

Minutes of Kingston Parish Council Meeting held on  
Monday 5<sup>th</sup> March 2018 in the Barn, Kingston.

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Present:-  
Cllr Martin - Chairman  
Cllr Osborn – Vice Chair  
Cllr Pearson  
Cllr Spencer  
Cllr Wakefield  
Valerie McWilliams, Clerk

There was one member of the public present.

The Chairman welcomed everyone to the meeting after which she asked for any comments from the public.

County Cllr Northey attended the meeting and stated that 97% of buses were commercially or privately owned. KCC currently gets £6 million to subsidise rural transport, although they are expecting more cuts next year. He said there would be no changes to the rural bus services this year. KCC are looking into ways to improve the overall service for rural areas.

He said that pot holes were still an enormous problem around the parishes, particularly the A2 and it was necessary to keep reporting them. They would be logged and dealt with as soon as possible. If there were any hot spots, he suggested writing to Paul Carter or Mike Whiting at Kent County Council and reporting them.

City Cllr Cook reported that most of the cones and signs left behind by Highways had now been cleared away, if any were still found he would arrange for them to be cleared. He was asked about lorries parking on the illegal lay-bys and the amount of mess and damage thus created. He stated that there were one or two lorry parks that were not used as the drivers had to pay for them out of their own pockets not their firms.

He would arrange for the rubbish on the two illegal lay-bys on Bonny Bush Hill to be cleared, also on the slip road by Coldharbour Lane coming on to the A2.

## **1. APOLOGIES FOR ABSENCE**

Cllr McCord sent his apologies for absence, as he was not fit enough to attend following his recent operation

## **2. MEMBERS' INTERESTS**

There was no notification by members given of any pecuniary or discretionary interest in items on the Agenda

## **3. MINUTES**

The minutes of the meeting on 5<sup>th</sup> February 2018 were accepted as an accurate record. Acceptance of the minutes; proposed by Cllr Pearson & seconded by Cllr Osborn.

## **4. MATTERS ARISING**

The Clerk had spoken to Trevor Oku regarding the lawn mower currently stored in the Little Barn. He is still interested in possibly buying it and will look at it once he starts mowing the recreation field again. Cllr Martin asked if we should also get rid of the brush cutter as well. The Clerk will ask Trevor if he might be interested in buying it.

All action items had been executed.

## **5. FINANCE**

Lloyds Bank £11,938.03 (19 January 2018)

### **Payments Due**

Val McWilliams for 16 Hours worked in February at SCP2 per hour £10.50 = £168  
+ Office Maintenance £40.00=£208.00 plus Toner Giant (£60.39 +VAT £12.05)

Sub-total £72.44 TOTAL **£280.44**

Tree Care (Railway Embankment) £560.00

KALC Planning Workshop Training for Cllr Wakefield (£60 + VAT £12.00) Total  
**£72.00**

ACRK Subscription £50.00

### **TOTAL £962.44**

These figures were accepted for payment; proposed by Cllr Osborn and seconded by Cllr Spencer.

## **6. PLANNING**

18/00379 Variation of condition 02 (approved drawings) of planning permission CA/16/022272/FUL to proposed single-storey rear extension with accommodation in the roof space following demolition of conservatory to allow dormer windows to replace roof lights. Nailbourne Cottage, Bonny Bush Hill, Kingston CT4 6HT.

Councillors considered the application and had serious reservations about the dormer windows particularly on the South-facing side, as they would be more intrusive in overlooking properties on Church Lane. Councilors preferred that the Velux windows remained. The Clerk will write to CCC Development Team and let them know.

## **DECISIONS**

18/0004 Proposed garage following demolition of existing garage. The Old Rectory, Church Lane, Kingston, CT6 6HY GRANTED

Appeal under section 174. Land north side of Marley Lane (adjacent Marley Wood Bungalow) Marley Lane, Kingston, CT4 6JJ Appeal heard on 25 January 2018 in The Guild Hall, Canterbury. Awaiting decision

## **7. TREES UPDATE ON RAILWAY EMBANKMENT**

The Tree Surgeon has finished the stump grinding in preparation for the planting session; Kent Men of the Trees are currently researching the availability of suitable trees to be planted in April. More trees will be planted in the autumn. Alun Griffiths will come along to assist with the planting.

The water butt has still to be fixed in place before it is filled.

The Clerk has contacted Viridor who are happy to consider an application for a grant towards the second half of the project. Once we have three quotes to do the work, the Clerk will submit an application.

## **8. GENERAL DATA PROTECTION REGULATIONS**

The new GDPR will come into force on 25 May 2018. The Clerk has been informed by KALC about the Satswana Online Services Contract Roles. This is an external Data Protection Officer service provider and their service is designed to provide for an organisation that might be described as having 'a minimal data risk profile with a fractional DPO service where it is legally required because they fall within definitions of the Freedom of Information Act'. She has registered an interest with them but was advised by KALC to wait for further details.

Satswana intends to meet up with Parish Councils fairly soon to discuss the way forward. There would be a charge for their services.

Cllr Martin asked Councillors to identify any data they were holding as the first stage of a Council audit of data which could be subject to GDPR. The initial list would be circulated and re-visited at the next meeting.

## **9. HIGHWAYS AND FOOTPATHS**

Cllr Pearson had reported that there was a fallen tree lying across the Bridleway running from The Street down to Covet Lane. The tree is over hanging the bridleway but is not on the ground. The Clerk will find out who owns the field and ask him to get the tree looked at.

Potholes have unfortunately returned. Highways will be dealing with them as quickly as possible once the weather improves.

## **10. WELCOME PACK UPDATE**

Cllr Martin presented a mock up of the revised Welcome Pack and stated that there were a few details such as maps and photographs that still needed completion.

Cllr Martin had worked out the cost of copying and producing the Pack and presented the Council with two options. It was agreed to take advantage of any economies of scale in photocopying, especially for pages containing colour.

Councillors were pleased with the revised version of the pack. The village walks are also currently being updated and retyped.

## **11. TRAINING**

Councillors were asked to consider a draft Training Policy which will be finalized at the next meeting. The Clerk was asked to contact KALC and ask if they could publish their list of training opportunities further in advance.

## **12. LITTER PICK**

The litter pick due on 3<sup>rd</sup> March was cancelled due to bad weather. It will be rearranged for Saturday 17<sup>th</sup> March. Cllr Spencer hopes to have 10 volunteers again. The Clerk will contact CCC and let them know. The bags will be left by the bus shelter at the bottom of The Street after the event. The Clerk will contact Serco and ask them to collect them on Monday 19<sup>th</sup> March.

## **13. KENT SPEEDWATCH**

The Clerk had contacted Alan Watson with regard to meeting the Council. He would be happy to come over and discuss how worthwhile it would be to adopt the scheme, as we are such a small village. The Clerk will ask him to come and meet the Council in April.

## **14. 100<sup>th</sup> ANNIVERSARY OF THE END OF WORLD WAR ONE.**

Councillors felt strongly that they would like Kingston to honour the event in line with the rest of the country. Various ideas were discussed which could be incorporated into a Commemoration including the timing, a visual display and a communal gathering.

It was agreed to revisit the existing research on the casualties which is in the Church and perhaps acquire further detail to inform planning.

## **15. HIGHLAD COURT DEVELOPMENT**

Bridge PC held an extraordinary meeting the week before last when Mr. Cracknell from Mark Quinn Estates and Highland Investment Company presented revised proposals for Highland Court. There is to be another public consultation/presentation on Thursday 22 March at 7.30pm in Bridge Village Hall and on the morning of Saturday 24 March in Bekesbourne Village Hall. Some changes to the plans have been made, and it appears that HICO is intending to submit formal plans to CCC in early summer.

## **16 GENERAL CORRESPONDENCE**

Clerks & Councils Direct

### **Emails to All**

Community Governance Review – witness sessions

South East Water

UK Power Advice

GDPR update and new NALC TOOL KIT

Latest Bulletin of NALC Chief Executive

Litter Pick

Membership Training Survey 2018

Local Government ethical standards

Stake holder Consultation dead line 15 May 2018

Police Report

It was agreed that there was no need to attend the witness sessions following the Community Governance Review as they really only concern parishes with boundary changes as Kingston does not have any changes.

All the correspondence has been circulated amongst the Councillors and the necessary action taken.

## **17. ANY OTHER BUSINESS**

Cllr Martin attended the Little Stour and Nailbourne River Group meeting and learned that Kent Highways is moving to a District by District programme of cleansing the drains and inspection of the chambers. The programme will begin in April in Canterbury. Both The Street and Church Lane in Kingston are scheduled in April, so once the precise date is known, it will be important to make sure that there are no cars parked over the drains which could impede the work.

There was no further business. The meeting closed at 10pm.

## **18. DATE OF NEXT MEETING**

Will take place on Monday 9<sup>th</sup> April 2018 at 7.30pm in The Barn.

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