

## **Minutes of the Meeting of Kingston Parish Council held on Monday 2<sup>nd</sup> December in The Barn, Kingston**

### **Present:**

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

*1 member of the public was also in attendance*

### **1. Apologies and approval of absence:**

Apologies were received from Anne Griffiths (Clerk), City Councillor Sole, County Councillor Northey.

It was agreed that Cllr Spencer would act as Clerk (Proposed by Cllr Pearson; Seconded by Cllr Stribbling)

### **2. Reports from County and City Council members:**

City Councillor Sole sent a written update confirming that the recent Parish Council workshop was very well attended, providing a platform for the exchange of views between Parish Councils and the City Council. He also highlighted the City Council's plans to achieve carbon neutral status.

### **3. Declarations of Interest:**

None.

### **4. Public Forum:**

There were no questions.

### **5. Minutes of the previous Meeting:**

The minutes of the meeting held on the 4<sup>th</sup> November 2019 were unavailable due to technical issues. As such, the Clerk was unable to submit a report to the Parish Magazine. Review of the minutes will be deferred until the next meeting.

### **6. Matters Arising:**

Cllr McWilliams confirmed that she continues to champion there being a dog bin on the Embankment near Covet Lane and is pursuing this with Serco.

### **7. Planning Applications:**

19/02209: Proposed double garage, porch and use of existing garage as additional accommodation with new pitch roof together with alterations to windows and doors. 2 Whitelocks Close, Kingston CT4 6JG – There were no objections however it was noted that a polite request for consideration should be made respecting access to the Close (Proposed by Cllr Stribbling; Seconded by Cllr Pearson).

## 8. Planning Decisions:

19/01783/FUL - Proposed timber building 2 Whitelocks Close, Kingston CT4 6JG

**GRANTED**

19/01822/FUL - Proposed outbuilding in rear garden, 72 The Street, Kingston CT4 6JG

**GRANTED**

## 9. Finance:

### a) Payments:

Two cheques were authorised and signed:

A Griffiths - Clerk's salary

D Martin - Audit workshop

### b) Budget-setting for Financial Year 2020-21

i) The draft budget as discussed at the November meeting was approved  
(Proposed by Cllr Pearson, seconded by Cllr Stribbling)

ii) Parish maintenance: A healthy bank balance means that maintenance can be undertaken on the Nailbourne Close, Greenacre and bus triangle sites identified and discussed previously. Landscape Services is to undertake the work following a review of three quotes (Proposed by Cllr Stribbling; Seconded by Cllr Pearson)

iii) There was a lively discussion surrounding the Precept request for 2020 -21. Councillors are mindful that there will be no grant. A request of £12,500.00 will be made (Proposed by Cllrs Stribbling; Seconded by Cllr McWilliams). Councillors proceeded to vote 6-1 in favour of this amount. **Action: The Chair will undertake the necessary administration**

## 10. Revised Code of Conduct:

It was noted that ours needs to be in sync with that of the Principal Authority, and thus we shall await the further revisions expected to the City Council's Code of Conduct before amending our own.

## 11. Data Protection:

Cllr Chatley reminded all that website compliance is crucial. He has undertaken some preliminary research and identified local companies that can help. There would be an initial cost of approximately £500.00 plus an annual cost of approximately £100.00 for assistance. A domain name must be chosen. After a brief discussion, it was decided that:

KingstonpKent.org.uk = 1<sup>st</sup> choice

Kingstonpc.org.uk = 2<sup>nd</sup> choice

**Action: Cllr Chatley will undertake the particulars and commence the project (Proposed by Cllr Pearson; Seconded by Cllr Stribbling).**

**Action: Councillors were reminded to create their new email accounts if they haven't already done so.**

**Action: It was agreed that there should be a call for photos for use on the website placed in the Parish Magazine – anything that demonstrates the character of the village.**

**12. KVHT Playground Project:**

A successful awareness raising event had been held drawing people’s attention to the need for new playground equipment. The task of fundraising will dictate timescale of the project. The Parish Council has been asked to assist with the future purchasing of equipment on the basis that the Council can claim back VAT.

**Action: Cllr McWilliams will investigate the legalities of this.**

**13. KCC Parish Seminar re Highways:**

Attended by Cllrs Martin, McWilliams and Spencer. This was deemed very useful and a good way to build personal contacts. The management of Kent Highways was discussed along with the issue of speed and footpaths etc. Cllr Spencer was able to highlight the problems associated with CB274 with the relevant personnel.

**14. CCC Parish Councils' workshop:**

This was organised by CCC for rural parishes to help improve communications. It was deemed useful and may lead to regular sessions.

**15. Distribution List:**

An updated version was received by all Councillors

**16. Matters for further discussion:**

A further discussion about the Closed Churchyard proposal was deferred.

The meeting closed at 21.06

**Date of next meeting:** Monday 6<sup>th</sup> January 2020

L J Spencer  
Acting Clerk

Signed: .....

Date: .....