

Minutes of Kingston Parish Council Meeting held on  
Monday 5<sup>th</sup> September 2016 in The Barn, Kingston.

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Present:-

Cllr Martin - Chairman  
Cllr Osborn – Vice- Chair  
Cllr Arter  
Cllr McCord  
Cllr Pearson  
Cllr Spencer  
Valerie McWilliams, Clerk

There were 2 members of the public present.

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

A member of the public reported that BT had put up a notice in the public telephone kiosk in Church Lane stating that if they had heard nothing to the contrary the kiosk would be removed within 40 days. In the past BT had offered to sell the kiosk to the Council for £1.00. The Council did not take up the offer but wished for the kiosk to remain. Some Councillors were reluctant to let the Kiosk go and asked the Clerk to write to BT to get more details and ask if it would still be possible to purchase the kiosk for £1.00 if they wished to do so.

Another member of the public stated that the bus shelter at the bottom of The Street, was looking very shabby and in need of some maintenance. Once the trees on the triangle had been dealt with maintenance for the bus shelter will be considered.

City Councillor Simon Cook attended the meeting, and stated that there was not much to report as things had been quiet over the summer. The two things he highlighted were the forthcoming RAMP meeting on the 19th September - advance notice of questions would be appreciated - and whether or not the parish council wished to make a consultation response to the M20 lorry park. Councillors may not have views as to whether the site is appropriate but may wish to comment about the increasing number of lorries parking in lay-bys.

The document can be located on:-

<https://highwaysengland.citizenspace.com/he/managing-freight-vehicles-through-kent>

## **1. APOLOGIES**

County Cllr Michael Northey & Cllr Walsh both sent their apologies for absence due to holidays.

## **2. MINUTES**

The minutes of the meeting on 6<sup>th</sup> July 2016 were accepted as an accurate record. Acceptance of the minutes; proposed by Cllr McCord & seconded by Cllr Arter.

## **3. MEMBERS' INTERESTS**

Cllr McCord declared a Other Significant Interest relating to Item 5 on the agenda. There was no other notification by members given of any pecuniary or discretionary interest in items on the Agenda.

## **4. MATTERS ARISING**

Cllr Arter reported that the owner of 29 The Street, had contacted him regarding the overhanging branch which was still causing him concern. It was agreed to ask the tree surgeon to remove it.

The Clerk confirmed that the steps on footpath CB 275 leading down to Bishopsbourne had been repaired.

Fitting a lock onto the notice board outside The Barn had still not been done. The Clerk will chase.

## **5. FINANCE**

**Lloyds Bank** £9,233.38

### **Payments Due**

Val McWilliams for 32 Hours worked in July/August at SCP 20 at £10.50 per hour = £336.00 plus 4 hours extra funding from Government Grant £42.00 Office maintenance £80) Toner Cartridge (35.82 +VAT £ 7.16) Total £42.98

**Total £500.98**

Came & Company Insurance £613.82

Andrew Sage Grass Cutting 4 cuts @£24 per cut = £96.00

Sambucus (Share of setting up new computers) £80.00 **Paid 2/9/2016**

Val McWilliams New Laptop (£333.33 +VAT 66.00) Total £399.00

Mouse £9.99 +VAT £1.91 Total £ 11.99 = £410.09 **Paid 16/08/2016**

**Total £1,700.89**

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

The CFF 4 year funding forecast application was presented to the Council. The Clerk had initially added the maintenance cost of the two trees on the triangle at the bottom of The Street, but has since had to withdraw it because CCC felt that KCC was responsible for the land. The Clerk will go back to Highways asking them again to attend to the trees. It is a grey area as the Parish Council did plant the trees about 45 years ago without mentioning it to KCC. Apart from a small typo to be corrected the Council accepted the forecast application which was agreed by all.

The Chair went through all the financial documents, including the Annual Schedule of Financial Activity and the Asset Risk Register. The Chair agreed to add any changes deemed necessary to the documents.

There were no additional finance questions to the Clerk from Councillors

## **6. PLANNING/TREES**

CA/ 16/02062/FUL Proposed two-storey east extension. The Granary, Ilenden, Kingston CT4 6HP. This application was considered by the Council who were in agreement that there were no objections to the proposal. The Clerk will let CCC know.

CA/1602054/TPO. TPO No 5 1996, take down to ground level 1 Sycamore tree. 62 The Street, Kingston, CT4 6JE. There were no objections to this proposal. The Clerk will let CCC know.

CA/16/ 01246/FUL Proposed detached two-storey dwelling Land adjacent to The Old Forge, Church Lane, Kingston CT4 6HX WITHDRAWN

CA/16/01413/FUL Single-storey extension and alterations to the roof to provide first floor living accommodation and conversion of detached garage to provide office and gym. (Revised scheme) 18 The Street, Kingston, CT4 6JB GRANTED

CA/16/01315/FUL Proposed dormer windows to front elevation. 1 The Street, Kingston CT4 6HZ. GRANTED

CA/16//01128/FUL Erection of detached garage with studio above following demolition Black Robin Lane, Kingston CT4 6JJ GRANTED

CA/16/01007/FUL Erection of two-storey side extension with dormer windows to front. Tremaine, 1 Greenacre, Kingston CT4 6JF GRANTED

CA/16/00760/FUL Single-storey extension to rear of farmhouse, single-storey to

side and rear of outbuilding with internal and external alterations and landscaping. Ileden Farm House Ileden Kingston CT4 6HP.GRANTED

CA/16/ 01125/FUL Erection of single-storey side extension. The Barn, Marley Lane Kingston CT4 6JJ Awaiting decision

CA/16/00700/LUE Certificate of existing lawful development in respect of use of land for a sui generis community use. "The Quiet View" and associated structures/users. 146 The Street, Kingston CT4 6JQ. Awaiting decision

CA/16/0059/LUE Certificate of existing lawful development in respect of installation of five dormer windows to the front elevation. The Barn, Marley Lane, Kingston, CT4 6JJ. Awaiting decision

## **TREES**

The Railway Embankment. The Clerk has put in a bid to RAMP for a grant of £2,000.00 to enable work to begin on the centre piece of the embankment. If successful it might be possible to get the Oak trees planted this year. A decision will be made on 19<sup>th</sup> September.

The owner of the fence on the south side of the bank has granted permission for it to be taken down to allow the tree surgeon space to remove dead wood off the embankment.

The Clerk is approaching other sources for financial backing for the project.

The weeds and nettles leading up the steps from the Playing Field have now been cut back and the ground will be sprayed shortly after which consideration can be given to what shrubs or bulbs would be suitable for the area.

The Clerk has approached our insurance broker to ascertain liability if an accident should occur whilst volunteers or councillors were working on the bank. They confirmed that provided that they were working for the Council they are covered by our Employers and Public Liability Policy.

## **7. HIGHWAYS & FOOTPATHS**

Cllr Pearson expressed concern about the amount of weeds and nettles growing at the start of footpath leading through to Bishopsbourne. It was felt that it was the owner's responsibility to keep the land clear. Cllr Pearson was approached by a family member of the land stating that she did not agree that it was their responsibility. The Clerk will contact PROW and then write to the owner of the land concerned.

## **8. DATA SECURITY**

Cllr Osborn had produced an Information Security document explaining how the Council will meet its obligations under the Data Protection Act (1998); a copy was distributed to the members of the Council.

Cllr McCord had to leave the meeting as he was feeling unwell.

## **9. COUNCILLORS RESPONSIBILITIES**

The Chairman pointed out the changes that we might expect in the coming months following the KCC published paper regarding the Devolution Position Statement. Devolution is coming driven by the increasing cuts in government funding that have been and will continue. More and more responsibilities will be put onto Clerks and Councillors, with particular impact in the smallest parishes. Consequently Kingston Parish Council needs to create some 'spare capacity', with responsibilities satisfying two key questions on need and relevant direct service to the community.

The Chair went through the existing list of responsibilities and the following were agreed:-

Cllr Martin; Flood Warden, Emergency Planning & Concurrent Finance Funding.

Cllr Osborn; Trees, Website & NhW.

Cllr Arter; Trees, Deputy Flood Warden.

Cllr Spencer; Footpaths & Environmental Issues.

Cllr Pearson; KALC & Footpaths

Cllr Walsh; Highways & Deputy Flood Warden

As Cllr McCord is currently unwell the Council felt he should be relieved of any responsibilities for the time being in order for him to concentrate on getting fit and mobile again. The Clerk will write and let him know.

## **10. HOEY AINSCOUGH MEETING FOR COUNCILLORS & OTHERS**

Questionnaires had been sent out to councillors and trustees both past and present. It is hoped that they would get them filled in and sent back to Hoey Ainscough by the end of September.

A one to one drop in clinic has been arranged for Tuesday, 4<sup>th</sup> October 2016. The Clerk had pencilled in The Barn for that date but Councillors felt it would be better to hold the meeting at Barham Village Hall rather than Kingston. The Clerk will arrange times and details which will be sent out nearer the time. Anything said or written to Hoey Ainscough will be highly confidential.

## **11. CORRESPONDENCE**

Countryside Voice Summer 2016

### **Emails sent to all**

Rural Vulnerability

Local Transport Plan

RAMP Meeting 19<sup>th</sup> September 2016

Parish News

All correspondence has been circulated amongst Councillors

## **12. ANY OTHER BUSINESS**

The Clerk reported that she had heard from the Ramblers Association who had offered to help in maintaining the footpaths in our area. The Council were delighted with the suggestion. The Clerk will write to the Association and get more details

Cllr Spencer stated that the graffiti on the wall at Cold Harbour Lane had not been cleared. The Clerk had approached KCC who claimed it was CCC's responsibility who said it was not. It was definitely Highways England's duty to clean it up.

City Cllr Simon Cook said he would take it up with KCC.

The meeting closed at 9.40pm

## **13. DATE of NEXT MEETING**

The next meeting will take place on **Monday October 3<sup>rd</sup> 2016** at 7.30pm in The Barn.