

# KINGSTON PARISH COUNCIL

Minutes of Kingston Parish Council Meeting held on  
Monday 2 September 2019 in the Barn, Kingston.

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

Also present: Anne Griffiths (Clerk), Mike Sole (City Councillor), two members of the public

The meeting opened at 19.30 and the Chairman welcomed everyone.

**1. Welcomes and introductions:**

The Chairman welcomed and introduced PCSOs Coyle and Burningham who had requested the opportunity to speak to the Council about their work in the area. They outlined their responsibilities and welcomed questions. Topics covered included their geographical remit, the chain of information when matters were reported by calling 101, the possibility of channelling concerns via the PCSOs as well as reporting actual incidents, and methods of getting to know the communities. A monthly report is produced for each area. The current one showed no concerns in Kingston itself. PCSO Burningham offered to forward the report each month to the Clerk. The Chairman thanked them for their attendance and information

**2. Apologies and approval of absences:**

Apologies had been received from Councillor Stribbling who was on holiday and from County Councillor Michael Northey.

**3. Reports from County and City Council members:**

- i. Councillor Northey had contacted the Chairman and noted that there was very little to report at this time, although he anticipated that this would change in the near future.
- ii. Councillor Sole gave a report, a verbatim copy of which had been provided and is attached to these Minutes. Councillor Pearson stated that she would be unable to attend the next meeting of the Rural Forum and the Chairman agreed to go in her place.

**4. Declarations of Interest:** None declared.

**5. Public Forum:** the issue of publication of the payments schedule was raised and discussed.

**6. Minutes of previous meetings:** two sets of Minutes were presented for approval: i.

- i. 1 July 2019 – the Chairman outlined the contents of the Minutes as the meeting had taken place some time ago. The Minutes were accepted as an

accurate record of the meeting. Acceptance proposed by Councillor McWilliams, seconded by Councillor Chatley, and approved unanimously. The Chairman signed the Minutes.

- ii. 12 August 2019 – the Minutes of the Extra-Ordinary meeting were accepted as an accurate record of the meeting. Acceptance proposed by Councillor Pearson, seconded by Councillor Spencer, and approved unanimously. The Chairman signed the Minutes.

**7. Matters arising:**

- i. Councillor Chatley pointed out that the Minutes still did not include action point numbers. This should be done in future.
- ii. The Chairman reported that contractors had been clearing footpaths and cutting back, but a step on the Embankment on footpath CB275 to Bishopsbourne is broken, and has been reported.

**8. Planning applications:** 19/01603: Proposed single-story extension, Old Boundary Cottage, Covet Lane, Kingston CT4 6JT – papers had been circulated in advance of the meeting. The Chairman invited comments. Councillor Pearson pointed out that the proposed extension would not be very noticeable. It was agreed unanimously that there were no objections to the application. The Chairman will put a comment to that effect on the website.

**9. Planning decisions:** 19/01209/FUL Proposed single-storey rear extension, 144 The Street, Kingston CT4 6JQ – this application has been granted.

**10. Finance:** Schedule of payments: the Chairman went through the Schedule explaining each payment. She had received an invoice for £646.80 from Andrew Sage after preparation of the Schedule. It was agreed that she should write the cheque immediately. It was noted that work on one small tree was still outstanding. Cheque 682 had previously been issued to Andrew Sage in respect of an earlier invoice, but the cheque had gone astray. It will therefore, be cancelled and reissued. Councillor Pearson proposed that the Schedule be accepted and the payments made, Councillor McWilliams seconded, agreed unanimously. Cheques and invoices were signed.

**11. Closed Churchyard:** correspondence and an information paper on adoption of closed churchyards had been circulated in advance. A long discussion ensued, covering - in the main - concerns about risks and costs. It was agreed to return to the subject at a later meeting.

**12. Acceptance of Transparency Code:** Discussion deferred pending Councillor Chatley checking the Code for changes.

**13. Road and Traffic Issues:** The Chairman had circulated a paper in advance of the meeting. A long discussion ensued and the following

additional points were raised:

- i. Bonny Bush Hill – needs repair work
- ii. Covet Lane – speeding remains a concern
- iii. Councillor Spencer requested that the Council consider the CPRE documents on quiet lanes
- iv. Councillor Martin stated that she has photographs of some problematic sites in the village provided by various people
- v. Parish Highways Improvement Plan – general discussion of road improvements needed. Concerns centred around Marley Lane, Turk's Hill, and Jesse's Hill. It was suggested that Marley Lane was the most urgent because it has more houses. Councillors Reeves and McWilliams had taken photographs of some of the sites and the Chairman asked for a sample of them.

**14. Possible grant application for tree work:** a letter had been received from Alan Griffiths of The Kent Men of the Trees saying that the two trees on the bus shelter triangle are valuable and should not be taken down, but rather pruned, their crowns lightened, etc. Councillor Reeves had received an email from the City Council suggesting the same. He will forward this to the Chairman. Thus, it is clear that these trees should not be removed.

It might be possible to make an application to the Parish Council Capital Grants Fund for assistance with this work and dealing with the overgrown trees by Nailbourne Close. The deadline for an application is 30 September. The Chairman has contacted Stacey Wells, the Commissioning Projects Officer, for general information and she has offered to brief new Clerks on such issues. It was agreed that an application would be made for a grant. Councillor Pearson proposed, Councillor McWilliams seconded, and the proposal was agreed unanimously. Councillor Reeves will give the Chairman details of the work needed and she will invite three quotations – from Councillor Reeves, Tony Hart-Lee, and Keith Tate.

Other areas also need attention. It was suggested that the Black Robin public house might fund the clearing of scrubland.

**15. Fete preparation:** final details were discussed including collection of items, raffle tickets, and a list of those Councillors – Councillors Spencer, Martin, Chatley, and McWilliams - who would be free on the day to assist

**16. Matters for further discussion:** The following items to be discussed at future meetings: the Information Commissioner's Office's advice to Parish Councils, the possible preparation of a Neighbourhood Plan, and compliance with the website accessibility regulations. The Chairman reported that the judge for the Kent Men of Trees competition that the Council had entered visited the previous week. The results are awaited.

The meeting closed at 21.33.