

# KINGSTON PARISH COUNCIL

Minutes of Kingston Parish Council Meeting held on  
Monday 7 October 2019 in the Barn, Kingston.

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

Also present: Anne Griffiths (Clerk), four members of the public

The meeting opened at 19.30.

- 1. Welcome and introductions:** The Chairman welcomed everyone and asked members of the Council to introduce themselves to the owner of 72 The Street who was attending for the first time and was happy to reply to any questions about his planning application which arises later on the Agenda.
- 2. Apologies and approval of absences:** Apologies had been received from Councillor Reeves who was working and from City Councillor Michael Sole.
- 3. Reports from County and City Council members:** Councillor Sole had submitted a report in advance, a verbatim copy of which had been provided and is attached to these Minutes. The Chairman referred to a recent article in the Kentish Gazette discussing the possibility of charges being levied on the emptying of domestic garden waste wheelie bins. It was agreed that she would write to Councillor Sole and express the concerns of the Council at such a proposal.  
*Action point 10/19/1*
- 4. Declarations of Interest:** None declared.
- 5. Public Forum:**
  - i. The issue of fly-tipping in Poor Start Lane was raised. It was agreed that Councillor McWilliams would report the matter.  
*Action point 10/19/2*
  - ii. The condition of Marley Lane was raised, but discussion deferred until the Agenda item on the subject.
- 6. Minutes of previous meetings:** the draft Minutes of the meeting on 2 September 2019 were presented for approval and were accepted as an accurate record of the meeting. Acceptance proposed by Councillor Chatley, seconded by Councillor Pearson, and approved unanimously. The Chairman signed the Minutes.

## **7. Matters arising:**

- i. Councillor Chatley raised the issue of the recording of Action points. He had proposed a system in a recent email circulated to the Council. Action points should be recorded in the Minutes in the format 10/19/1 and followed up under Matters Arising at the following meeting. This was agreed unanimously.
- ii. The Chairman suggested that discussion of the closed churchyard be deferred to the November meeting when, hopefully, there would be a full Council present and as the budget will be discussed at that meeting.
- iii. The broken step on the Embankment on footpath CB275 has not yet been repaired, but has been noted.
- iv. Transparency Code - Councillor Chatley reported that he has inserted all the necessary amendments to update the Code and all that remains to be added is a new front page.
- v. The Chairman reported that shortly after the last meeting she received a list of all roadworks proposed throughout Kent for 2019-2021. The only Kingston road mentioned is Marley Lane. The work proposed is strengthening of the embankment and extension of the retaining wall to prevent collapse.
- vi. The proposed application for a grant from the Parish Council Capital Grants Fund in respect of tree work had been drafted but not submitted as the Chairman had not received any quotations for the work.
- vii. The tombola stall at the Fete had raised £186. There was some discussion of the size of the table used and the method of allocating tickets. Councillor Spencer suggested that thanks be noted to all those who helped.

## **8. Planning applications:**

- i. 19/01822 proposed outbuilding in rear garden 72 The Street, Kingston CT4 6JG – papers had been circulated in advance of the meeting. The Chairman invited comments. Discussion ensued. Councillor McWilliams raised concerns about the size of the proposed outbuilding. A show of hands was called for, five in favour of supporting the application, one abstention.
- ii. 19/01783 proposed timber outbuilding 2 Whitelocks Close, Kingston CT4 6JG – papers had been circulated in advance, all in favour of supporting the application.

## **9. Planning decisions:** 19/01603 proposed single-storey rear extension Old Boundary Cottage, Covet Lane, Kingston CT4 6JT – this application has been granted.

## **10. Finance:**

- i. Schedule of payments: the Chairman went through the Schedule explaining each payment. Councillor Pearson proposed that the Schedule be accepted and the payments made, Councillor Spencer seconded, agreed unanimously. Cheques and invoices were signed.
- ii. The Chairman presented a year to date expenditure report and half year summary. After discussion and explanation of the red entries on the statements, Councillor McWilliams proposed acceptance, Councillor Stribbling seconded, and acceptance was unanimous.

**11. Draft maintenance plan:** The Chairman ran through the draft Maintenance Plan reporting on which matters had been completed for the time being and which still required attention. Suggestions were made as to possible sources of financial help for specific sites including UK Power Networks and the Black Robin public house. Some of the items, including tree work, require considerable budgetary provision and will come before the November meeting when the budget is discussed.

**12. Road Issues:** The Chairman had received a letter from Barham Parish Council suggesting co-operation between local Councils in applying for a Traffic Regulation Order and requesting better signage to deter heavy lorries from using minor roads in the area. The letter had been circulated in advance. The Council agreed unanimously to support the initiative in principle, but thought that further information was needed in respect of costs, apportionment of costs, location, etc. The Chairman mentioned that she and the Clerk had been invited with other parishes to a meeting with Gomez, the date of which is yet to be fixed, to discuss traffic issues.

**13. Update on Data Protection:** Councillor Chatley stated that he has further policy documents to update and suggested that the Financial Regulations should be the next to be considered. They will be placed on the Agenda for the next meeting. He also gave an account of his correspondence with Clive Powell of KALC in respect of the forthcoming accessibility regulations in relation to websites. It was also noted that the Councillors should have designated email accounts for Council business. The Clerk agreed to circulate instructions on setting up such an account.

*Action Point 10/19/3*

**14. Matters for further discussion:** The following matters were raised: Welcome Pack – to be discussed at the next meeting; allocation of Councillors' responsibilities – to be discussed at the December meeting; inappropriate parking by lorries on grass verges; the possibility of ordering and planting of five free Mountain ash trees on the Embankment. The Clerk pointed out that matters not mentioned on the Agenda could not be discussed until a subsequent meeting. The purpose of this item on the Agenda is to flag up matters for future discussion, not to allow the introduction of new business. Any Councillor wishing to place a matter on the Agenda should notify the Clerk. However, on this occasion as the possibility of obtaining free trees had been discussed at a previous meeting, it was agreed that the order be placed and that planting be discussed at a future meeting.

**15. Correspondence/Emails received:** The Chairman reported that she had received a request for another dog waste bin at the Covet Lane end of the footpath.

The meeting closed at 21.25.

## Parish Council Report from Mike Sole – October

Increases in traffic, both current and projected are focussing minds at all levels of government.

Bridge continues to experience issues around illegal and inconsiderate car parking. I am meeting with the council senior transportation officer on site in Bridge to review current restrictions, review the problems and discuss enforcement.

New projections are showing the impact of the Canterbury ring road that will get significantly worse with thousands of new homes in the pipeline – it's not as if that couldn't have been anticipated. Proposals are being considered to alleviate this. The new slip road off the A2 at Wincheap and the expansion of the park and ride continue to be discussed and debated by councillors.

If we should leave the EU [on 31 October](#), especially without a deal, then we are told to expect a knock-on effect as vehicles queue up to cross the Channel. No one can predict the exact level of disruption but if the roads around Dover & Folkestone are congested it will disrupt the Stagecoach buses that serve Nailbourne as well as those seeking to go about their normal daily routines. If lorries are diverted to be held at Manston Airport it will disrupt the Serco trucks that travel there to be emptied. Lorry drivers seeking to avoid the planned diversions will no doubt find themselves travelling through our villages and country lanes even more than usual as well as parking up for sometime. I understand from KCC that they will be able to call on the police and the army if required – whether or not that is reassuring I shall leave to you to decide.

Although the A2 has been recently cleaned of litter problems around fly-tipping and other rubbish in both official and unofficial lay-bys continues to be a problem. I have requested some more covert cameras at fly-tipping hotspots in the ward.

I have sent details of the Lord Mayor's Christmas parcel scheme through to the parishes – if anyone knows of a suitable recipient please let me know. (mike.sole@councillor.canterbury.gov.uk)