

KINGSTON PARISH COUNCIL

Minutes of Kingston Parish Council Extra-ordinary Meeting held on Monday

12th August 2019 in The Barn, Kingston

Present: Cllrs. Martin (Chairman), Chatley, McWilliams, Pearson, Spencer, Stribbling

In attendance: Anne Griffiths (Clerk) and 1 member of the public

The meeting opened at 17.00 and the Chairman welcomed everyone.

1. Apologies and Approval of Absences

An apology was received from Cllr. Reeves who was working.

2. Declarations of interest

There were no declarations of interest for items on the agenda.

3. Public Forum

No questions or comments.

4. Minutes of previous meetings:

Draft minutes of the Extra-ordinary meeting held on 17th July had been circulated in advance of the meeting. It was agreed that they were a true record of the proceedings and that they be signed. Acceptance was proposed by Cllr. Stribbling, seconded by Cllr. Chatley, and passed. As an aside Cllr Martin mentioned the practice of Adisham Parish Council who agree some provisional dates in August should they be needed for Extra-ordinary meetings. This avoids the difficulty of finding dates at short notice. The Council thought this was a good idea.

5. Matters arising:

CA/19/01314/FUL: Proposed single-storey extension and dormer extension - 6 Whitelocks Close, Kingston CT4 6JG. Cllr. Martin has spoken to the immediate neighbours who have no concerns.

6. Planning decisions:

19/00981: Proposed single storey outbuilding following demolition of existing outbuilding Old Downs, Black Robin Lane, Kingston CT4 6HRG. GRANTED

19/01209/FUL: Proposed single-storey rear extension 144 The Street Kingston CT4 6JQ. GRANTED (on latest list)

7. Finance:

The VAT refund of £445.70 in respect of 2018-2019 has been received.

Bank statement July 2019, shows a balance of £21,589.38 including the VAT refund.

8. Councillor training:

Cllrs. Spencer and Stribbling had attended a Dynamic Councillor training session and gave feedback on their experience. Both thanked the Council for funding the training; both had enjoyed it and learned a great deal. Cllr. Spencer highlighted the stress which had been laid on correct procedure and ensuring that the Council conducted itself within its legal powers. Cllr. Stribbling stressed the width of powers the Council possesses and also the importance of due financial process in

matters such as obtaining quotes. Both Councillors were aware of the importance of the corporate nature of the Council. Cllr. Martin mentioned item 25 in Standing Orders which stresses that no Councillor may act alone without the authority of the Council: decisions and actions must be corporate. Mention was made of the publication *Clerk's Counsel*.

9. Maintenance work on the Embankment:

A schedule had been circulated showing quotations in respect of various works. Three decisions needed to be made:

1. the felling of three small trees on top of the Embankment
2. grass and brushwood strimming on either side of the footpath
3. the felling of three small sycamores at the foot of the Embankment

Discussion ensued as to whether the lowest quote should automatically be accepted. The possibility of volunteer labour was raised. The Council found it difficult to make exact comparisons between the quotations as the variations in the descriptions of the works covered made it difficult to be certain that like was being compared to like. However, on the principle of accepting the lowest quote, it was proposed by Cllr. Pearson and seconded by Cllr. Stribbling that Andrew Sage be awarded the contracts for works 1 and 3.

It was proposed by Cllr. McWilliams and seconded by Cllr. Chatley that Trevor Okebe awarded the contract for work s2. This was accepted unanimously.

10. Fete preparation for 7th September 2019:

Flyers would need to be distributed immediately after the Bank Holiday on 27th August. A schedule was agreed as to which Councillors would deliver to which roads. The flyers would need to contain all relevant information including procedures for collection and delivery of items. It was also agreed that items would be collected by volunteers working in pairs on 4th and 5th September. Donated items to be left at The Barn or in Cllr. Pearson's porch. Cllr. Martin showed the Council a 'Beebomb' and suggested that people could be asked to sponsor one as a means of increasing wildlife on the Embankment. She suggested an autumn/spring ceremony for scattering the bombs. After general discussion it was agreed that Cllr. Martin investigate further.

11. Matters for Future consideration:

Cllr. Martin reminded Cllrs. that items could be raised at this point for inclusion on the Agenda of the next meeting.

Closed Churchyards - Cllr. Martin will circulate the email she has received in respect of this and the matter will be discussed in September.

Accessibility Regulations for websites and GDPR need further discussion.

Cllr Pearson raised two issues: first, the need to make clear that the passing space near the bridge should be kept clear, there is often a car parked there; second, a bench dumped near the bus shelter is decaying and dangerous, her husband is willing to dismantle and the Council accepted his offer.

There being no further business, the meeting closed at 18.09.

12. Date of next meeting:

Kingston Parish Council meeting on 2nd September 2019 at 7.30pm in The Barn