



KINGSNORTH PARISH COUNCIL
Approved Minutes of the Meeting of Kingsnorth Parish Council
Held on Tuesday 10th February 2026.
Kingsnorth Pavilion 7.00pm

1. To note those, present and receive apologies.

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

Also, present: Peter Le Rossignol (Parish Manager), Marie Russell (Community Engagement and Events Officer), Peter New (Neighbourhood Watch), Cllr. Hallett (ABC Councillor), and Mr Bill Barrett (KCC Member). There were no members of the public present at the meeting.

Apologies received:

Cllr. Giles.

2. To receive declarations of interest.

Cllr. Ransley informed Councillors that he has an open challenge to a decision in the high court with Ashford Borough Council.

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.

None.

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. KCC Councillor's Report.

Mr. Barrett reported on the following:

- Potholes on top of the speed humps on Park Farm which he is addressing.
- Contacted by a resident of Myrtle Court regarding ditch-ways and run-offs. Mr. Barrett has taken this issue up with ABC to get a full investigation underway and asked KCC Highways to clear the drain opposite where the pipe comes out.
- KCC budgets – reserves are now floating somewhere between 3% and 5%, a safe margin would be 5% - 10%

Cllr. Clarke raised a large pothole in Pound Lane – Mr. Barrett responded that he will be looking at potholes in the area tomorrow so will take a look.

Cllr. McGeever asked Mr. Barrett if he could also have a drive down Ashford Road to look at a pothole by the cricket club.

Mr. Barrett encouraged Councillors to report potholes when they can.

Cllr. Hicks has emailed Mr. Barrett regarding flooding at the Forge Garage at the bottom of Church Hill.

Mr. Barrett is going to follow up on Cllr. Hicks's email.

Cllr. Cosgrove asked what KCC are doing about the closure of the tip and enquired if there will be an alternative.

Mr. Barrett responded that there have been very poor communications over the tip. He has sent emails but has not yet received a response.

b. Ashford Borough Councillors' Reports.

Cllr. Hallett, Washford was present at the meeting and reported on the following:

- Ditches around Washford Farm – The west side is flowing quite well, the east side is not flowing well but is not very full.
- Cuckoo Woods – lots of standing water.
- Allotments – will be attending a meeting with the Ashford Allotment Society after his report at this evening's meeting.

Cllr. Townend, Park Farm North – Cllr. Townend was not present at the meeting. No report received.

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

Cllr. Giles, Park Farm South – Cllr. Giles submitted her apologies prior to the meeting. No report.

Cllr. Hayward, Roman Ward – Cllr. Hayward submitted her apologies prior to the meeting. No report.

c. Neighbourhood Watch Update.

Peter New (Neighbourhood Watch) presented his report to Councillors. Peter's report had been circulated to all Councillors prior to the meeting.

Cllr. Hicks raised carport / garage security.

d. Kent Police Update.

None.

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 Tuesday 13th January 2026.

PROPOSED BY CLLR. RANSLEY

SECONDED BY CLLR. COSGROVE

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

4. Parish community grant applications.

a. To review community grant applications submitted in November / December 2025.

None received.

5. Local Government Reorganisation (LGR).

a. Any verbal updates on Local Government Reorganisation.

Councillors will respond individually to the consultation.

6. To review proposal for changes to Staff Pensions and Provide Medical Cash Plan.

The proposal document for changes to Staff Pensions was circulated to all Councillors prior to the meeting.

Cllr. Cosgrove proposed option 3.

Cllr. Hicks seconded the motion.

PROPOSED BY CLLR. COSGROVE

SECONDED BY CLLR. HICKS

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

7. Events Working Group update – Summer Cycle Event.

A report had been circulated to all Councillors prior to the meeting.

Mr. Barrett offered to contribute towards the costs of the event and asked Parish Staff to contact him in April to discuss further.

Recommendation

That the Parish Council:

1. Approves the Summer Cycle Event in principle, including the BMX stunt show and pump track hire.
2. Delegates authority to the Parish Manager and Community Engagement and Events Officer, in liaisons with members of the Events Working Group, to progress delivery of the event. This delegation to include finalising operational arrangements, promotion and ticket sales, partnership working, and entering into any necessary agreements, within the approved events budget.

Cllr. Hicks proposed the recommendations.

Cllr. Wedgbury seconded the motion.

PROPOSED BY CLLR. HICKS

SECONDED BY CLLR. WEDGBURY

ALL THOSE IN FAVOUR - 5

ALL THOSE AGAINST - 0

ABSTENTIONS - 2

Motion moved.

8. To review proposal to purchase up to three new defibrillators.

Recommendation

It is recommended that Kingsnorth Parish Council approves the purchase of up to three replacement defibrillators to replace the older units that are now discontinued and no longer fully supported by the manufacturer. This will ensure that all publicly accessible defibrillators within the parish remain reliable, serviceable, and compliant with current standards, The expenditure is to be met from the appropriate budget heading, subject to confirmation of final costs and specifications.

Cllr. Wedgbury proposed the recommendation.

Cllr. Cosgrove seconded the motion.

PROPOSED BY CLLR. WEDGBURY

SECONDED BY CLLR. COSGROVE

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

9. To review proposal to appoint a new internal auditor for 2025/26.

Recommendation

That the Parish Council:

1. Approves the appointment of Local Council Consultancy (LCC) as Internal Auditor for the 2025/26 financial year.
2. Delegation is given to the Parish Manager to sign the Terms and Conditions to enable the internal audit to commence.

Action: Parish Manager to work up an annual compliance report.

Cllr. Ransley proposed the recommendations.

PROPOSED BY CLLR. RANSLEY

SECONDED BY CLLR. MCGEEVER

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

10. Financial Matters.

- a. To receive the January Finance Report documents

The Parish Manager presented the Finance report and responded to questions from Councillors.

The Finance report was received and noted by all Councillors.

Kingsnorth Parish Council

Prepared by: Ruth Hill
Name and Role (Clerk/RFO etc)

Date: 02/02/2025

Approved by: Peter Le Rossignol
Name and Role (RFO/Chair of Finance etc)

Date: 02/02/2026

	Bank Reconciliation at 31/01/2026		
	Cash in Hand 01/04/2025		383,437.57
	ADD		
	Receipts 01/04/2025 - 31/01/2026		344,082.09
			727,519.66
	SUBTRACT		
	Payments 01/04/2025 - 31/01/2026		234,843.99
A	Cash in Hand 31/01/2026 (per Cash Book)		492,675.67
	Cash in hand per Bank Statements		
	Petty Cash	31/01/2026	0.00
	Metro Bank Current a/c	31/01/2026	6,305.87
	Metro Bank Reserve a/c	31/01/2026	115,421.81
	NW Reserve 47793368	31/01/2026	0.00
	NW SIBA 47793120	31/01/2026	162,535.84
	NW Current 47793112	31/01/2026	100.00
	Nationwide Building Society	31/01/2026	206,129.14
	Soldo Expense Wallet	31/01/2026	1,500.00
	Soldo Office Expenses	31/01/2026	284.22
	Soldo Community Cafe	31/01/2026	398.79
			492,675.67
	Less unrepresented payments		
			492,675.67
	Plus unrepresented receipts		
B	Adjusted Bank Balance		492,675.67
	A = B Checks out OK		

Kingsnorth Parish Council

Net Position by Cost Centre and Code (Between 01/04/2025 and 31/01/2026) - All Cost Centres and Codes

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

Admin/Finance Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
5 Interest		7,795.00	8,178.81			383.81
21 Payroll				360.00	300.00	60.00
22 HR Support				1,920.00	1,708.00	212.00
23 Staff Training				1,500.00	776.00	724.00
24 Councillor Training				750.00	445.00	305.00
25 Councillor/Chairman's Allo				750.00		750.00
26 Bank Charges				100.00	596.72	-496.72
27 Audit Fees				1,200.00	880.00	320.00
29 Insurance				2,850.00	2,835.23	14.77
30 Office Supplies, Postage &			17.60	950.00	406.23	561.37
31 Telephone and Broadband				1,000.00	736.18	263.82
32 Photocopier and Printer				1,250.00	885.99	364.01
33 Computer Support and Ma			25.47	2,000.00	3,512.90	-1,487.43
34 Account Software				1,140.00	1,370.40	-230.40
35 Online HR Platform				175.00		175.00
37 Parish Office - Mobile Pho			297.00	185.00	520.50	-38.50
38 Subscriptions				2,000.00	2,325.00	-325.00
157 Canva				99.99	99.99	
158 Monkey Survey				350.00	310.00	40.00
159 Land Registry Documents				50.00	28.00	22.00
160 Royal British Legion				35.00	20.41	14.59
161 ICO Payment				35.00	47.00	-12.00
184 Staff Clothing				250.00	196.12	53.88
224 Other Income	4,000.00					-4,000.00
231 Scribe Bookings				1,000.00	345.60	654.40
232 Maintain X Software				2,000.00	1,549.10	450.90
233 Soldo Expenses					10.00	-10.00
234 VAT Refund						
236 Parish Office - Business R				1,097.80	1,097.80	
239 Parish Online Map Softwa				360.00		360.00
244 Staff Recruitment					88.27	-88.27
		11,795.00	£8,518.88	23,407.79	£21,090.44	-958.77

Cafe Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
11 Cafe Takings		16,000.00	11,782.70			-4,217.30
63 Café Consumables (Cups)				400.00	349.09	50.91
66 Cafe Admin				300.00	12.06	287.94
72 Cafe Donations			49.00	550.00	300.00	299.00
162 Café Supplies (Milk/Crean)				750.00	277.01	472.99
163 Café Supplies (Food/Cake)			20.00	8,500.00	6,011.89	2,508.11
164 Café Coffee				400.00	295.00	105.00
208 Equipment				150.00	88.87	61.13
216 Volunteer Lunch					322.35	-322.35
		16,000.00	£11,851.70	11,050.00	£7,656.27	-754.57

Capital Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
96 Christmas Lights/Decorati				3,520.00	38.47	3,481.53
171 Parish Signage			880.00		2,290.49	-1,410.49
			£880.00	3,520.00	£2,328.96	2,071.04

Communications Code Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
		Budget	Actual	Budget	Actual	Budget
19 E-mail				1,600.00	609.26	990.74
20 Website				35.00	105.10	-70.10
94 Precept Letter				550.00		550.00
156 Zoom				200.00	140.31	59.69
				2,385.00	£854.67	1,530.33

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

Kingsnorth Parish Council

Net Position by Cost Centre and Code (Between 01/04/2025 and 31/01/2026) - All Cost Centres and Codes

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

Events		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
110	Country Fayre Fun Fair		9,500.00	7,040.07		500.00	-2,959.93
111	Country Fayre Toilets				1,000.00	945.00	55.00
112	Country Fayre First Aid				500.00		500.00
113	Country Fayre - Wide Eye				500.00		500.00
114	Country Fayre Security				1,250.00	1,077.78	172.22
118	Country Fayre Items			481.50	2,000.00	1,706.78	774.72
152	Country Fayre Rides Depc				16,570.00	6,635.00	9,935.00
181	Country Fayre Stall Paym	600.00		545.00			-55.00
194	Country Fayre Food Vendi	1,200.00		925.43			-274.57
196	Country Fayre Stall Comr			76.00			76.00
200	Country Fayre Dog Show					273.00	-273.00
207	Country Fayre Event Insur					560.00	-560.00
222	Kingsnorth Winter Event Ir	6,000.00		3,777.41	12,000.00	6,837.79	2,939.62
223	Circus Event - Income anc	2,505.00		2,882.83	3,114.00	2,905.67	586.16
243	Country Fayre 2026 - Insu					560.00	-560.00
247	Country Fayre Stall Paym						
			19,805.00	£15,728.24	36,934.00	£22,001.02	10,856.22

Kingsnorth Green Spaces

Kingsnorth Green Spaces		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
89	Bulb Planting				500.00	450.47	49.53
91	Bird Feeders				500.00	500.00	
102	Grow Your Own				211.00		211.00
237	Hilarys Way Repairs				8,564.00	8,564.07	-0.07
241	Footpath A					2,066.00	-2,066.00
					9,775.00	£11,580.54	-1,805.54

Maintenance

Maintenance		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
10	Maintenance	1,584.00	462.50		25.36		-1,146.86
40	Repairs			1,250.00	68.40		1,181.60
41	Playing Fields		2,006.00	8,000.00	8,986.06		1,019.94
43	Playing Fields Playground			1,750.00	237.95		1,512.05
44	Van Lease		1,116.73	7,351.80	6,663.23		1,805.30
45	Electric Vehicle Charging			500.00			500.00
46	Vehicle Tax			50.00			50.00
47	Maintenance Vehicle Insur			1,636.50	1,786.60		-150.10
48	Workshop Rent			4,776.00	3,980.00		796.00
49	Workshop Rates			1,500.00	1,723.58		-223.58
51	Workshop Electric			150.00			150.00
52	Maintenance Mobile Phon		198.00	360.00	534.20		23.80
53	Maintenance Loose Tools			1,500.00	561.91		938.09
54	Maintenance Staff Training			3,000.00			3,000.00
55	MUGA			100.00			100.00
60	Waste Collection			1,750.00	990.00		760.00
71	Clothing			250.00	188.38		61.62
132	Mower/Tools Fuel			1,000.00	548.93		451.07
155	Flag Pole Inspection			500.00	560.00		-60.00
203	General Maintenance			2,338.17	694.68		1,643.49
205	Dog Waste Bags			1,656.00	1,822.80		-166.80
215	PAT Testing			500.00	262.26		237.74
238	Village Hall Items				61.94		-61.94
246	Mower Maintenance / Part				90.00		-90.00
			1,584.00	£3,783.23	39,918.47	£29,786.28	12,331.42

Parish Business Plan

Parish Business Plan		Bal. B/Fwd.	Receipts		Payments		Current Balance
Code	Title		Budget	Actual	Budget	Actual	Budget
225	Public Consultation			10,000.00	6,402.79		3,597.21
226	Community - Central Park			15,000.00			15,000.00
227	Community - Entrance Pai			10,000.00			10,000.00
228	Environmental - Climate C			5,000.00			5,000.00
229	Planning			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 01/04/2025 and 31/01/2026) - All Cost Centres and Codes

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Cost Centre Name

55,000.00 £6,402.79 48,597.21

Pavilion / MUGA

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
6	Pavilion Hire		2,223.00	2,905.00			682.00
7	Pavilion Football		2,520.00	2,985.00		950.00	-485.00
8	MUGA - School Hire		1,500.00	1,500.00			
9	MUGA - Casual Hire		500.00	470.00			-30.00
56	Pavilion Gas				3,000.00	1,345.60	1,654.40
57	Pavilion Electricity				3,000.00	1,159.99	1,840.01
58	Pavilion Water				500.00	2,913.80	-2,413.80
59	Pavilion Fire Safety & Sec				1,500.00	1,012.79	487.21
61	Pavilion Cleaning				3,500.00	2,389.32	1,110.68
70	Pavilion Maintenance				2,500.00	974.53	1,525.47
211	Smart Export Guarantee		800.00	459.18			-340.82
235	Pavilion Business Rates				4,881.20	4,393.20	488.00
242	Pavilion - Consumables					212.10	-212.10
245	Pavilion - Sanitary Dispos:					815.42	-815.42
			7,543.00	£8,319.18	18,881.20	£16,166.75	3,490.63

Precept

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
1	Precept		264,047.52	264,047.52			
			264,047.52	£264,047.52			

Salaries

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
					115,850.04	£93,793.95	22,056.09

Section 137

Code	Title	Bal. B/Fwd.	Receipts		Payments		Current Balance
			Budget	Actual	Budget	Actual	Budget
18	Section 137					259.98	-259.98
80	Community Grants Fund				10,000.00	5,170.00	4,830.00
85	Trial Real Nappies Loan S				1,000.00	550.00	450.00
212	Christmas Light Applicatio				150.00	150.00	
230	Christmas Light Installatio				1,500.00	1,053.93	446.07
240	Christmas Light Electricity				1,250.00		1,250.00
					13,900.00	£7,183.91	6,716.09

NET TOTAL

320,774.52 £313,128.75 330,621.50 £218,845.58 104,130.15

Kingsnorth Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only (Between 01/04/2025 and 31/01/2026)

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2025/26 Budget Items			0.00 (N/A)			0.00 (N/A)	0.00
Admin/Finance	11,795.00	8,518.88	-3,276.12 (-27%)	23,407.79	21,090.44	2,317.35 (9%)	-958.77
Cafe	16,000.00	11,851.70	-4,148.30 (-25%)	11,050.00	7,656.27	3,393.73 (30%)	-754.57
Capital		880.00	880.00 (88000%)	3,520.00	2,328.96	1,191.04 (33%)	2,071.04
Communications			0.00 (N/A)	2,385.00	854.67	1,530.33 (64%)	1,530.33
Events	19,805.00	15,728.24	-4,076.76 (-20%)	36,934.00	22,001.02	14,932.98 (40%)	10,856.22
Kingsnorth Country Fayre			0.00 (N/A)			0.00 (N/A)	0.00
Kingsnorth Green Spaces			0.00 (N/A)	9,775.00	11,580.54	-1,805.54 (-18%)	-1,805.54
Maintenance	1,584.00	3,783.23	2,199.23 (138%)	39,918.47	29,786.28	10,132.19 (25%)	12,331.42
Outdoor Cinema			0.00 (N/A)			0.00 (N/A)	0.00
Parish Book Stops			0.00 (N/A)			0.00 (N/A)	0.00
Parish Business Plan			0.00 (N/A)	55,000.00	6,402.79	48,597.21 (88%)	48,597.21
Pavilion / MUGA	7,543.00	8,319.18	776.18 (10%)	18,881.20	16,166.75	2,714.45 (14%)	3,490.63
Pavilion, Play Area and Playing Field			0.00 (N/A)			0.00 (N/A)	0.00
Precept	264,047.52	264,047.52	0.00 (N/A)			0.00 (N/A)	0.00
Reusable Nappy Scheme			0.00 (N/A)			0.00 (N/A)	0.00
Salaries			0.00 (N/A)	115,850.04	93,793.95	22,056.09 (19%)	22,056.09
Section 137			0.00 (N/A)	13,900.00	7,183.91	6,716.09 (48%)	6,716.09
Subscriptions			0.00 (N/A)			0.00 (N/A)	0.00
NET TOTAL	320,774.52	313,128.75	-7,645.77 (-2%)	330,621.50	218,845.58	111,775.92 (33%)	104,130.15
Total for ALL Cost Centres		313,128.75			218,845.58		
V.A.T.		30,953.34			15,998.41		
GROSS TOTAL		344,082.09			234,843.99		

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	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
			Salaries			Confidential			9,380.44		9,380.44
506	Workshop Rates	02/01/2026	16/01/2026 - 26/01/2026	NW Current 4779311		Workshop Business Rates	Ashford Borough Council	X	192.00		192.00
508	Telephone and Broadband	02/01/2026		Metro Bank Current ;		Telephone	BT	S	68.04	13.61	81.65
510	Van Lease	02/01/2026		Metro Bank Current ;		Van rental	LEX Autolease	S	387.58	77.52	465.10
507	Parish Office - Business Rates	02/01/2026		NW Current 4779311		Parish Office Business Rates	Ashford Borough Council	X	110.00		110.00
509	Scribe Bookings	02/01/2026		Metro Bank Current ;		Scribe Bookings monthly fee	Scribe Accounts	X	57.60		57.60
505	Pavilion Business Rates	02/01/2026		NW Current 4779311		Pavilion Business Rates	Ashford Borough Council	X	488.00		488.00
512	Office Supplies, Postage & Adn	06/01/2026		Metro Bank Current ;		Cabinet for office	Ikea	S	34.17	6.83	41.00
511	Parish Office - Mobile Phone	06/01/2026		Metro Bank Current ;		Staff Mobile Phones	Vodafone	S	91.50	18.30	109.80
511	Maintenance Mobile Phones	06/01/2026		Metro Bank Current ;		Staff Mobile Phones	Vodafone	S	61.00	12.20	73.20
513	Workshop Rent	06/01/2026		NW Current 4779311		Workshop lease	Van & Car	Z	398.00		398.00
554	Bank Charges	07/01/2026		Soldo Expense Walle		Soldo Subscription Fee	Soldo Financial Services Lt	X	25.20		25.20
516	Café Supplies (Food/Cake)	07/01/2026		Soldo Community Ca		Brakes Order	Brakes	X	436.98		436.98
517	Café Supplies (Milk/Cream Etc.	07/01/2026		Soldo Community Ca		Cafe Milk	Sainsburys	X	10.80		10.80
515	Subscriptions	09/01/2026		Soldo Office Expense		SLCC Membership	SLCC	X	3.00		3.00
514	Dog Waste Bags	09/01/2026		Soldo Office Expense		dog waste bags	Eco Green Communities	S	209.70	41.94	251.64
518	HR Support	12/01/2026		Metro Bank Current ;		HR Support	Outset UK	S	160.00	32.00	192.00
519	Café Consumables (Cups Etc..)	12/01/2026		Soldo Community Ca		Café Cups	Catering24 Ltd	S	95.65	19.13	114.78
530	Office Supplies, Postage & Adn	14/01/2026		Soldo Office Expense		Kettle	Tesco	X	14.50		14.50
532	Café Supplies (Milk/Cream Etc.	14/01/2026		Soldo Community Ca		Café Milk/Cream/Ice Cream	Tesco	X	8.91		8.91
520	E-mail	15/01/2026		Metro Bank Current ;		E-mail Addresses	Microsoft	S	41.40	8.28	49.68
531	Councillor Training	15/01/2026		Soldo Office Expense		KALC -Course	KALC	S	50.00	10.00	60.00
527	Community Grants Fund	16/01/2026		Metro Bank Current ;		Community Grant	Ashford Town Cricket Club	X	1,214.00		1,214.00
522	Christmas Light Installation/Re	16/01/2026		Metro Bank Current ;		Street Light Load Testing	Kent County Council	S	160.00	32.00	192.00
521	Waste Collection	16/01/2026		Metro Bank Current ;		Waste Collection	Trident Waste Managemen	S	110.00	22.00	132.00
524	Playing Fields Playgrounds	16/01/2026		Metro Bank Current ;		Playground inspection	Playground Inspection Co	S	237.95	47.59	285.54
523	Pavilion Cleaning	16/01/2026		Metro Bank Current ;		cleaning	Michelle Hume	X	231.00		231.00
529	Pavilion Water	16/01/2026		Metro Bank Current ;		Pumping Station Repair	B N Pumps Limited	S	2,211.00	442.20	2,653.20
525	PAT Testing	16/01/2026		Metro Bank Current ;		PAT testing	Kingsnorth Electrical	S	262.26	52.45	314.71
526	Kingsnorth Winter Event Incorr	16/01/2026		Metro Bank Current ;		Toilet Hire	Express Toilets	S	410.00	82.00	492.00
537	Office Supplies, Postage & Adn	20/01/2026		Soldo Office Expense		Office white board & supplies	Viking Supplies	S	35.54	7.11	42.65
533	Pavilion Electricity	20/01/2026		Metro Bank Current ;		Pavilion electricity	EDF Energy	X	180.70		180.70
538	Pavilion Maintenance	21/01/2026		Soldo Office Expense		Door Handle replacement	Tradepoint	S	41.07	8.22	49.29
538	Pavilion Maintenance	21/01/2026		Soldo Office Expense		Door Handle replacement	Tradepoint	S	24.17	4.83	29.00

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PAYMENTS LIST

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Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
539	Office Supplies, Postage & Adn	22/01/2026		Soldo Office Expense		Office white board & supplies	Viking Supplies	S	21.28	4.26	25.54
540	Office Supplies, Postage & Adn	22/01/2026		Soldo Office Expense		Office flip chart	Automedi Limited	S	38.31	7.66	45.97
541	Office Supplies, Postage & Adn	22/01/2026		Soldo Office Expense		batteries	Tesco	X	6.00		6.00
535	Pavilion Gas	22/01/2026		Metro Bank Current ;		Pavilion gas	EDF Energy	X	198.30		198.30
536	Café Supplies (Milk/Cream Etc.	22/01/2026		Soldo Community Ca		Café Milk/Cream/Ice Cream	Tesco	X	11.12		11.12
542	Public Consultation	22/01/2026		Soldo Office Expense		Car Parking	Ashford Borough Council	X	1.65		1.65
548	Office Supplies, Postage & Adn	27/01/2026		Soldo Office Expense		Card wallets	Amazon	S	7.27	1.45	8.72
544	Computer Support and Maintner	27/01/2026		Metro Bank Current ;		Chat GDP Subscription	OpenAI	S	50.00	10.00	60.00
552	Café Supplies (Food/Cake)	27/01/2026		Soldo Community Ca		Cafe Drinks/Sweets/Etc...	Lansdell	X	221.84		221.84
549	Public Consultation	27/01/2026		Soldo Office Expense		Email Marketing	Mailchimp	X	17.24		17.24
545	Bank Charges	28/01/2026		Metro Bank Current ;		Account Maintenance Fee	Metro Bank	X	3.00		3.00
546	Bank Charges	28/01/2026		Metro Bank Current ;		Online banking monthly fee	Metro Bank	X	30.00		30.00
547	Payroll	29/01/2026		Metro Bank Current ;		Payroll	Accounts Unlocked	S	30.00	6.00	36.00
551	Pavilion Maintenance	29/01/2026		Soldo Office Expense		Door Lock	Timpson	X	9.00		9.00
553	Café Supplies (Milk/Cream Etc.	29/01/2026		Soldo Community Ca		Café Milk/Cream/Ice Cream	Tesco	X	13.77		13.77
550	Pavilion Maintenance	30/01/2026		Soldo Office Expense		Tap Backnut	City Plumbing Supplies	S	8.89	1.78	10.67
Total									18,109.83	969.36	19,079.19

RECEIPTS LIST

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Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
294	Pavilion Hire	02/01/2026		NW Current 4779311		Pavilion Hire	Gary Turley	X	67.50		67.50
295	Pavilion Football	02/01/2026		NW Current 4779311		Pavilion Hire	Park Farm Rangers FC	X	210.00		210.00
297	Pavilion Hire	09/01/2026		NW Current 4779311		Pavilion Hire	Sharmila Limbu	X	112.50		112.50
310	Pavilion Hire	12/01/2026		NW Current 4779311		Pavilion Hire	Matthew Burt	X	30.00		30.00
296	Cafe Takings	12/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	65.71		65.71
312	Pavilion Hire	13/01/2026		NW Current 4779311		Pavilion Hire	2nd Kingsnorth (Park Farm	X	22.50		22.50
312	Pavilion Hire	13/01/2026		NW Current 4779311		Pavilion Hire	2nd Kingsnorth (Park Farm	X	22.50		22.50
312	Pavilion Hire	13/01/2026		NW Current 4779311		Pavilion Hire	2nd Kingsnorth (Park Farm	X	22.50		22.50
312	Pavilion Hire	13/01/2026		NW Current 4779311		Pavilion Hire	2nd Kingsnorth (Park Farm	X	22.50		22.50
312	Pavilion Hire	13/01/2026		NW Current 4779311		Pavilion Hire	2nd Kingsnorth (Park Farm	X	22.50		22.50
312	Pavilion Hire	13/01/2026		NW Current 4779311		Pavilion Hire	2nd Kingsnorth (Park Farm	X	22.50		22.50
313	Pavilion Hire	13/01/2026		NW Current 4779311		Pavilion Hire	Debbie Baines	X	82.50		82.50
298	Cafe Takings	13/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	53.10		53.10
311	Parish Signage	13/01/2026		NW Current 4779311		Village Hall Sign Installation RE	Kingsnorth Village Hall Tru	X	140.00		140.00
314	Pavilion Football	14/01/2026		NW Current 4779311		Measuring and Marking Footba	Park Farm Rangers FC	X	232.50		232.50
299	Country Fayre Stall Payment	14/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	20.00		20.00
300	Country Fayre Stall Payment	14/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
301	Country Fayre Stall Payment	14/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	20.00		20.00
302	Country Fayre Stall Payment	14/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
303	Country Fayre Stall Payment	14/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
304	Country Fayre Stall Payment	14/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
305	Country Fayre Stall Payment	14/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
306	Country Fayre Stall Payment	14/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
307	Cafe Takings	15/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	37.21		37.21
308	Country Fayre Stall Payment	15/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
309	Country Fayre Stall Payment	15/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
315	Cafe Takings	19/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	72.72		72.72
327	Pavilion Hire	20/01/2026		NW Current 4779311		Pavilion Hire	Andy Munroe	X	30.00		30.00
317	Cafe Takings	20/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	84.00		84.00
316	Country Fayre Stall Payment	20/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
318	Country Fayre Stall Payment	21/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
319	Country Fayre Stall Payment	21/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
320	Country Fayre Stall Payment	21/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
321	Cafe Takings	22/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	72.26		72.26

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Kingsnorth Parish Council

2 February 2026 (2025-2026)

RECEIPTS LIST

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Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
322	Country Fayre Stall Payment	22/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
323	Country Fayre Stall Payment	22/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
324	Country Fayre Stall Payment	22/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
325	Country Fayre Stall Payment	22/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
326	Parish Office - Mobile Phone	23/01/2026		Metro Bank Current :		Mobile Phone credit	Connection Technologies	X	49.50		49.50
326	Maintenance Mobile Phones	23/01/2026		Metro Bank Current :		Mobile Phone credit	Connection Technologies	X	33.00		33.00
328	Cafe Takings	26/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	99.36		99.36
332	Office Supplies, Postage & Adn	26/01/2026		Soldo Office Expense		Office white board & supplies	Viking Supplies	X	17.60		17.60
329	Cafe Takings	27/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	88.17		88.17
330	Country Fayre Stall Payment	27/01/2026		Metro Bank Current :		Kingsnorth Country Fayre Stall	Stripe Payments UK	X	25.00		25.00
331	Cafe Takings	29/01/2026		Metro Bank Current :		Cafe takings	Paypal	X	96.48		96.48
333	Interest	30/01/2026		Metro Bank Reserve		Metro Bank - Interest	Metro Bank	X	70.24		70.24
334	Interest	30/01/2026		NW SIBA 47793120		Natwest Interest	Natwest	X	148.62		148.62
335	Interest	30/01/2026		Nationwide Building :		Nationwide Interest	Nationwide Building Societ	X	577.23		577.23
Total									3,070.20		3,070.20

b. To review invoices and consider authorising payments.

P No	Supplier	Goods/Service	Sub Total	VAT	Total
1	HMRC	Tax & NI Payable Confirmed	£2,460.75	£0.00	£2,460.75
2	Salaries	Confirmed Amount February	£6,770.38	£0.00	£6,770.38
3	M Hume	Pavilion Cleaning January	£264.00	£0.00	£264.00
4	Trident Waste Management	Waste Collection January	£88.00	£17.60	£105.60
5	Gala Lights Limited	Bespoke Children's design Christmas motif	£1,650.00	£330.00	£1,980.00
6	Forvis Mazars LLP	External Audit	£840.0	£168.00	£1,008.00
7	PSR Lighting and Signs Limited	Removal of 3 x Christmas Lights	£425.00	£85.00	£510.00
8	AMJ IT LTD	IT Support	£340.00	£68.00	£408.00

9	The Fun Experts	Country Fayre Rides – Final Payment	£6,635.00	£1,327.00	£7,962.00
10	Bounty Pest Control & Environmental Services	Annual Service Agreement for Pest Control	£490.00	£98.00	£588.00
**11	TBC	3 x Defibrillators	£2,385.00	£477.00	£2,862.00
12					
		Total	£22,348.13	£2,570.60	£24,918.73

Cllr. Wedgbury proposed that the invoices as listed be authorised for payment.

PROPOSED BY CLLR. WEDGBURY

SECONDED BY CLLR. HICKS

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

Internal Bank Transfers Required February 2026**

Account From	Account To	Amount
NatWest Current	Metro Current	£25,000.00
NatWest Current	Soldo Wallet	£5,000.00
	Total	£30,000.00

11. Planning Matters

a. To note decisions.

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

b. To consider all planning applications received.

Cllr. Hicks didn't take part in any discussions or votes on planning applications.

Application Number: **PA/2026/0097**

Address: 5, Acorn Close, Kingsnorth, TN23 3HR

Proposal: Proposed rear single storey extension

Ward: Park Farm North

Comments: Support.

Application Number: **NOT/2025/2380**

Address: Land West by Southwest of St Helens, Ashford Road, Kingsnorth, Ashford.

Proposal: Reserved matters application for the approval of access, appearance, layout, landscaping and scale for Phase 1C (spine road) pursuant to outline planning permission 15/00856/AS.

Ward: Kingsnorth Village.

Comments: The Parish Manager had put together a draft response to be send to Ashford Borough Council planning.

Cllr. Clarke proposed that the draft response be submitted to ABC planning department.

PROPOSED BY CLLR. CLARKE

SECONDED BY CLLR. BREESE

ALL THOSE IN FAVOUR - 6

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

Application Number: **PA/2026/0189**

Address: 18, Acorn Close, Kingsnorth, TN23 3HR

Proposal: Loft conversion including the erection of 2no dormers to rear elevation and 2no roof lights and 1no sun tunnel to front elevation.

Ward: Park Farm North

Comments: No comments.

Application Number: **PA/2025/2323**

Address: 3, Steeds Close, Kingsnorth, TN26 1NF

Proposal: Erection of a part one / part two storey rear extension and side extension with a new pitched roof and front rooflights

Ward: Kingsnorth Village

Comments: Delegate to the Parish Manager to circulate / liaise with Councillors via email.

Cllr. Ransley proposed that delegation is given to the Parish Manager to circulate / liaise with Councillors via email and submit an agreed response to the application.

PROPOSED BY CLLR. RANSLEY

SECONDED BY CLLR. MCGEEVER

ALL THOSE IN FAVOUR - 6

ALL THOSE AGAINST - 0

ABSTENTIONS - 1

Motion moved.

c. To consider any appeals and Enforcement Matters.

None.

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

Minimum Lighting Statement for New Developments.

The minimum lighting statement was circulated to all Council members prior to the meeting.

Cllr. Cosgrove suggested that having no lighting in certain areas be added to the statement.

Cllr. Clarke proposed that the statement including Cllr. Cosgrove's amendment be accepted.

PROPOSED BY CLLR. CLARKE

SECONDED BY CLLR. WEDGBURY

ALL THOSE IN FAVOUR - 7

ALL THOSE AGAINST - 0

ABSTENTIONS - 0

Motion moved.

12. 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.

Cllr. Breese reported on the special planning meeting.

Cllr. Breese suggested writing an open letter addressing the Parish Council's concerns about the accumulative impact of development drawing on the plan and how basically all the fields between Ashford Road and the A28 are up for development. The idea of the open letter is that it would go to the MP's, Highways, Local Plan, Local Press and all other agencies.

Should include asking for a meeting with the MP's, Local Planning and KCC Highways and the Parish Council should also liaise with Great Chart and Shadoxhurst Parish Councils.

Action: Cllr. Breese will draft a skeleton which then all Councillors can add to, and it will be brought back to the next Parish Council meeting.

Cllr. Ransley suggested that Cllr. Breese call one of the Kentish Express reporters before it hits their email, so they are aware of what's happening.

The Parish Manager reported on:

- Tree Protection Orders (Kingsnorth Green) – circulated to all Council Members.
- Water Survey – shared by Parish Staff on the Parish Council social media platforms.

13. Parish Staff Reports.

a. Parish Manager January report.

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

The report was noted by Councillors.

b. Community Engagement and Events update.

The Community Engagement and Events Officer report was circulated to all Councillors prior to the meeting.

The Community Engagement and Events officer responded to questions from Councillors.

The report was noted by Councillors.

14. 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.

15. Parish Action Sheet

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

- a. To review Parish action sheet (see appendix A of agenda) and authorise further action.

The action sheet was presented, updated and noted by Councillors.

- Skeleton Open Letter
- Tip Closure – Parish Manager will draft a letter and circulate to all Councillors for approval.
- Highways Improvement Plan (HIP) – Cllr. Cosgrove asked Councillors to send any items for this year’s HIP be sent to Cllr. Cosgrove and the Parish Manager. To be finalised in April.

16. The next or future agenda(s)

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

- Ongoing co-option for Parish Councillor vacancies.

17. Date of Next Meeting

The next monthly meeting will be held on Tuesday 10th March 2026.

As there was no further business to be discussed Cllr. Breese closed the main meeting at 8.46pm and the Council moved into a closed meeting.

Closed Session Agenda Item

That under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during consideration of this item due to the confidential nature of the business to be transacted (commercially sensitive lease negotiations).

18. To discuss Tudor Farm Leases and decide next steps.

Parish manager provided an update on the current situation with the Tudor Farm leases.

Take advice if the lease does become void
Chair going to see the family for a quiet conversation
Register as Village Green as a backup

Carry on liaising with solicitors
Delegation given to the Parish Manager up to £3,000.00 in consultation with the Chair.

PROPOSED BY CLLR. RANSLEY SECONDED BY CLLR. COSGROVE
ALL THOSE IN FAVOUR - 7 ALL THOSE AGAINST - 0 ABSTENTIONS - 0

Motion moved.

Closed session ended at 9:02pm

Signature: _____

Date: _____