

KINGSNORTH PARISH COUNCIL

Minutes of the meeting held on Thursday, 25th October, 2007, at Kingsnorth Sports Pavilion

PRESENT: Mr. T. Horsman (Chairman); Cllr. Mrs. A. Hicks; Mr. R. Gardner; Mr. J. Sheehan; Mr. N. Shorter; Mrs. L. Ross; Mr. M. Ciccone; Mr. S. Bates; Cllr. J. Holland; Cllr. P. Davison.

1. **Apologies** Cllr. J. Wedgbury (working); Mr. D. Bacon; Cllr. M. Angell; Cllr. P. Bartlett; Cllr. Mrs. T. Heyes. Cllr. Holland apologised for arriving late.
2. **Open Forum** There were no parishioners present.
3. Ashford & Tenterden Citizens Advice Bureaux proposed outreach service The Chairman welcomed Mr. Mick Fleming, District Manager, A & T CAB. Mr. Fleming had written to all parish councils to find out which would be interested in assisting with venues for meetings and publicity. He was not expecting PCs to finance this initiative as this would be done on the back of other funding from Govt. At the moment, he had lost a trained member of staff and was training a new one so the service was not likely to start until the New Year. It would take a considerable time to build up usage of the service, at least 12 months, after which it would be reviewed. Facilities required would include somewhere to plug in a lap top computer and access to a telephone, but not broadband. Complex problems would be dealt with at their Tenterden or Ashford offices and the outreach service would be mainly diagnostic sessions. Most people needed information on benefits and handling debt. The frequency of the service would depend on resources. A publicity campaign would be needed. It was thought that the Rec. Centre would provide ideal facilities and Mr. Fleming would send staff to have a look at these. The PC would cooperate where possible with CAB to help get the service started. The Chairman thanked Mr. Fleming for attending.
4. **Minutes of the last meeting**
Cllr. Angell had been left off the list of those present at the meeting on 27th Sept. The Clerk had corrected this. It was proposed by AH, seconded by JS and agreed that the minutes of the last meeting on 27th Sept. should be accepted as an accurate record. It was proposed by AH, seconded by RG and agreed that the minutes of the Planning Meeting on 18th Oct. should be accepted as an accurate record. It was proposed by JS, seconded by NS and agreed that the minutes of the meeting to discuss the future structure of PC meetings on 18th Oct. should be accepted as an accurate record.
5. **Matters arising**
 - (a) Bell Chapel Close pond This and the Entrance Park pond had still to be cleared. The Clerk would contact Mr. Fry again.
 - (b) Tree cuttings in Entrance Park These had been cleared.
 - (c) Storm ditch, Park Farm Southern Water had told the PC in 2006 that they were not responsible for this ditch and ABC had at that time said that they were responsible for it. Mrs. Tobitt had now issued an order to clear it and NS had spoken to a representative of Landscape Services who had been at the site.
 - (d) Pond Warden Mr. Mitchell had moved away from Kingsnorth and can no longer act as Pond Warden. The Clerk had told BTCV and had mentioned on the website that the parish needed Tree and Pond wardens.

- (e) Street nameplates RG had reported that a nameplate had been up-rooted near the Forestall Meadow/Moatfield Meadow roundabout. Mr. Fillery of ABC had replied that this year's funds had been spent so it will not be replaced until the next financial year. AH mentioned three other nameplates that were awaiting replacement. The Clerk will check with Mr. Fillery to see whether they were already on his list. The 3 reduce speed signs on Romney Marsh Rd. had been reversed. The Clerk will inform Highways.

6. **Correspondence**

- (a) Thanks Kingsnorth Senior Citizens had thanked the PC for the grant which allowed them to have a lovely day out at Bentley Wildfowl. A resident had written to thank the PC for its support in getting the footpath built on the buffer zone adjacent to Finn Farm Road.
- (b) PACT Committee admin. expenses Mr. Pavis, Chairman of the Kingsnorth PACT Committee, had written saying that the Committee needed £50 next year to cover their stationery, postage, printing paper and phone calls. It was agreed to discuss this at the budget meeting.
- (c) Bus shelters – Smokefree legislation As the PC's bus shelters are more than 50% enclosed they must be smoke-free and signed accordingly. ABC has provided adhesive signs.
- (d) New post box The PC had requested some time ago that a post box be sited on the Queens Head side of the crossroads. This has now been installed near the bus stop.
- (e) KAPC AGM The AGM is on 10.11 at Ditton. AH will attend. It was agreed that a lunch costing £7.50 could be booked.
- (f) Post Office closures KCC wrote on 3.10 sending a list of the proposed closures in Kent. There are 3 for Ashford: Hythe Rd, Beaver Rd. and South Willesborough. Public consultation closes on 12.11. JH said that Mr. Kirkland is writing a letter of protest from ABC.
- (g) Also received: ABC forward plan of key decisions Dec – March; ABC minutes of Willesborough Dykes Technical Group meeting of 21.9; Town & Parish Standard newsletter Sept; ACRK notice of AGM & conference on 22.10; Environment Agency e-mail re. 3rd River Basin Planning Newsletter; Defra booklet Parish & Town Councils – Act on Co2 'Ways to tackle climate change'; KAPC minutes of Ashford Area meeting of 26.9; Ashford Community Safety Unit Guide; ABC minutes of Standards Committee Meeting of 3.10; ABC Housing News; Open Space magazine; Weald Watch autumn newsletter; KCC PROW changes to definitive map in Woodchurch & Sevington; English Rural Housing Assoc. annual report; Environment Agency re new operating areas; info. re Marsh Link Stakeholders Meeting on 28.11.

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

1433 Mr. P. Cleave, salary from 25.8 – 21.9.	359.61
1434 Mr. M. Hemsley, refund on cancelled pavilion booking	15.00
1435 Siemens Financial Services, quarter's photocopier rental (VAT £29.66)	199.20
1436 British Gas Business, supply to pavilion 15.6 - 12.9.	21.58
1437 Mr. W. Hollands, season's strimming, hedgecutting & weed spraying	575.00
1438 ABC, Court Lodge goal end (VAT £546.88)	3,671.88
1439 Mr. G. Blackmer, Sept. salary	318.27
1440 HSBC Invoice Finance, Swift patrols for Sept.	279.65
1441 Miss J. Mills, salary July – Sept, tel. rental, travel & petty cash refund	1,642.68

1442 Mr. G. Blackmer, brushes, glue, ironmongery (VAT £4.51)	38.40
Lloyds Bank plc, overdrawn bank charges	15.00
1443 Gibbs & Son, mowing football pitch (VAT £3.50)	23.50
1444 KCC(KCS), filing cabinet (VAT £11.82)	79.38
1445 Mid-Kent Water, supply to pavilion 16.3. -11.9.	30.86
1446 CPRE, annual subscription	27.00
1447 Mr. P. Cleave, salary from 22.9 – 19.10	359.61
1448 KCC(KCS) hi-vis waistcoat & jacket, refuse sacks (VAT £15.65)	105.10
1449 Geerings of Ashford, copies for 1 year or 12,000 copies (VAT £24.49)	164.46
1450 P.W. Judges & Son, vertidrainning & fertilising pitches (VAT £104.13)	699.13
1451 Streetmaster Products, memorial seat (VAT £100.63)	675.63
1452 ABC, 2 lockable bins & moving site of 1 old one (VAT £88.38)	593.38
1453 Southern Water, pavilion waste water 17.3 – 11.9	<u>48.09</u>
	9,942.41

Receipts

Lloyds TSB, interest on 30 day account June – August	314.56
ABC, 2 nd half of precept & concurrent functions grant	28,506.62
Bank of Ireland, interest for August	<u>304.73</u>
	29,125.91

Transfers

26.9. From 30D to Treasurer's account	6,000.00
10.10. " " " "	1,000.00
18.10 " " " "	3,000.00

Reconciliation of bank balances with receipts and payments accounts – 1.4.07 to 19.10.07

Lloyds TSB Treasurer's account at 28.9. (plus transfers)	11,408.01
Lloyds TSB 30 day account at 28.9. (less transfers)	61,333.09
Bank of Ireland account at 1.10.	<u>70,927.08</u>
	143,668.18
Less uncleared cheques nos.1395, 1429,1433-53)	<u>-10,056.65</u>
Balance at 19.10.07	133,611.53
Add expenditure 1.4.07 – 19.10.07	<u>46,417.20</u>
	<u>180,028.73</u>
Balance brought forward from 2006-2007	106,938.21
Add income 1.4.07 – 19.10.07	<u>73,090.52</u>
	<u>180,028.73</u>

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

Forthcoming commitments

Mr. G. Blackmer, Oct. salary	318.27
Mr. P. Cleave, salary from 19.10 – 16.11.	359.11
Ashford Borough Council, Rec. Centre subsidy July – Sept.	4,909.00
HSBC (Swift Security), security patrols for Oct.	239.70
Gibbs & Son, Oct. mowing	23.50
Village Sign/VH Centenary event	so far 270.00
Neighbourhood Watch signs for Caesar Ave.	90.00

Income expected

Bank of Ireland interest for Sept.	c305.00
ABC, street cleansing grant for 2007/8	1,696.00

It was agreed that there should be a review of suppliers and costs for gas and electricity provision to the pavilion. The arrangements for this would be discussed at the Budget meeting.

- (b) To approve expenditure on high visibility safety clothing for litter-picker The Clerk had been authorised at the Sept. meeting to purchase a new waistcoat and winter jacket for Mr. Cleave. These had been delivered to Mr. Cleave who had sent his thanks. The cost for these plus 2 boxes of refuse sacks was £89.45 + VAT.
- (c) To report expenditure relating to village sign dedication/Village Hall Centenary So far, AH had been reimbursed for the cost of the buffet lunch provided by the Queens Head which she had paid. This was for 60 people @ £4.50 a head, total £270 which would be taken from the Chairman's Allowance, resulting in the budget of £250 being exceeded by £40 since £20 had already been spent from this heading. NS and SB were thanked for their contributions for which they did not want to be reimbursed. The PC would pay two thirds of the other costs and the Village Hall Committee one third. Details of these were awaited from MA. NS reported that Mr. Thompson would submit an invoice for installing the concrete base and seat together with that for installation of the safety railings when these were delivered.
- (d) (To discuss specification for Village Hall landscaping
- (e) (To discuss standardisation of street furniture
(NS had yet to research designs and costs
- (f) To discuss distribution of Information Booklet and quantities to be printed There was a discussion about whether booklets were to be sent only to new households or to all households in the parish. There were 3,371 properties listed on the 2007 Register of Electors. NS thought that the environmental impact should be considered. However, the Booklet would contain information useful to all households and it was therefore agreed by a majority that enough copies should be printed for the whole parish, but that they should be printed on recycled paper. It was hoped that a disc of the edited booklet would be available in the New Year at which time quotations for the printing and distribution costs could be sought.
- (g) To consider whether to purchase 3 Neighbourhood Watch signs for Caesar Ave. A NW Scheme is being set up in Caesar Avenue. Mr. Pavis had asked whether the PC would be willing to purchase three signs on their behalf. So far this year 3 signs for Constantine Rd. had been approved at a cost of £45. The Caesar Avenue signs would cost the same. There is a total budget of £100 for signs this year. It was proposed by JH, seconded by AH and agreed that the PC should purchase these signs.

8. Recreational matters

- (a) Recreation Centre - to discuss matters relating to contract with ABC for 2008-9 MC said that the next meeting of the Trustees would be on 8.12. He had spoken to Mrs. Wood of the Ashford Leisure Trust about whether a subsidy will be required for next year. AH and RG had attended a meeting on 23.10. with Mr. Carty, Mr. Bailey of ABC Cultural Services and Mrs. Wood and circulated some notes to Cllrs. The meeting was mainly about facilities at Park Farm South & East but Mrs. Wood had said that the accountants were currently working on the Rec. Centre figures up to 15.9. and she would let the PC

have a copy of these when available. She would also have some idea of the projected figures from 16.9.07, when the Ashford Leisure Trust took over, to the end of the financial year. AH had asked about better signage to the Centre. Mrs. Wood will pursue this and Mr. Carty agreed to pay for these signs. Mention was made of the £40,000 from the developers which was to be spent on Rec. Centre facilities. Mr. Carty would like a letter from the PC specifying how the money should be allocated and he would then release these to the Ashford Leisure Trust.

MC was perturbed that matters had been discussed regarding the Rec. Centre and that he had not received an invitation to the meeting. AH explained that it was only by chance that she had found out that it was taking place and had asked to be present. TH was unable to attend, so RG stood in for him.

There was some discussion about how long the PC should continue subsidising the Rec. Centre, but it was felt that it provided very good facilities which were important to the community and that the PC should be prepared to continue subsidising the Centre if necessary. However, further information about the current financial situation was needed before budgeting for a further subsidy and Mrs. Wood should be invited to the PC's November meeting, provided the financial information was available in advance.

In view of the MUGA planned for Park Farm East it was now much less likely that a MUGA near the Rec. Centre would be needed. MC felt that the PC and Trustees should discuss the options and then submit some definite proposals and costings as to how the £40,000 should be allocated so that the decisions about this are taken locally rather than by ABC.

- (b) To report/discuss annual play area safety report The Report had been circulated. There were no defects on the play equipment itself that needed attention. RG explained that other comments concerning gaps around the edges of the safety surfacing and signage were low and medium risk. Any signage would have to be changed next year when the Clerk retires and the name of the new Clerk is known. It was likely that the safety surfacing of the swing bays would be renewed next year and this would deal with the gaps at the edges.
- (c) To report on progress with proposed new playing field/football pitch Mrs. Jones at Ashford Legal Services has not yet received an update of Brachers' costs. She will contact them again. The results of the PC's planning application should be known in early November.
- (d) Report on replacement of goal post The Football Foundation will only give grants for full-size senior posts if they are the socketed type. There was a choice between galvanised steel and aluminium posts. The steel ones were less expensive. The Clerk had written to the Club reps. to see if they had an opinion on this, but had not heard from them yet. Cllrs. thought that steel posts would be best.
- (e) To discuss whether to provide a kick-around area on the playing field & extn of footpath This would be discussed at the budget meeting.
- (f) Tree planting plan for Village Sign Green AH explained that this had been discussed informally at the dedication event and the opinion was that the original plan to plant several trees behind the line of the path was now not really appropriate especially as there is a mature hawthorn hedge which sets off the new seat and is not far from the path. Some people considered that a single oak would be better planted on the widest part of the grass between the path and pond. AH had contacted Mrs. Walker, one of ABC's Tree Officers, about this and she replied that she thought a different tree planting

scheme could be agreed if the PC support it. She would make enquiries about altering the S.106 agreement.

- (g) To discuss the need for maintenance schedules for PC property NS had suggested the PC should have maintenance schedules for PC property. This was something that would need further discussion. However, the Clerk did keep an up-to-date asset list which could be used as a basis for maintenance.
- (h) Sitting-out area near Park Farm entrance wall No revised plan had yet been received from Mr. Pyke. This will be raised at the Nov. planning meeting when Barton Willmore representatives will be present.

9. **Planning matters**

- (a) To consider any new applications since the meeting on 18.10. There were none.
- (b) To report decisions on applications by ABC received since the meeting on 18.10
St. Michael's Church To fell 2 fir trees (S)
3 Willingdon Two-storey flank extension after demolition of existing garage (S)

Regarding Tesco's amended application, TH had spoken to Mr. Kennedy who had written direct to ABC about the increase in the number of parking spaces in the rows nearest Redberry Rd. Kent Highways had requested a bus stop, but it was not certain whether this was instead of an existing one on Bluebell Rd. It had been agreed at the Oct. planning meeting to object to the length of the night-time period proposed during which deliveries were not allowed and to reiterate the PC's proposal of a restriction on deliveries between 2100 to 0700.

Hallam Land Management had sent a letter to local residents summarising comments made at their exhibition.

10. **Highway and footpath matters**

- (a) New crossing on Romney Marsh Rd. SB drew attention to the fact that there was still no proper crossing but only dropped curbs. It was thought that a Pelican crossing had been planned. The Clerk will check with Highways.
- (b) Traffic calming It was confirmed that the Clerk would make enquiries early next month about progress on this so that the PC could decide on further action if necessary at its Nov. meeting.
- (c) Verge in Merino Way SB reported that although this road had been adopted in the summer, the verge had never been cut. JH had reported this and the Clerk will also ask Highways for it to be cut.
- (d) Sightline from Pound Lane NS reported that the field hedge adjacent to Mill Hill needed cutting back as it is obscuring the sightline from Pound Lane. The Clerk will contact the farmer concerned.

11. **County Councillor's report** MA was unable to attend.

12. **Borough Councillors' reports**

- (a) Weald East Cllr. Bartlett was unable to attend.

- (b) Weald South Cllr. Davison was concerned about the poor quality of pothole filling and had spoken to Mrs. Wickenden about this. Highways could not reinforce the roads as they were short of funds and could only carry out temporary patching. The Police would be attending the State of the Borough debate. Cllr. Davison recounted an serious incident when the Police had failed to attend. He wished to ask if there was a Police Charter and if so, why it was not being adhered to. The LDF Core Strategy hearing may on 15th/16th Nov. but ABC had asked for it to be delayed until Dec. as their barrister was not available. Cllr. Davison read out ABC's comments on the Inspector's Note 3 regarding the fact that the developers had admitted that a third leg of the SMARTLINK service would require a substantial developer subsidy to avoid making a loss and that timing of a third urban extension at Kingsnorth remains a land supply/housing trajectory matter. Cllr. Hicks had nothing additional to report.
- (c) Park Farm North Cllr. Heyes was unable to attend.
- (d) Park Farm South Cllr. Wedgbury was unable to attend.
- (e) Washford Farm Cllr. Holland gave an update on the situation regarding some residents on Brisley Farm having to pay maintenance fees. Residents on one area of Brisley Farm had made him aware of a problem with a house being used for illegal purposes. He was trying to get action taken and it was agreed that the Clerk would write to Mr. Hill of ABC about this.
13. **Reports**
- (a) Kingsnorth Recreation Centre Management Committee Nothing further to report.
- (b) Kingsnorth Village Hall Committee There had been no recent meeting.
- (c) Kingsnorth Primary School Governors' meeting AH reported that parents now have the option of buying milk for their children at lunchtimes. Children under 5 already have it provided free if they want it. The school is working on a school travel plan and they are organising a walk on Weds, which appears to be most successful, so they are hoping to build on this enthusiasm. During the summer holidays air conditioning was installed throughout the new school building. A new room for specialist teaching groups has been created by re-organising space within the school. Swimming lessons have re-started now that the Stour Centre has opened. The PFA ran a hot dog stall on 13.10. when we the Village Sign and village hall festivities were held but uptake was disappointing. There will be a Bonfire Night run by the PFA on 3.11.
- (d) Furley Park Primary School Governors' meeting TH had been unable to attend a meeting which had been on the same night as the PC meeting.
- (e) Information Book Working Group Discussed earlier in the meeting.
- (f) Parish Forum meeting of 3.10 NS had attended the meeting at which a report on the study about the concurrent functions grant had been given. The topic of village envelopes had also been discussed.
- (g) PACT meeting of 10.10. TH said that a copy of the minutes would be circulated when received. The Police had not been able to attend.
14. **Village responsibilities** (a) Kingsnorth WI AH reported that it was hoped to re-start the Kingsnorth WI which would meet at the Queen's Head.

There being no other business, the meeting closed at 9.45 p.m.