

**Minutes of Kingston Parish Council Extra-Ordinary meeting – Wednesday 17th July 2019 in
The Barn, Kingston**

Present: Cllr Martin (Chair)
Cllr Chatley
Cllr McWilliams
Cllr Pearson
Cllr Stribbling
Cllr Spencer (Acting Clerk)

The meeting opened at 17.00 and the Chair welcomed everyone.

1. Apologies and Approval of Absences

Apologies were received from Ann Griffiths (Clerk) and Cllr Reeves.

It was resolved that Cllr Spencer should act as Clerk for the meeting - proposed by Cllr Pearson; seconded by Cllr Stribbling.

2. Declarations of interest

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

3. Planning Applications

**CA/ 19/01314/FUL: Proposed single-storey extension and dormer extension.
6 Whitelocks Close, Kingston CT4 6JG**

Councillors raised no objections in principle although asked that neighbours show consideration during the build by not blocking access to The Street. No comments have been received by residents.

ACTION: Cllr Martin will speak to immediate neighbours to ensure they have no concerns.

4. Footpaths

It was confirmed that PROW have cleared the following: Faggs Alley, CB273 and CB274. In theory, one more cut is due in August but this is still TBC.

It was noted that CB274 is badly rutted at the Bishopsbourne end and that a fence on the LHS is partially collapsed.

ACTION: Cllr McWilliams will speak to her contact at PROW directly about this and report back at the next meeting.

5. Trees and Hedgerows

a) It was confirmed that a notice of work has been made in respect of the maple tree on the 'bus shelter' triangle. It was stressed that no decision has been taken to fell this tree and that all options will be considered in terms of the work required to limit

intrusion/overhang onto the bus shelter and the highway. Alun Griffiths' advice has been sought.

b) An application has also been made to reduce (where appropriate) the 4/5 Silver Birch trees alongside Nailbourne Close/The Street (no man's land). Some trimming and grass cutting has already been undertaken by a resident.

ACTION: Cllr Martin will ask whether the grass can be added to KCC's Highways cutting List.

c) It was confirmed that Kent Highways has cleared hedges and overhanging branches in Church Lane.

d) It was noted that a future grant application is likely to be required in order to progress tree work. The Parish Capital Grants Fund is a possible source (30 September deadline). An Extra-ordinary meeting will be required in August to discuss quotes etc.

ACTION: It was noted that the new Clerk will be responsible for all future grant applications.

6. Finance

a) Cllr Martin reported that she has spoken with the residents of 3 Greenacre. The trees do not appear to have caused any direct damage or damp but the homeowners are perfectly entitled to cut back any intruding branches overhanging their land whenever they see fit.

ACTION: Cllr Martin will remind the residents of their right to tackle the overhang.

b) It was unanimously agreed that replacement safety glass should be purchased for The Barn noticeboard. The quote of £57.00 obtained by Cllr Chatley was deemed acceptable.

ACTION: Cllr Chatley to organise purchase.

c) Cllr Martin confirmed that an invoice for election expenses has been received, totalling £813.77. The payment of this was approved and a cheque duly signed.

7. Embankment

An on-site meeting was held on Tuesday 16th July. Alun Griffiths was in attendance.

The following was agreed:

- ½ meter minimum diameter is required around each tree. A quote should be obtained for clearing all weeds and brambles
- We should use weed killer that doesn't impact upon wildlife
- The path requires clearing
- 3 small trees have been identified as needing to be felled (spray painted by Cllr Reeves so that they are visible to all).

Prior his election onto the Council, Cllr Reeves would have undertaken this work.

However, in the interest of transparency and best practice, Cllr Reeves will be asked to quote again along with two additional businesses. This was agreed unanimously by all present.

ACTION: Cllr Martin will seek quotes.

10. Matters for Further consideration

Cllr Martin gave prior notice of the following items for discussion in September:

- Road and traffic issues in Kingston
ACTION: Cllr Martin to collate issues in readiness for the Council to decide an order of priority.
- Grant applications
- Footpath updates – who is responsible for what
ACTION: Cllr Spencer to collate.
- Policy documents – updated to ensure consistency
ACTION: Cllr Chatley to amend and circulate as and where necessary.

It was noted that the finger post on the bus shelter triangle remains broken.

ACTION: Cllr McWilliams to report this to Highways.

A polite request was also made for Councillors to send Agenda items to the Chair in advance rather than introducing them in an ad hoc manner during meetings.

The meeting closed at 18.00.