



# KINGTON PARISH COUNCIL

## Minutes of the Meeting of the Council

Monday 6<sup>th</sup> June 2022 at 19:30

### Present:

Cllr Davina Martin (Chair); Cllr Gina Pearson; Cllr Vince Stribbling; Cllr Val McWilliams; Cllr Laura Spencer; Cllr Mike Sole; 3 Members of the Public; Mr Christopher Howard (Clerk)

#### 1. Apologies and approval of absences:

In the absence of the Chair Cllr Chatley, as vice-chair of the Parish Council, Cllr Martin took charge of the meeting. Cllr Martin welcomed everyone present and stated her thanks and gratitude to all whom helped and attended the Platinum Jubilee celebrations in the village. Cllr Stribbling mentioned his wish that Cllr Pearson be mentioned by name due to being the main organiser of the event and for purchasing the food and drink.

Cllr Martin asked for apologies for absence. Apologies received and accepted from Councillor Paul Chatley (Holiday) and Councillor Steve Reeves (Illness).

#### 2. Minutes of previous meetings:

Minutes of the Ordinary Meeting held on Monday, 9<sup>th</sup> May 2022 was approved as true a record, proposed by Cllr Spencer, and seconded by Cllr Pearson.

#### 3. Declarations of interest:

None received.

#### 4. Public Forum:

Members of the Public in attendance were afforded the opportunity to ask a question or make a statement. One member of the public asked if the Parish Council had given consideration for the Platinum Jubilee beacon to be loaned, for a fee, to local villages or persons should they want it for an event. Cllrs stated that this was a good idea and that it is something that they would think about and be open to.

Another member of the public asked about whether the Parish Council would be thanking, and possibly reimbursing, a resident in the village regarding a large Union Flag that they believed had been donated to the Parish Council for the Platinum Jubilee event. There was confusion however, as Cllr Martin stated that she believed the flag had been loaned, for free, for the purposes of the event, and that the resident had already owned the flag and not specifically purchased it solely for the event, nor donated it. Cllr Spencer offered to message the resident to clarify whether the flag was donated or loaned for the purposes of the event and would also thank them for it.

*Cllr Spencer to message resident regarding the Union Flag and inform the Parish Council of the response*

It was also asked why there was no beer tent when it had been suggested in the lead up to the event. Cllrs Martin and Pearson stated that this was because the resident who was going to run the tent, firstly did not have a tent, and secondly did not have the appropriate licenses to enable him to sell alcohol at the event, however they did take the business decision to give Pimm's out for free to those in attendance.

#### 5. Reports from County and City Council members:

Cllr Sole's monthly report was received and circulated to Councillors prior to the meeting and uploaded onto the Parish Council website and Facebook page, where it is available to the public to view. Cllr Sole wished to add a few extra items to the report. He stated that he had attended nine Annual Village

meetings, but unfortunately due to the Annual Meeting at CCC, he was unable to attend Kingston's. He stated that he is heavily involved in championing both PROW and the buses and try to prevent as many financial cuts as possible regarding them.

Cllr Sole stated that regarding the buses, CCC have cut the budget by £2million. This decision has not gone down well with many city councillors. The only bus that effects Kingston is the Number 17, which it is planned for the evening services (i.e. the last two services) to be stopped. Whilst no decision has been made yet, it is thought to be highly unlikely that it will be retained, but he will find out in two weeks.

Regarding the fly tipping along Westwood Road, Kingston, this has been reported and will be cleared soon.

Cllr Sole stated that KCC Highways have created a new team to deal with Highway Improvement Plans countywide, rather than localised teams. Cllr Sole is continuing to fight to reduce speed restrictions within his area and will look at trying to get Valley Road around the Black Robin PH lowered due to the severity of the bends.

Cllr Sole briefly discussed the processes that are gone through to bring a speed limit down. With this, KCC will measure the current speed of the road, along with possible traffic calming measures, to see if the general speed of the road is far below that of the current speed limit. A speed limit on a road will only be reduced if the average speed of users on the road show that a reduction is needed. A speed limit tends to not be enforced and is more of a guidance for the speed the road safely allows. There is the possibility that KCC will ask for help funding this from Parish Councils. Cllr Sole suggested a figure of around £1000, which whilst low, can help a Parish Council not be shocked if asked to contribute. Regarding speed measures in accident hotspots, this is dealt with differently and are looked at independently.

The layby beside the Millennium Bridge, on entry to the village from Bonny Bush Hill, had also been highlighted to Cllr Sole as the road surface needs replacing. He has contacted KCC, and they say they do not own it as it is not on their maps. It is possible that when the bridge was built in 2000, that it is owned by the Parish Council.

*Cllr Martin to try finding if the layby is in the minutes from 2000 or to ask Alan Moss*

#### **6. Reports from Police Community Support Officer (PCSO):**

The monthly crime report had not been received and so nothing was discussed. Cllrs asked if there was a possibility for the new PCSO to attend a meeting so they could meet her. Cllr Stribbling commented that he does not remember ever meeting the previous PCSO.

*Clerk to message PCSO Castle to ask if there is an opportunity for her to attend a Parish Council meeting*

#### **7. Matters arising: (if not already on the Agenda)**

None received.

#### **8. Updates on Ongoing Issues and Actions to be considered:**

a) Cllr Martin reported that the Annual Village Meeting was small yet interesting. It was unfortunate that it was sandwiched between the Platinum Jubilee and Bank Holiday weekends. A suggestion was given that for future Annual Village Meetings, that the paperwork is circulated to Cllrs sooner. Cllr Martin agreed that this is something that should have happened this year, but that unforeseen issues prevented that from occurring.

b) At the Annual Village Meeting, the guest speakers Roland and Katrina Brown gave an informative and interesting presentation. Cllr Martin stated that following a presentation at the Annual Village Meeting, the Parish Council liked to offer a donation to a charity of the speaker's choice in lieu of payment. The chosen charity this year was the Reptile and Amphibian Conservation Charity. Cllrs discussed how much they wished to donate, and it was agreed that this would be £50.

*Clerk to contact Katrina Brown to inform her of the decision and to add the payment to the next agenda.*

c) The Platinum Jubilee celebrations have already been discussed in the main under items 1 and 4. Discussions continued over who else to be thanked directly, with those in the kitchen being noted

as being the unseen heroes of the event. Cllr Spencer offered to write a thank you letter to all the volunteers and attendees and have it published in the next Parish Magazine. This was accepted and agreed.

*Cllr Spencer to draft and submit a thank you letter to be published in the June edition of the Kingston Village Magazine.*

Cllr Martin stated her intention to have the total costs of the entire event, not just spending by the Parish Council, and have that available for the next Parish Council meeting in July.

*Cllr Martin to calculate the total cost of the Platinum Jubilee event in Kingston Village.*

- d) The Clerk stated that he was still awaiting further information from KCC Highways regarding the HIP, but stated a delay was reasonable given Cllr Sole previously stating that KCC are undergoing a reshuffle and creating a new team to deal with countywide HIP's.

## 9. Planning:

The Clerk reported that there were three new planning applications since the last meeting:

**CA/22/00995 – Location:** 82 The Street, Kingston, Canterbury, Kent, CT4 6JQ – **Proposal:** Two-storey and part single-storey rear and side extension following demolition of the existing side extension and detached garage.

**P.C. Comments:** No Objection.

Cllr Stribbling lives next door to the applicant, and states that he has been fully informed of the proposal and states that it makes sense, and he has no issues with it. Cllr Pearson suggested that the Parish Council request that the application be accepted on the proviso that smaller vehicles are used to deliver the required materials. The Clerk and Cllr Sole stated however that this was not a planning consideration, and that there would be no point even bringing up the suggestion with Planning.

**CA/22/01002 – Location:** Hoods Place, 64 The Street, Kingston, Canterbury, Kent, CT4 6JQ – **Proposal:** Variation of condition 2 (drawings), 5 (materials) and 7 (external windows) of planning permission CA/17/00829/FUL for the Proposed erection of a detached two-storey dwelling, with associated landscaping, parking and refuse store; to allow changes to openings and fenestration.

**P.C. Comments:** No Objection.

**CA/22/01031 – Location:** The Mill Tower, Westwood Road, Kingston, Canterbury, Kent, CT4 6JL – **Proposal:** Application for lawful development certificate for proposed stationing of mobile home within garden to provide ancillary accommodation

**P.C. Comments:** No Objection.

The following decisions are “Awaited”:

**CA/21/02602 – Location:** 6 The Street, Kingston, Canterbury, Kent, CT4 6HZ – **Proposal:** Single-storey rear extension following partial demolition of dwelling and demolition of detached garage together with erection of 1no. new dwelling with associated accesses and parking.

**CA/21/02777 – Location:** Marleywood Yard, Marley Lane, Kingston, Kent, CT4 6JJ – **Proposal:** Single-storey replacement dwelling with associated parking following demolition of an existing single-storey residential building

**CA/22/00822 – Location:** 78 The Street, Kingston, Canterbury, Kent, CT4 6JQ – **Proposal:** Single-storey side extension following demolition of existing extension and first floor extension to rear.

**CA/22/00827 – Location:** Broadfield, Covet Lane, Kingston, Canterbury, Kent, CT4 6HU – **Proposal:** Single-storey side extensions following demolition of conservatory and open fronted store.

**CA/22/00839 – Location:** 5 Nailbourne Close, Kingston, Canterbury, Kent, CT4 6JA – **Proposal:** Single-storey rear extension together with alterations to roof including 03no. roof lights to front elevation and 01 no. rear dormer.

The following decisions were noted as being **"Granted"**:

**CA/22/00551 – Location:** The Mill Tower, Westwood Road, Kingston, Canterbury, Kent, CT4 6JL –

**Proposal:** Application for lawful development certificate for proposed stationing of mobile home.

#### **10. Finance:**

- a) Bank Balance as of 19<sup>th</sup> May: £33,251.66 (Including grants and reserves)  
The expenditure below was authorised (proposed by Cllr Spencer and seconded by Cllr Pearson), made up of:  
Dynamix – Payroll Fees April: £7.80  
Chris Howard – Clerk Salary May  
Bel Signs – Tree Plaque: £183.00  
Internal Audit Fee: £100.00  
Photocopying: £21.36  
Apple juice: £24.00  
Andrew Sage – Grass Cutting: £120  
Cllr Martin stated that the invoice for grass cutting from Andrew Sage had unfortunately been received after the publication of the agenda. However, given that it is a small local business, it would be unfair to make him wait another month for payment, and so it had been added to the payment schedule.
- b) The Certificate of Exemption was signed by Cllr Martin as Chair of the meeting and the Clerk.  
*To be uploaded to the website for public viewing*
- c) The Accounting Statements for 2021/22 was signed by Cllr Martin as Chair of the meeting and the Clerk. This will be made available on the Parish Council website for public viewing. Cllr McWilliams asked why there had been such a large drop in the value of fixed assets. Cllr Martin stated that, along with the internal auditor, they had revalued the fixed assets within the village for a more accurate statement, and to include new purchases such as the Parish Council laptop for the Clerk. The overall value therefore had the effect of depreciating. Cllr Martin stated her intention to have the asset register at the next meeting should any Cllr wish to view the changes.  
*To be uploaded to the website for public viewing*
- d) Internet banking:  
The Clerk stated that he had not heard anymore from the bank thus far.  
*Clerk to update the Parish Council when an update is received from Lloyd's Bank.*

#### **11. CCC and KALC Correspondence:**

- a) Canterbury Conservation Area Appraisal and Management Plan:  
The Clerk reported that CCC are currently having a consultation on amendments to the Canterbury Conservation Area Appraisal and Management Plan. There are in excess of 300 pages on the consultation pages (which were circulated to Cllrs prior to the meeting). The Clerk stated that the deadline for comments was August so if Cllrs had not had the opportunity to read the documentation yet, it could be deferred to the next meeting, or alternatively the Cllrs could respond to the consultation as members of the public. Cllr Sole suggested however that the Parish Council submit a response as Parish Council responses are noted by the consultation committee. It was agreed to defer this to the July meeting.  
*Clerk to recirculate the link as well as the questionnaire to Cllrs and add an agenda item to the next agenda.*
- b) The Clerk stated that there is a Councillors Conference coming up on 30<sup>th</sup> June 2022 being held in Lenham. The times would be from 0930 until 1630 hours. Should anyone wish to attend could they let the Clerk know so he could book them a ticket.
- c) CCC Consultation on street trading in Canterbury:  
The Clerk reported that a consultation had also been received and circulated prior to the meeting, regarding street trading in Canterbury. The deadline for comments is after the July meeting, and so it was agreed to defer this until then, so Cllrs had more time to consider the Parish Councils response. The Clerk also suggested that Cllrs could email him their thoughts so that a brief overview

of the Parish Councils view could be written down and discussed at the next meeting. This suggestion also is relevant to point 11a.

*Clerk to recirculate the link as well as the questionnaire to Cllrs and add an agenda item to the next agenda.*

- d) The Clerk stated that he had received notice from KCC of their intention to stop supporting, and allow to end on 30<sup>th</sup> September 2022, their discretionary Kent Homeless Connect service. Instead, they say they will look at other ways to work with district, city, and borough councils to find alternative ways to deliver essential support. Whilst there was a public consultation, this was a very limited time-period and did not allow the Parish Council time to discuss a response.

## 12. Highways and Footpaths:

- a) Barn verges and bank grass cut for Platinum Jubilee:

The Clerk stated that The Barn Trust had sent an email to the Parish Council asking for reimbursement for the cutting of the verges and bank for the Platinum Jubilee. The value would be £75 plus vat. Cllrs discussed the matter and were unsure why they had been asked to pay when they never asked for the cut to be done. Parish Councillors requested more information on when the cut was going to take place and why the decision was taken to request the Parish Council pay for it, when it is their job and responsibility. It was also noted by Cllrs, that The Barn Trust is given a very large sum from the CFF to enable grass cutting within the village, which this would also come under. It was unfortunate that the Parish Council representative to The Barn Trust was not present at the meeting.

*Clerk to email The Barn Trust for further clarity and to give them the Parish Councils current position*

- b) Footpaths within Kingston Parish:

Cllr McWilliams stated that she and Cllr Reeves had not had the opportunity to carry on their walkaround of the village footpaths. She did however report that PROW were starting to cut back the vegetation on paths and that it is believed that PROW are still obtaining funding to replace the steps on the path down from Marley Lane.

- c) The Clerk stated that the request for information regarding the litterbin outside the Barn had been forwarded onto SERCO and that he was awaiting a response.

## 13. Village Projects

The Clerk reported that he had received quotes from tree surgeons regarding items 1a, 1b and 2a as shown below. The contractors' names were hidden so as to not influence the Parish Councils decision. A third quote for 2a had been attempted but was unable to be obtained.

CONTRACTOR	JOBS QUOTED FOR	TOTAL COST
A	1a and 2a	£3324.00
B	1a and 2a	£2448.00 (quote for 3 trees only regarding 2a)
C	2a	£7250.00
D	1a and 1b	£860
E	1a, 1b and 2a	£2450.00

Cllrs discussed which contractor should be approached for the jobs. Contractor E was proposed by Cllr Spencer and seconded by Cllr Stribbling to be selected. Cllrs unanimously agreed for the contractor to be asked. Contractor E was Alan Hopkins Tree Surgery.

ITEM	DETAILS
<b>1. Trees and Vegetation (excluding Embankment)</b>	<p>a) Trees near Greenacre sub-substation (3x acacias) – reduce in height <i>See above</i></p> <p>b) Trees in Faggs Alley <i>See above</i></p>

<p><b>2. Embankment</b></p>	<p>a) Trees overhanging No 3 Greenacre <i>See above</i></p> <p>b) Plans for second stage clearance towards Covet Lane <i>To be discussed within the next financial year</i></p> <p>c) New planting including wildflower seeding <i>Clerk to arrange a walk with Katrina Brown and Cllr Spencer in the summer to discuss alternatives to Wildflower seeding.</i></p> <p>d) Timber for repairing worn steps <i>Cllr Martin will be purchasing a new supply of boards when possible</i></p> <p>e) Information boards – 1 at either end of the footpath <i>This is a long-term project. Clerk to consult Katrina Brown as to the contents of the boards.</i></p>
<p><b>3. Footpaths</b></p>	<p>a) Hire labour as needed for selected clearance <i>Nothing required currently. The only footpath the PC have responsibility for is the Embankment.</i></p>
<p><b>4. Refurbishment</b></p>	<p>a) Footpath noticeboard at corner of playing field. <i>Cllr Martin stated that the noticeboard had been removed and cleaned up and is awaiting being taken to Omicron Repro in Canterbury. Here they will assess their ability to reduce the water stains on the board and try to reprint it. A new Perspex cover has provisionally been investigated and will at a minimum be around £75</i></p> <p>b) St Giles Direction Signage <i>Cllr Martin to ask Andrew Page when he intends to install</i></p> <p>c) Bus Stop at the end of The Street <i>No further update</i></p>
<p><b>5. Highways</b></p>	<p>a) Speed cameras <i>See Agenda item 8d</i></p>

**14. Village Fete – 3<sup>rd</sup> September 2022**

Cllr Martin stated that at previous Village Fete’s, the Parish Council had been in charge of the tombola. It is assumed that we will again be asked to run the stall. Cllr Martin asked those present if they would be around or on holiday when the Fete was taking place. All Councillors present stated that, at the time of the meeting, they would be available.

Cllr Martin suggested whether the Parish Council should produce a letter to residents, asking them to leave out items they wish to donate to the tombola on a certain day, so that they could be collected, or to drop them off at a collection point at the Barn. Cllr Stribbling stated that last year there had been no collections due to Covid, but that residents were able to drop items off at his address and the Barn, and that there had been no issues with this and obtained more items than needed.

It was also suggested that 2 tombolas be run, one for children and one for adults. It was suggested that the Clerk email the organiser, asking if they required the Parish Council to be actively involved in the collection of items, or to follow the same layout as the previous year, and the Parish Council would only have to offer volunteers on the day to run the stalls.

*Clerk to email the Village Fete organiser regarding running of the stalls*

**15. Clerk Report and Correspondence (Unless otherwise discussed):**

The Clerk reported that he had received an email from KALC regarding Kent Connect to Support. Kent Connect to Support is a website that has been set up and offers information and advice on care and support for the person accessing the website, their friends or family. It can help people to look after themselves, stay independent and connect with their local community. Information includes:

- What support someone may need and where they can access it
- Whether they are eligible for funding to help pay for social care
- What happens when they, a friend, or relative leaves hospital
- How to buy equipment to help around the home
- What type of support care homes can offer

The website address is: <https://kent.connecttosupport.org/>

The email is: [Makingadifference@kent.gov.uk](mailto:Makingadifference@kent.gov.uk)

**16. Matters for future discussion:**

Cllr Pearson commented that the agenda item to discuss Councillor roles had been accidentally omitted from this agenda and requested that they be put on the next one. The Clerk apologised for this omission but will ensure they are on the next agenda.

*Clerk to add an agenda item for discussion of roles for individual councillors*

There being no further business, the meeting closed at 9.05pm.

Signed ..... (Chairman)

Date .....

**Please note these Minutes remain as draft Minutes until they are approved by the Parish Council at their next Parish Council meeting.**

**Date of next meeting: Monday 04<sup>th</sup> July 2022 in The Barn, Kingston at 7.30pm**

Future meeting dates: 05/09/22, 03/10/22, 07/11/22, 05/12/22