

KINGSTON PARISH COUNCIL

Minutes of the Extra-ordinary meeting held on Thursday 26th July 2018 in The Barn, Kingston.

Present:

Cllr Martin - Chairman
Cllr Pearson
Cllr Wakefield
Cllr Spencer
Cllr McCord (Acting Clerk)

There was one member of the public present.

Having thanked councillors for attending the Chairman opened the meeting at 3.00 pm.

716. Apologies and Approval of Absence:

Councillors received and approved apologies for absence from Cllr Osborn and Cllr Stribbling.

717. Declarations of Interests:

There were no declarations from Councillors.

718. Planning Applications:

: CA//18/01215 Proposed single story rear extension. Marleywood Bungalow, Marley Lane CT4 6JJ.

Members considered the supporting documents and felt that the proposal was a modest, sympathetic extension. The only concern was difficulty of vehicular access from Marley Lane during the construction phase and advice that heavy vehicles should approach from Turks Hill. It was **Resolved** that council would raise no objections.

719. Finance:

Councillors considered a Year to Date Finance Report covering receipt and payment transactions between April and July with an end balance of £16,329.25 (appendix 1). It was unanimously **Resolved** to accept the report.

720. Kingston Fete 1st September 2018:

The preparations for planning and running the Tombola stall were discussed in detail, including advertising, collection arrangements, the need for a float, and manning the stall. It was felt that the Fete was an ideal opportunity to raise the profile of Kingston Parish Council and the work on the Embankment, hopefully to gain parishioner involvement in autumn bulb and tree planting

721. Temporary Clerk Arrangements:

An advertisement had been placed on the KALC website, closing date 1st September. Cllr McCord had volunteered to act as Clerk/RFO in the interim and it was unanimously **Resolved** to accept that offer.

722. Matters for Further Discussion:

a) Abbreviated Minutes:

Concern had been expressed from some members of the public that the abbreviated minutes intended for the Village Magazine and Kentish Express were too brief, making them difficult to understand. Councillors felt that they gave pertinent points for further exploration in the full minutes available on the KPC website and noticeboard. For further discussion at the September meeting.

b) Faggs Ally Gate:

The Chairman reported that the new gate had arrived and that Council would need to obtain quotes for installation. For further discussion.

c) Selection Process for new Clerk:

Outline arrangements for shortlisting and an appointments panel were discussed. The general opinion was that while all councillors should be involved at early stages a candidate should not be faced with seven councillors at interview. For further discussion.

d) WW1 Remembrance day:

Councillors were appraised of developments and informed that a further village working party meeting is scheduled for early August.

723. Date and Time of Next Meeting:

As three further Planning Applications needed consideration before the next full meeting it was agreed that another Extra-Ordinary meeting should be held on **Monday 6th August 2018 commencing at 4.30 pm.**

Having completed the agenda the meeting was closed at 4.40 pm.

Kingston Parish Council
Year to Date Transaction Report

Appendix 1

Transaction Date	Transaction Type	Transaction Description	Payments	Receipts	Running Balance
		Balance Carried Forward			£ 10,686.87
12/04/2018	BGC	CANTERBURY CITY C BACS		£ 7,188.36	£ 17,875.23
13/04/2018	CHQ 639	V. McWilliams Salary & expenses	£ 208.00		£ 17,667.23
21/05/2018	BGC	CANTERBURY CITY C BACS		£ 2,605.42	£ 20,272.65
24/05/2018	CHQ 641	V. McWilliams Salary & expenses	£ 235.94		£ 20,036.71
25/05/2018	CHQ 647	MFW Payroll	£ 211.20		£ 19,825.51
07/06/2018	CHQ 630	R. Osborne Hall hire	£ 5.00		£ 19,820.51
12/06/2018	CHQ 642	KVHT Barn Hire	£ 59.95		£ 19,760.56
12/06/2018	CHQ 652	V. McWilliams AVM expenses	£ 179.58		£ 19,580.98
12/06/2018	CHQ 651	V. McWilliams Salary & expenses	£ 208.00		£ 19,372.98
12/06/2018	CHQ 653	KVHT CFF grant	£ 2,325.42		£ 17,047.56
14/06/2018	CHQ 650	Chapter & Dean Archives	£ 25.00		£ 17,022.56
14/06/2018	CHQ 649	A. Sage Grass cutting	£ 115.20		£ 16,907.36
22/06/2018	BGC	HMRC VTR XZV126000105283		£ 209.85	£ 17,117.21
25/06/2018	CHQ 648	J. Rule Internal audit	£ 100.00		£ 17,017.21
26/06/2018	CHQ 643	CPRE Subscription	£ 36.00		£ 16,981.21
29/06/2018	CHQ	V. McWilliams salary overpayment		£ 247.00	£ 17,228.21
09/07/2018	CHQ 646	KALC Councillor training	£ 72.00		£ 17,156.21
09/07/2018	CHQ 645	KALC Subscription	£ 236.26		£ 16,919.95
10/07/2018	CHQ 640	KPCC Donation	£ 25.00		£ 16,894.95
10/07/2018	CHQ 657	D. Martin Welcome & walks packs	£ 207.70		£ 16,687.25
18/07/2018	CHQ 654	Kingston Tree Care Embankment	£ 100.00		£ 16,587.25
19/07/2018	CHQ 655	Swale search & Rescue donation	£ 50.00		£ 16,537.25
24/07/2018	CHQ 656	V. McWilliams Salary & expenses	£ 208.00		£ 16,329.25
		Total for period	£ 4,608.25	£ 10,250.63	£ 16,329.25

Reconciled with Bank Statements on 24/07/2018