12/2024		Metro Bank Current ;		Cafe Milk, Xmas Lights & Office	Tesco	X	2.90		2.90
394	Café Supplies (Food/Cake)	05/12/2024		Metro Bank Current ;		Cafe Drinks/Sweets/Etc...	Landsell	X	190.53		190.53
395	Advertising	05/12/2024		Metro Bank Current ;		Winter Wonderland Meta Ads	META	X	28.00		28.00
398	Advertising	06/12/2024		Metro Bank Current ;		Winter Wonderland Meta Ads	META	X	31.00		31.00
399	Office Supplies, Postage & Adn	09/12/2024		Metro Bank Current ;		New Printer Cartridge	Amazon	S	62.41	12.48	74.89
403	Telephone and Broadband	09/12/2024		Metro Bank Current ;		Telephone	BT	S	69.85	13.97	83.82
400	Christmas Lights/Decorations	09/12/2024		Metro Bank Current ;		Christmas Lights for Parish	PSR Lighting and SignsLi	S	375.00	75.00	450.00
410	Van Lease	09/12/2024		NW Current 4779311		Van rental	Leaseplan	S	613.79	122.76	736.55
405	Zoom	10/12/2024		Metro Bank Current ;		Zoom fee	Zoom	X	15.59		15.59
404	Advertising	10/12/2024		Metro Bank Current ;		Winter Wonderland Meta Ads	META	X	35.00		35.00
406	Advertising	11/12/2024		Metro Bank Current ;		Winter Wonderland Meta Ads	META	X	39.00		39.00
411	Ice Rink (2 day Hire)	11/12/2024		NW Current 4779311		Ice Rink Hire Final Payment	ICE QUEEN	S	8,175.00	1,635.00	9,810.00
407	HR Support	12/12/2024		Metro Bank Current ;		HR Support	Outset UK	S	160.00	32.00	192.00

Created by  Scribe

PAYMENTS LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
408	Office Supplies, Postage & Adn	12/12/2024		Metro Bank Current ;		Cafe Volunteers Christmas Treat	Tesco	X	9.00		9.00
409	Volunteer Lunch	12/12/2024		Metro Bank Current ;		Cafe Christmas Lunch	Trattoria Romania	X	193.60		193.60
414	Office Supplies, Postage & Adn	13/12/2024		Metro Bank Current ;		Business cards	VistaPrint	S	15.41	3.08	18.49
413	Mower/Tools Fuel	13/12/2024		Metro Bank Current ;		Van fuel	Fuel Genie	S	46.92	9.38	56.30
415	E-mail	17/12/2024		Metro Bank Current ;		E-mail Addresses	Microsoft	S	73.50	14.70	88.20
419	Councillor/Chairman's Allowanc	18/12/2024		Metro Bank Current ;		Printing for maps and signs	Ashford Borough Council	S	37.50	7.50	45.00
416	Father Christmas, Elf and Press	18/12/2024		Metro Bank Current ;		Winter Wonderland Presents W	Amazon	X	4.73		4.73
417	Father Christmas, Elf and Press	18/12/2024		Metro Bank Current ;		Winter Wonderland Presents Gi	The Paper Bag Store	S	47.46	9.49	56.95
418	Advertising	18/12/2024		Metro Bank Current ;		Winter Wonderland Meta Ads	META	X	43.00		43.00
428	Pavilion Hire	19/12/2024		Metro Bank Current ;		Shredding for ACRE	Shred-It	X	149.69		149.69
421	Christmas Light Application Fee	19/12/2024		Metro Bank Current ;		Christmas Light Installation	Kent County Council	S	79.17	15.83	95.00
421	Christmas Light Application Fee	19/12/2024		Metro Bank Current ;		Christmas Light Installation	Kent County Council	X		134.00	134.00
420	Father Christmas, Elf and Press	19/12/2024		Metro Bank Current ;		Father Christmas Presents	CutPriceWholesaler	X	115.09		115.09
422	Café Supplies (Food/Cake)	19/12/2024		Metro Bank Current ;		Mince Pies for Coffee Morning	Tesco	X	7.50		7.50
429	Attractions	19/12/2024		Metro Bank Current ;		Winter Wonderland Float	Cash	X	500.00		500.00
431	Advertising	20/12/2024		Metro Bank Current ;		Winter Wonderland Banners	Vinyl Banners Printing	X	11.99		11.99
432	Maintenance Equipment	20/12/2024		Metro Bank Current ;		Wind Speed Reader	guangzhouzhongguoqi	X	29.99		29.99
433	Advertising	20/12/2024		Metro Bank Current ;		Winter Wonderland Banners	Vinyl Banners Printing	X	97.21		97.21
434	Parish Office - Mobile Phone	23/12/2024		Metro Bank Current ;		Staff Mobile Phones	EE	S	14.57	2.91	17.48
427	Pavilion Electricity	23/12/2024		NW Current 4779311		Pavilion electricity	SSE	X	723.19		723.19
434	Maintenance Mobile Phones	23/12/2024		Metro Bank Current ;		Staff Mobile Phones	EE	S	29.12	5.82	34.94
441	Pavilion Electricity	23/12/2024		NW Current 4779311		Pavilion electricity	SSE	X			
435	Father Christmas, Elf and Press	23/12/2024		Metro Bank Current ;		Volunteer Gift Card - Elfs	Sainsburys	X	150.00		150.00
436	Father Christmas, Elf and Press	23/12/2024		Metro Bank Current ;		Volunteer Gift Card - Elfs	Tesco	X	150.00		150.00
436	Footpath A Completion	23/12/2024		Metro Bank Current ;		Volunteer Gift Card - Elfs	Tesco	X	9.00		9.00
437	Father Christmas, Elf and Press	23/12/2024		Metro Bank Current ;		Father Christmas Booking	David Turner	X	524.20		524.20
438	Country Fayre First Aid Deposit	23/12/2024		Metro Bank Current ;		First Aid Cover	DRW Emergency Services I	X	200.00		200.00
439	First Aid	23/12/2024		Metro Bank Current ;		First Aid Cover	DRW Emergency Services I	X	800.00		800.00
440	Security	23/12/2024		Metro Bank Current ;		Christmas Event Security	SXL Security	X	1,130.50		1,130.50
443	Attractions	24/12/2024		Metro Bank Current ;		Testing iZettle payments on ph	iZettle - test	X	1.00		1.00
444	Attractions	24/12/2024		Metro Bank Current ;		Testing iZettle payments on ph	iZettle - test	X	1.00		1.00
445	Attractions	24/12/2024		Metro Bank Current ;		Batteries for Winter Wonderlan	Tesco	X	8.50		8.50
445	Toilets	24/12/2024		Metro Bank Current ;		Batteries for Winter Wonderlan	Tesco	X	7.00		7.00
446	Payroll	30/12/2024		Metro Bank Current ;		Payroll	Accounts Unlocked	S	30.00	6.00	36.00
442	Bank Charges	31/12/2024		NW Current 4779311		Bank charges	Natwest	X	10.00		10.00

Created by  Scribe

RECEIPTS LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
194	Cafe Takings	02/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	113.20		113.20
195	Father Christmas, Elf and Pres	02/12/2024		Metro Bank Current :		Father Christmas Booking	Stripe Payments UK	X	612.45		612.45
196	Cafe Takings	03/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	142.39		142.39
197	Cafe Takings	05/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	62.23		62.23
199	Café Supplies (Food/Cake)	05/12/2024		Metro Bank Current :		Brakes Cashback Payment	Brakes	X	20.00		20.00
198	Advertising	05/12/2024		Metro Bank Current :		Error	META	X			
201	Pavilion Hire	05/12/2024		NW Current 4779311		Pavilion Hire	2nd Kingsnorth (Park Farm	X	157.50		157.50
200	Office Supplies, Postage & Adm	05/12/2024		Metro Bank Current :		Error	Tesco	X			
202	Cafe Takings	09/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	94.90		94.90
205	Father Christmas, Elf and Pres	09/12/2024		NW Current 4779311		Father Christmas Booking	Parishoner	X			
203	Cafe Takings	10/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	104.41		104.41
204	Cafe Takings	12/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	107.77		107.77
206	Father Christmas, Elf and Pres	12/12/2024		NW Current 4779311		Santa Visit - Saturday 21st Dec	Sarah Evans	X	10.00		10.00
207	Cafe Takings	16/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	156.57		156.57
208	Cafe Takings	17/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	119.84		119.84
209	Cafe Takings	18/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	48.44		48.44
211	Pavilion Hire	20/12/2024		NW Current 4779311		Storage of Files and Use of Pav	ACRE	X	150.00		150.00
210	Father Christmas, Elf and Pres	20/12/2024		NW Current 4779311		Santa Visit - Saturday 21st Dec	Sarah Evans	X	10.00		10.00
212	Christmas Stall	20/12/2024		Metro Bank Current :		Kingsnorth Winter Wonderland	Parishoner	X	20.00		20.00
213	Cafe Takings	23/12/2024		Metro Bank Current :		Cafe takings	Paypal	X	86.55		86.55
214	Attractions	23/12/2024		Metro Bank Current :		Winter Wonderland Income	Cash	X	1,183.05		1,183.05
215	Food Vendors	23/12/2024		Metro Bank Current :		Commission from Waffle Stall	Precious Moments Parties	X	85.00		85.00
217	Food Vendors	23/12/2024		Metro Bank Current :		Comission from Donut Stall	Go Nuts For Donuts	X	61.00		61.00
218	Father Christmas, Elf and Pres	24/12/2024		Metro Bank Current :		Father Christmas Booking Inco	Stripe Payments UK	X	200.00		200.00
216	Smart Export Guarantee	27/12/2024		NW Current 4779311		Smart Export Guarantee Paym	Scottish Power	X	58.08		58.08
219	Generator Hire	30/12/2024		Metro Bank Current :		Generator Deposit Refund	HSS ProService Limited	X	103.15		103.15
220	Ice Rink (2 day Hire)	31/12/2024		Metro Bank Current :		Winter Wonderland Income	Eventbrite	X	5,087.14		5,087.14
221	Ice Rink (2 day Hire)	31/12/2024		Metro Bank Current :		Winter Wonderland Income	Eventbrite	X	246.50		246.50
222	Ice Rink (2 day Hire)	31/12/2024		Metro Bank Current :		Winter Wonderland Income	Eventbrite	X	127.50		127.50
220	Attractions	31/12/2024		Metro Bank Current :		Winter Wonderland Income	Eventbrite	X	60.00		60.00
223	Interest	31/12/2024		Nationwide Building :		Nationwide Interest	Nationwide Building Societ	X	258.30		258.30
224	Interest	31/12/2024		NW SIBA 47793120		Natwest Interest	Natwest	X	279.68		279.68
225	Interest	31/12/2024		NW Reserve 4779331		Natwest Interest	Natwest	X	0.02		0.02

Created by Scribe

1 of 2

Kingsnorth Parish Council

2 January 2025 (2024-2025)

RECEIPTS LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
226	Interest	31/12/2024		Metro Bank Reserve		Metro Bank - Interest	Metro Bank	X	88.01		88.01
									Total	9,853.68	9,853.68

Kingsnorth Parish Council

2 January 2025 (2024-2025)

PAYMENTS LIST

This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	
									Total	25,321.39	2,210.23	27,531.62

The Finance report was received and noted by all Councillors.

- b. To review invoices and consider authorising payments.
- Cllr. Wedgbury proposed that invoices be authorised for payment.
Cllr. Cosgrove seconded the motion.

PROPOSED BY CLLR. WEDGBURY
ALL THOSE IN FAVOUR - 7
Motion moved.

SECONDED BY CLLR. COSGROVE
ALL THOSE AGAINST - 0

ABSTENTIONS - 0

7. Planning Matters

- a. To consider all planning applications received.

Application Number: PA/2024/2183

Address: The Homelands, Ashford Road, Kingsnorth, TN26 1NJ

Proposal: Lawful Development Certificate - Proposed - upgrade/replace the existing bulbs on floodlights with LED versions.

Ward: Kingsnorth Village & Bridgefield

Planning application link: https://ashfordboroughcouncil.my.site.com/pr/s/planning-application/a0hTw000000uolHIAY/pa20242183?c_r=Arcus_BE_Public_Register

Comments: Noted.

- b. To note decisions.

Councillors noted the planning decisions document sent to them with the agenda.

- c. To consider any appeals and Enforcement Matters
 - i. Court Lodge Appeal.

Councillors noted that the appeal will be going to the inspector.

Cllr. Giles left the meeting as she is a member of the planning committee for Ashford Borough Council.

Cllr. Ransley suggested the Parish Council work on an updated comment during the meeting to be held on 11th February in preparation for the Planning meeting on 19th February.

Councillors discussed this further and decided it would be easier to draft a comment in an extraordinary meeting. Councillors agreed on Thursday 13th February. The Parish manager advised that he would not be available on that day due to other commitments.

- d. Any other planning matters and authorise any further action.

8. 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.

Cllr. Breese reported that MP Katie Lamb had written a letter of thanks following a meeting with Parish Councillors. The Parish Manager followed the letter up by inviting MP Katie Lamb to attend the Kingsnorth Parish Country Fayre to which she has accepted.

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

9. Parish Staff Reports.

- a. Parish Manager December report.

The Parish Manager report was circulated to all Councillors prior to the meeting.

The report was noted by Councillors.

The Parish Manager added the following updates:

- Received 7 new fruit trees from Aspire which will be planted in the Parish Orchard.
- Advertising for a part-time maintenance assistant has now closed.
- Parish Manager and Cllr. Cosgrove met with the contactor for footpath A.
- Parish Manager and Cllr. Hicks will be carrying out staff appraisals in the coming weeks.

10. 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.

Borough Councillor Reports.

Cllr. Giles provided her update during 'Verbal reports from external parties' earlier in the agenda.

Parish Councillor Reports.

No reports from Councillors.

11. Parish Action Sheet

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

- a. To action sheet (see appendix A) and authorise further action.

Meet with MP's – Action now completed.

Highways Improvement Plans – Look to revisit/revise plans by May. Cllr. Cosgrove asked all Councillors to email the Parish Manager so the Parish Council can collate central register.

- b. To assign individuals or groups of individuals for development / progressing items and to working groups.

Project	Specific Projects	Councillors Responsible	Current Progress	Next Steps
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 and Cllr. Cosgrove met with KCC about the current highways improvement plan (HIP). Outlined the key areas which included parking around the Stubbs Cross Post Office, Issues at Smithfield's Crossroads Junction and parking issues on junctions.	Parish Manager has asked for Councillors input to identify any junctions within their wards with parking issues so that we can put in requests for double yellow lines as one.
	Speed watch		Volunteer recruitment started and a few have come forward.	Arrange training for new volunteers when we have enough.
	Parish Council Business Plan		Initial Consultation newsletter is being developed ahead of being sent out to residents.	Final newsletter to be sent out.
	Kingsnorth Parish Community Resilience Plan		Parish Manager is currently working on this in partnership with Ashford Borough Council Officers.	Draft of plan to be presented in February Parish Council Meeting.
	Meeting with current members of parliament covering Ashford and Weald of Kent		Meeting with Sojan Joseph held on Friday 15 th December 2024. Meeting with Katie Lamb MP held on as Friday 6 th December.	Delete from action sheet.
	Water Management	Cllr. Clarke	Comment submitted regarding Kingsnorth Green WWTW permit application.	Agree stance and comments for future comments on permit applications

- 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*).

Not required.

12. The next or future agenda(s)

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

Cllr. Breese suggested that Signage be added.

Cllr. Ransley suggested Parish Bank Accounts be added.

Courtldge Appeal agree who is going to

13. Date of Next Meeting

Tuesday 11th February 2025

An Extraordinary meeting will be held on Thursday 13th February 2025

As there was no further business to be discussed the Cllr. Breese closed the meeting at 8.45pm

Signature: _____

Date: _____