

## KINGSNORTH PARISH COUNCIL

Minutes of the meeting held on Thursday, 31<sup>st</sup> May, 2007, at Kingsnorth Sports Pavilion

PRESENT: Mr. T. Horsman (Chairman); Mrs. A. Hicks; Mr. R. Gardner; Mr. M. Ciccone;  
Mrs. L. Ross; Mr. J. Sheehan; Mr. N. Shorter; Mr. S. Bates.  
Four members of the public for part of the meeting.

1. **Apologies** Cllr. J. Wedgbury; Cllr. J. Holland; Cllr. M. Angell; Cllr. P. Bartlett; Cllr. Davison; Mr. D. Bacon. Mr. Bates apologised for arriving late.
2. **Open Forum** No members of the public present wished to speak.
3. **Minutes of the last meeting**  
It was proposed by NS, seconded by JS and agreed that the minutes of the annual meeting on 17<sup>th</sup> May should be accepted as an accurate record. It was proposed by RG, seconded by LR and agreed that the minutes of the planning meeting on 17<sup>th</sup> May should be accepted as an accurate record. It was proposed by LR, seconded by TH and agreed that the minutes of the meeting on 26<sup>th</sup> April should be accepted as an accurate record.
4. **Matters arising**
  - (a) Traffic calming, Church Hill The Clerk had sent a reply to Mr. Penny; the draft having been approved by Cllrs. Mr. Penny acknowledged this and queried whether there was any likelihood of further traffic calming arising from the proposed Park Farm South East development. The Clerk had replied that this area was not included in the Core Strategy at the moment and that the Parish Council had objected to it.
  - (b) Westhawk litter picking, dog waste bins, etc. The Clerk had contacted Mr. Aylwin of Taylor Woodrow as she had not had a response from Mr. Anthill. He forwarded her e-mail to Mr. Anthill on 30.4. and the Clerk had e-mailed him direct on 21.5. but no reply had been received. The Dog Warden will liaise with JS about where the bins were sited that had to be replaced. The Clerk had informed Mr. Pavis that the PC is replacing the bins. He replied and thanked the PC and hopes that we will continue to try and get Taylor Woodrow to reply and take responsibility for this expense.
  - (c) Backboard to basketball post The Clerk had not yet had time to do any more research on suppliers.
  - (d) Safety surfacing repair RG had contacted the Clerk between meetings to say that the surfacing had deteriorated further and posed more of a safety risk than before. Park Leisure would have done the work week commencing 14.5. but rain had prevented this. They had agreed to put up a sign and metal barriers around the roundabout until the work was done on 25.5. RG said that the safety surfacing around the swings was deteriorating and he proposed a site meeting with Park Leisure. NS agreed to attend.
  - (e) Planning requirements for sitting area adjacent Park Farm entrance wall The Clerk had sent a copy of the sketch plan and a letter to Mr. Mills in ABC Planning asking if the PC could apply for an amendment to the Park Farm application rather than have to submit a new application. His reply is awaited.
  - (f) Stones on verge, Church Hill Highways had sent a letter to the residents of Mulberry House. NS thought that, although this matter was brought up because of a damage to a vehicle, to be fair the residents of all the houses with stones on the verges which may

cause a problem to traffic ought to receive a letter from Highways. He had given the Clerk the names of the houses concerned.

- (g) ID Badges ABC is able to make these but queried how the photographs were to be taken. It was agreed to have a similar style to Borough Cllrs. badges. LR would bring her digital camera to the July meeting.
- (h) PROW Officer The temporary replacement for the area PROW Officer is Jonathan Carpenter, Area Manager, Mid Kent PROW (tel: 01233 820797)

## 5. Correspondence

- (a) PACT The Community Warden had booked the pavilion on behalf of the Police for a PACT meeting on 3.7.
- (b) Ashford & Tenterden Citizens Advice Bureau A letter had been received from their District Manager, Mr. Fleming asking whether the PC would consider giving a donation. It was agreed to put this on the agenda for the June meeting. It was suggested that the Recreation Centre would be a good venue for CAB consultations.
- (c) Bryony Drive A resident of Bryony Drive had contacted JW and the Clerk about litter, waste bins, and trucks & cars parking obstructively at evenings and weekends. PC King will try to do something about the parking. The Clerk had talked to Mr. Hughes of Persimmon about this and also about the rat problem in Park Wood. They would not be able to put down poison in a public place; he suggested JW contact him about the location. He noted the complaint about the Bryony Drive litter problems. Mr. Hughes said that, as far as Persimmon is concerned, there was no reason why ABC could not adopt that area and most of the others on Park Farm immediately. He wondered whether the PC could do anything to speed up the process. He would also speak to the Persimmon legal staff about this. The Clerk was asked to contact ABC's Legal Dept. to ask about the delay in road adoption.
- (d) Swift Security Keyholding and Alarm Response Swift had written to notify the PC of an increase in prices for the keyholding service charge to £285 + VAT (£335). The service charge last year was £270 + VAT. £327 was budgeted. Call outs will be £35 for the first hour and £35 for each subsequent hour.
- (e) Street naming and numbering policy A draft has been received from the ABC Business Manager/Head of Building Control which would be considered at the Executive Meeting on 19.7. Any comments should be submitted by the end of June. NS would look at this.
- (f) Smoke-free legislation A letter had been received from ABC Environmental Health saying where information can be received about this. The Clerk will obtain a 'no smoking' sign for the pavilion.
- (g) Also received: KCC re. Kent Minerals Development Framework Regulation 32 consultation; letter from John Aylwin of Taylor Woodrow re. plans submitted for Park Farm South East; Rural News no. 81; KAPC Parish News no. 324; Clerks & Councils Direct 51; letter of thanks from Kenward Trust for donation; KCC notice of Ashford Local Board meeting on 7.6; ABC notes of Parish Forum meeting on 18.4; agenda for KAPC Ashford Area Meeting on 6.6; CPRE Kent posters/stickers against Lydd Airport expansion; CPRE Fieldwork newsletter; ABC letter re review of Housing Lettings Policy; info. re PPIF Ashford Locality Group meeting on 12.6; ABC Users Guide to the Planning website; Neighbourhood Policing in Action newsletter.

6. **Finance** (a) to approve payments and accounts since the last meeting:

BOI 25 Cancelled	-
BOI 26 Ashford BC, subsidy for Rec. Centre Nov. 06 – Apr 07 (VAT £2,625)	17,625.00
1374 Geerings of Ashford, copies for 1 year (VAT £22.68)	152.28
1375 KAPC, 3 copies of Good Cllrs. Guide	3.00
1376 P.W. Judges & Son, vertidrainng playing field (VAT £105.00)	705.00
1377 Miss J. Mills, reimbursement of petty cash expenditure	52.86
1378 P.W. Judges & Son, fertilising playing field (VAT £47.25)	317.25
1379 HSBC Invoice (UK) Ltd, Swift Security patrols for April	247.46
1380 Mr. G. Blackmer, April salary	318.27
1381 Mr. P. Cleave, salary from 7.4. – 4.5.	359.11
1382 Kenward Trust, donation	200.00
1383 Cancelled	-
1384 Holmes & Cochrane, two attendances at Brit. Lane notice board, new lock and keys (VAT £18.07)	121.32
1385 Caxton Supplies, litter picker for Mr. Cleave (VAT £1.92)	12.87
1386 Gibbs & Son, mowing football pitch in March/April (VAT £5.25)	35.25
1387 Initial Elec. Security, replacement of door contact for alarm	182.65
1388 Southern Water, pavilion waste water 14.9 – 16.3.	<u>40.59</u>
	20,372.91

Receipts

Lloyds TSB interest for March	52.22
Bank of Ireland, interest for March	405.90
Ashford Borough Council, 1 <sup>st</sup> half of precept & concurrent functions grant	28,506.63
Mrs. L. Hodnett, fee for hiring pavilion on 6.7.	<u>20.00</u>
	28,984.75

Transfers

27.4. From 30D to Treasurers account	1,500.00
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Reconciliation of bank balances with receipts and payments accounts – 1.4.07 to 24.5.07

Lloyds TSB Treasurer's account at 30.4.	3,811.19
Lloyds TSB 30 day account at 30.4.07.	43,538.46
Bank of Ireland account at 1.5.07	<u>87,046.45</u>
	134,396.10
Less uncleared cheques nos. BOI 26, 1363, 68, 71, 74, 75, 77, 79-88	<u>20,821.16</u>
<b>Balance at 24.5.07</b>	<b>113,574.94</b>

Add expenditure 1.4.07 – 24.5.07	<u>22,328.02</u>
	<u>135,902.96</u>

Balance brought forward from 2006-2007	106,938.21
Add income 1.4.07 – 24.5.07	<u>28,964.75</u>
	<u>135,902.96</u>

It was proposed by AH, seconded by LR and agreed that the above accounts should be accepted.

Forthcoming commitments

Mr. G. Blackmer, May salary	318.27
Mr. P. Cleave, salary from 5.5 – 1.6.	359.11
HSBC Invoicing (Swift Security), May patrols	228.42

Park Leisure Ltd, repairs to safety surfacing (VAT £179.38)	1,384.38
P.W. Judges & Son, end-of-season maintenance to playing field (VAT £133.98)	899.58
P.W. Judges & Son, pre-season lining of pitch (VAT £23.63)	158.63
Kingsnorth Senior Citizens, donation of cost of coach for annual outing	300.00
Ashford Borough Council, two lockable dog waste bins (VAT £79.80)	535.80
Kingsnorth PCC, grant for felling tree in churchyard	580.00
Orlestone Oak, oak post for village sign (VAT £86.63)	581.63
EDF, electricity supply to pavilion	48.47
Culligan, pavilion water softener service (VAT £20.48)	137.48

Income expected

Bank of Ireland interest for April	c400.00
HM Customs & Excise, VAT Feb – March	951.68
Southern Housing Group, hire of pavilion	20.00
Park Farm Rangers FC, hire of pavilion (including refundable deposit)	100.00

- (b) To approve and sign annual report form for audit of 2006/7 accounts The Clerk had circulated a copy of the relevant pages of the annual report form, the receipts and payments accounts, reconciliation and significant differences. Mr. Wilson had completed the internal audit and signed the report form. He had two comments: the Clerk had underclaimed £2.07 on petty cash due to a mistake in adding up; the village sign, having been paid for, needed to be put on the register of assets. The Clerk would do this and would also ask for it to be put on the insurance policy.

The Clerk explained that confirmation was now required on the annual governance statement that a review of the effectiveness of the system of internal audit of the accounting records and control systems had been carried out. Although Cllrs. felt that they were assessing this satisfactorily through the monthly bank account reconciliation and scrutiny of payments, etc. that were reported at each meeting and published in the minutes, it was agreed that a small working group should be set up to carry out a review for the current financial year. In the meantime, the Clerk would write a covering letter to the District Auditor to explain this.

It was proposed by MC, seconded by AH and agreed that the annual statement of accounts and annual governance statement should be approved and signed by the Chairman. Cllrs. thanked the Clerk for preparing the annual accounts.

- c) To discuss improvements to seating and landscaping in front of Village Hall Cllr, Angell and Dr. Moorby had met to look at possibilities for the landscaping outside the new Village Hall entrance. They thought that the existing bench could be renovated as it is very sturdy and would be difficult to remove; it also appears to be vanda-proof. It needs a carpenter to make up a new seat from hard wood; they thought oak would be best. This was approved. They had suggested that the area around the bench could be paved with a circular pattern. They thought that a sycamore, by the far end of the Hall needed pollarding as it is beginning to raise the footpath. Any paving and tree pruning would probably need planning permission as it is in the Conservation Area. MA had obtained one quotation for paving which the Clerk had circulated. It was felt that the paving design would be too complicated for the small site. TH would put the PC's views at the next Village Hall Meeting.
- (d) To discuss whether to purchase a seat for the new open space near Myrtle Court The Clerk suggested that as Jarvis Homes had kindly agreed to install the village sign and

that they had to put in the path and other landscaping, it would be a good idea to ask if a seat could be installed beside the path at the same time. This could have a plaque or engraving in memory of Miss Myrtle Sankey, who used to own the land. There is a budget of £1,000 for seats and picnic tables in 2007/8. It was agreed that the Clerk should obtain prices and that it should be discussed at the next meeting.

- (e) To discuss whether to purchase a dog waste bin for Dove Close/Blackthorn Way area  
 JW had been asked for a dog bin near the drainage ditch between Dove Close and Blackthorn Way. He was going to look at the best location. As he was not at the meeting, it was not known whether this had been done. NS queried the price of lockable bins purchased through ABC. The Clerk would check prices from other suppliers.
- (f) To discuss whether to contribute to funding for surfacing in front of Court Lodge goal end  
 The PC had agreed some considerable time ago to finance a goal end for the open space at Court Lodge. Temporary posts had been installed last summer, but during wet weather in the winter, the ground became very muddy and was unusable. Mrs. Davies was hoping that the new goal end could be installed soon. However, she thought it would be better if an area of all-weather surfacing in front of the goal end was installed at the same time. She was trying to find some funding towards the cost of this and had also asked the PC whether they would be willing to contribute. There is a £5,000 budget in 2007/8 for play equipment. SB queried whether anything so sophisticated was needed. The situation in relation to problems with teenagers at the Brisley Farm play area was explained, but it was felt that further discussion about this should take place when JH was present. In the meantime, SB would look at the goal end and surfacing at The Moat on Park Farm.
- (g) To approve attendance of new Cllrs. at KAPC Information day on 16.6. SB would probably be able to attend. It was proposed by AH, seconded by MC and agreed that the fee of £55 + VAT should be paid. There is a budget of £200 for KAPC training days this year.

## 7. **Recreational matters**

- (a) To report on progress with proposed new playing field/football pitch The Clerk had sent a letter to residents living closest to the playing field in Church Hill, Bridleway Lane and Field View on 2.5. with a copy of the design and access statement. Only one reply had been received so far from a resident of Church Hill who said that: "As long as the pitch is far enough away that we are not getting footballs in the gardens I can see no objection, in fact, it could be a good idea." NS said that the proposals would not affect his use of the adjacent field for grazing. It was agreed that the Clerk should send the draft design and access statement to Mr. Mills prior to arranging a meeting with him to discuss it.

## 8. **Planning matters**

- (a) To consider new applications received since 17.5  
*9 Hadrian Gardens* (WF) Conservatory at rear of property. (S)  
*3 Cheesemans Green Cottages* (KV) Raise roof and install new window in rear elevation to match numbers 1 and 2 Cheesemans Green Cottages. (S)  
*21 Hawthorn Rd.* (PFS) Two-storey extension to front elevation (O, it was felt that the size of the extension would be out-of-proportion to the size of the existing house and out-of-keeping with the character of the Close. Councillors objected to the outward extension of the building line by at least 3m which could result in crowding, overlooking and shading of the house opposite and would create a precedent, which if followed by others,

would result in further erosion of the design of the close and character of the area. Cllrs. also questioned whether the amount of off-street parking was adequate.)

*2 West Moors (WF)* Two-storey side extension. (No comment; no objection to the extension itself, but Cllrs. did not want to set a PC precedent of supporting extensions beyond the building line.)

*11 Merino Way (BF)* Tree surgery to 3 oaks. (S if Tree Officer agrees)

*5 Brentwood (WF)* Two-storey side extension. (S, but query whether size is beyond the 50% limit)

*292 Kingsnorth Rd. (courtesy)* Rear extension and loft conversion with two new front dormers. (S)

*9 Tally Ho Rd.* The PC had already made comments on this but a revised blue consultation form had been received amending the description. The only difference was that the bay window had been included.

(b) To report decisions on applications by ABC received since 17.5.

Granted:

*One Mile Oast, Finn Farm Court* Erection of five-bar gate on driveway, set back from main road with safety pull-in, plus fence & rail to match adj. existing fence & rail at site. (S, as long as access left to Developer's field)

*Tesco Petrol Filling Station* Single external ATM and anti-ramraid bollards together with associated enabling works.

Notice of consent from ABC

*Land rear of 5 & 6 South Lea* One detached dwelling & 2 semi-detached dwellings. Details of parking for site personnel and disposal of foul and surface water approved.

- (c) BAA McArthur Glen application for hotel south of Asda This had been reported at the PC's Planning Meeting. The Clerk had sent an e-mail to Planning asking whether the PC could still comment or whether it could respond when the Officer's comments were published with the Planning Meeting agenda and then speak at the meeting. A reply is awaited. However, the application was not listed for the next planning meeting on 30th May. MC thought that the application was invalid because it had not been re-submitted within 10 years of the original application being granted. SB thought that the PC should object if any building was proposed for the flood plain. AH reported that a Willesborough Dykes meeting would be held shortly at which the application would probably be discussed.

9. **Highway and footpath matters**

- (a) Delay in timetable for traffic calming for Park Farm and Church Hill RG had asked for this item to be put on agenda as he was anxious to expedite the installation of traffic calming for Park Farm. Ms Stone of Barton Willmore had told the Clerk that their highway engineer had met with KCC to discuss the Stage 2 Safety Audit for the Traffic Calming Scheme and they were currently awaiting their answers on a few questions. They understood that KCC have yet to discuss the programme for the implementation of the traffic calming scheme with their contractor, but the worst case scenario at the moment would be to have works commence in January 2008 with a programme to complete the works in three months. They had, however, stressed to KCC that they would like the works to get underway as soon as possible.

RG read out a submission that he had prepared about the delay in installing the traffic calming, in particular on Bluebell Rd. He was very concerned about the dangers to

parents and children crossing on the way to and from Kingsnorth Primary School and felt that KCC should implement agreed traffic calming no later than the autumn of 2007. It was agreed that the Clerk should base a letter on RG's submission to be sent to Highways and, with a covering letter, to Cllr. Ferrin, the relevant KCC cabinet member and Cllr. Angell.

RG and the Clerk had also reported to Highways that 2 lamp posts on Park Farm that had been demolished in accidents over the winter had not yet been replaced and may be dangerous to children if they have not been isolated from the electricity supply. The Clerk would ask for confirmation that they had been isolated in the letter on traffic calming.

10. **County Councillor's report** MA was unable to attend.
11. **Borough Councillors' reports** (a), (c), (d) and (e) Councillors unable to attend.
  - (b) Weald South AH reported that she had been to some training sessions and had participated in a Planning Committee meeting.
12. **Reports**
  - (a) Kingsnorth Recreation Centre MC said that there had been no recent meeting, but he would be able to report on the end-of-year accounts and give the April/May report at the next PC meeting.
  - (b) Kingsnorth Village Hall Committee There had been no recent meeting.
  - (c) Kingsnorth Primary School Governors' meeting No meeting. Fete on 23.6.
  - (d) Furley Park Primary School Governors' meeting No meeting. Fete on 30.6.
  - (e) Village Sign Working Group . TH, AH and the Clerk met Mr. Russell Jarvis and his son Mr. Sam Jarvis on site on 23.5. NS apologised for not attending. Soil from the pond has been spread over the site to make it more level. When the fence around the site is removed, some more soil will be spread to level the dip between the site and the pavement. The installation of the path and seeding of the grass will be carried out soon, but the trees will not be planted until the Autumn when growing conditions are suitable. The foundations of the sign and of the path will have to be quite deep because of the extra soil laid on top of the original soil level. They will sow amenity grass seed rather than a 'wild flower meadow' mix. They were given the dimensions of the sign and the post and the plan showing 'x marks the spot' which was submitted with the PC's planning application. The Clerk had also given them the contact numbers for Mr. Fender, the blacksmith, and Orlestone Oak who are supplying the post.
  - (f) Information Book Working Group A meeting had yet to be arranged.
  - (g) Tour de France Working Group There had been a meeting on 2.5. AH reported that Kingsnorth School had set up an Ashes Cricket match with Furley Park School. Kingsnorth PFA would organise a beer tent, BBQ and candy floss machine. Kingsnorth School would organise a cycle relay around the playground. NS had agreed to exhibit some of his livestock. The location of the bouncy castle and tents, etc. had been agreed. A colouring competition will be run by Yellow Elephant beside their bouncy castle but it could be in Pavilion or in Village Hall if necessary.

The roads are likely to be closed from 9.30 onwards so AH will open up the Pavilion from that time for refreshments. Events will be from 11.30 am to 1pm at which time the Tour is expected to start coming up Church Hill. Next meeting 27.6. at 7.30 p.m. in the Pavilion.

13. **Village responsibilities**

- (a) Hedges on Church Hill NS reported that debris left in the road had been cleared.
- (b) Entrance Park The litter bins had not yet been installed as promised, nor had the ponds been cleared of litter. The Clerk will contact Mr. Fry at ABC.
- (c) Verges, Cuckoo Lane LR reported that, as in previous years, the verges had not been cut and were now starting to obscure the sight lines from Langney Drive. The Clerk will contact Highways.

There being no other business, the meeting closed at 9.55 p.m.

Chairman