



KINGSTON PARISH COUNCIL

Minutes of the Meeting of the Council

Monday 3rd October 2022 at 19:30

Present:

Cllr Paul Chatley (Chair); Cllr Davina Martin; Cllr Gina Pearson; Cllr Steve Reeves; Cllr Laura Spencer; 4 Members of the Public; Mr Christopher Howard (Clerk)

1. Apologies and approval of absences:

Cllr Chatley welcomed everyone present and thanked them for attending. Cllr Chatley invited everyone present to join him in a one-minute silence, in memory of HRH Queen Elizabeth II.

Following the one-minute silence, Cllr Chatley thanked everyone present for taking part.

Apologies for absence were accepted for Cllr Vince Stribbling, Cllr Val McWilliams and City and County Councillor Mike Sole.

2. Minutes of previous meetings:

The minutes of the Ordinary Meeting held on Monday, 5th September 2022 was approved as true a record, proposed by Cllr Reeves, and seconded by Cllr Pearson.

Whilst it will be approved at the November meeting, Cllr Martin stated that she wished to correct a spelling mistake within the minutes of the Extraordinary Meeting, held on Wednesday 28th September 2022, where the word "fair" has been written instead of "fare", which is what she meant.

Minutes from the EOM to be updated

3. Declarations of interest:

Cllr Reeves commented that his planning application was still on the agenda under Agenda item 7.

4. Public Forum:

Members of the Public in attendance were afforded the opportunity to ask a question or make a statement.

One resident commented on the naming of the Local Plan application for Kingston Court, as the land does not belong to the owners of Kingston Court, and instead lies between Church Lane and Covet Lane. Cllr Chatley stated that it was his understanding that this is the name that the family refer to it as, and they are aware that the land does not belong to Kingston Court. The Clerk also commented that this had been brought up at the previous Ordinary meeting within the public forum, and as such, had referred to the application differently within the agenda for this meeting (Agenda item 12).

It was also raised about what the Parish Council's response would be for the application. Cllr Chatley stated that the Parish Council had plenty of time to decide on their response, and that one would not be needed immediately. The Parish Council had gathered a lot of information to help them make an informed decision as and when it was requested. Cllr Chatley stated that the Parish Council would wait for the Local Plan to be announced first, as it is possible that the land would not be within Local Plan. A timeline was provided by Cllr Sole at the Extraordinary Meeting held on Wednesday 28th September 2022, and is as follows (copied directly from those minutes):

Monday 10th Oct – all councillor briefing.

Tuesday 11th Oct – Papers published for Special Cabinet

Wednesday 19th Oct – Special Cabinet seeks permission to consult on the draft local plan.

Monday 24th Oct – Subject to Cabinet approval, consultation begins which will include consultation events, meetings with stakeholders and Parishes. This will end on Monday 16th Jan.

Jan – May 2023 – analysis of feedback from consultation.

Post-election 2023 – cabinet recommendation to full council.

It is worth noting that if there is a change of power with the council, after the election they could amend or reject the plan.

Cllr Chatley stated that it was also unknown where the value of 50-60 houses came from, given that at the Extraordinary Meeting, the landowners stated their desire for 5 houses being built.

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. Councillors stated that they had nothing extra to add, expect thank Cllr Sole once again, for all the hard work he puts in.

6. Matters arising: (if not already on the Agenda)

Cllr Chatley stated that he had been copied in on an email regarding disabled access to the villages bus stops, as there were no dropped curbs for wheelchairs to easily gain access to the bus stop. Cllr Sole has taken up the matter and referred this to Highways on behalf of the Parish Council.

Cllr Chatley also remarked that the Councillor roles that were agreed at the last meeting, have also now been updated onto the website.

7. Planning:

The Clerk reported that there was one new planning applications since the last meeting:

CA/22/01724 – Location: Highfield House, 66 The Street, Kingston, Kent, CT4 6JQ – **Proposal** Detached car port.

P.C. Comments: No Objection

There were no decisions "Awaited":

The following decisions were noted as being "Granted":

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.

8. Finance:

- a) Bank Balance as of £31,746.79 as of 14th September 2022 (Including grants and reserves)

The expenditure below was authorised (proposed by Cllr Reeves and seconded by Cllr Spencer), made up of:

Dynamix – Payroll Fees September: £7.80

Chris Howard – Clerk Salary September

Stamps – £8.16

Office 365 yearly subscription - £79.99

Direction Sign for St Giles Church - £180.00

Insurance renewal - £650.78

- b) Half-Year Statement:

A half-year statement had been produced by the Clerk and circulated to Councillors Prior to the meeting. Cllr Martin has produced a breakdown of what the Parish Council spent on the Platinum Jubilee and circulated this to Councillors at the meeting. It was suggested, and agreed, that the Platinum Jubilee be a separate item on the statement and be utilised to help agree how much the Parish Council should put aside for the up coming Coronation of HRH King Charles III.

Clerk to edit and send the updated half-year statement to Councillors, to aid decision on how budgeting should look and precept to ask for, for the coming year.

c) Internet banking:

The Clerk stated that he had almost completed the application, and now was in possession of all the information from signatories to complete it.

Clerk to complete the application

9. CCC and KALC Correspondence:

a) CCC Engagement Meeting:

The Clerk stated that an engagement meeting will be taking place on 21st November 2022 and that details had been circulated to Councillors. This will include a Question-and-Answer session with Cllr Ben Fitter-Harding as well as the signing of the Parish Charter.

Cllrs to inform the Clerk if they wish to attend

b) Stodmarsh Planning Meeting:

It was reported that CCC held a virtual briefing for Parish Councils on 21 September 2022, regarding the Stodmarsh water quality issues. Stodmarsh is protected as its latent wetlands are important for the habitats it supports. Natural England have advised that the water quality in the lakes is deteriorating, due to increased levels of phosphorus and nitrogen. The results in algae growth and leads to the death fish. This is a national issue, and not just local, and so the Government are currently working on plans which include a statutory duty on water and sewage companies to upgrade their wastewater treatment works, to the 'highest technically available limits' by 2030 in affected areas. There is also a Nutrient Mitigation Scheme that has been designed and proposed by Natural England. This scheme will include funding for mitigation projects, such as the creation of new wetlands, which would be recouped through developers purchasing "nutrient credits". Locally, CCC are looking at utilising the credit system to create wetlands moving forward with applications received for the Local Plan.

10. Highways and Footpaths:

a) Highways Improvement Plan (HIP):

The Clerk reported that the new HIP had been sent to Highways, and a meeting had been requested to discuss it. Dates had been previously circulated for a meeting, and it was decided for the meeting to be held virtually on Monday 14th November 2022. Given that the Quiet Lanes Project is not supported by KCC, it was suggested that it be taken out, but the Clerk stated that to avoid confusion that it be left in for now and the Parish Council could discuss it directly with the Highways HIP team.

Clerk to arrange the meeting with Highways regarding the HIP for Monday 14th November 2022

b) Embankment Felling License and Woodland Management Plan:

The Clerk stated that he was still waiting to hear back from the Forestry Commission regarding the license. Cllr Spencer reported that she had recently placed an article in the local magazine asking for help regarding the formation of a working group for the maintenance of the Parish Council owned portion of the Embankment but had not heard anything. She stated she will submit another article for the upcoming publication.

Cllr Spencer to place another article in the village magazine asking for help forming a working group to maintain the Parish Council portion of the Embankment.

c) Conservation Area extension:

Discussion was had regarding the extension of the Conservation Area to cover the whole village, rather than just most of it. Questions were raised so to what the differences were between the conservation area and the area of outstanding natural beauty, which does cover the entire village. The conservation area also does not currently cover farmers fields behind houses in the village. It was decided that Cllr's Spencer and Stribling carry on some more research into the proposal and keep on the agenda for the next meeting.

Cllr's Spencer and Stribling to research more on the conservation area and AONB restrictions

d) Footpaths within Kingston Parish:

In Cllr McWilliams' absence, Cllr Reeves stated his understanding that the step that was missing on the footpath from the Covet Lane end of the Embankment, into the field, had been reported.

e) Litterbin outside The Barn:

The Clerk stated that he had arranged a meeting with CCC, and that Cllr Pearson had agreed to meet them outside the Barn on Tuesday 11th October 2022, to discuss the missing bins.

Cllr Pearson to meet with the CCC representative and report back to the Parish Council

11. Coronation of HRH King Charles III (Initial plans and budgeting):

Whilst a date for the Coronation of HRH King Charles III was unknown, Cllr Chatley raised that the Parish Council should look to discuss initial plans and budgeting for the upcoming event. Parish Councillors stated their belief that the Coronation could take place in spring 2023. Cllr Spencer stated that she was sure the Village Society could help, and Cllr Chatley stated he would ask the KVHT. It was stated that a budget of around £700 would probably be sufficient, given that there would be no big expenses, unlike the Platinum Jubilee.

12. Information Gathering regarding CCC Local Plan:

Cllr Chatley stated that the draft minutes for the Extraordinary Meeting were on the website and would be accepted at the November meeting. Cllr Chatley stated again that the Parish Council would wait for CCC's publication of the Local Plan before deciding to comment on the proposal.

13. Village Projects

ITEM	DETAILS
2. Embankment	a) Plans for second stage clearance towards Covet Lane <i>Forestry License submitted – To be dealt with under the Woodland Management Plan for the Embankment (Cllr Spencer and the Clerk)</i> b) New planting including wildflower seeding <i>To be dealt with under the Woodland Management Plan for the Embankment (Cllr Spencer and the Clerk)</i> c) Timber for repairing worn steps <i>Cllr Chatley to collect boards</i> d) Information boards – 1 at either end of the footpath <i>To be dealt with under the Woodland Management Plan for the Embankment (Cllr Spencer and the Clerk)</i>
3. Footpaths	a) Hire labour as needed for selected clearance <i>To be dealt with under the Woodland Management Plan for the Embankment (Cllr Spencer and the Clerk)</i>
4. Refurbishment	a) Bus Stop at the end of The Street <i>Cllr Reeves is now in possession of the times to repair the roof</i>

Cllr Chatley has suggested that the Parish Council offer to pay the KVHT for usage of storage space within the Baby Barn. Cllr Martin stated that the Barn was given as an asset to the village, for use by the village, and does not feel as though the Parish Council should give the KVHT money for storage of village and Parish Council items, especially as the Parish Council already pay for the hall for meeting. Cllr Martin agreed though that the space used by the Parish Council needed to be organised. Cllr Pearson also stated that in the 1970's, the Parish Council paid for the Baby Barn to be repaired and updated without asking for reimbursement. Cllr Chatley reaffirmed that all he was suggesting was a token gesture to help off set costs, with the increasing price of bills. An audit is due to be carried out on what is in the Baby Barn and other storage at the Barn. After this the Parish Council can decide what to do.

14. Future Meeting Dates:

The future meeting dates for the start of 2023 were accepted as follows:

07/01/23, 05/02/23, 03/03/23, 04/04/23, 05/05/23

The dates after this were not set out, in case following the election, the new Parish Council wish to choose new meeting dates.

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

Nothing.

16. Matters for future discussion:

Cllr Chatley asked for a closed agenda item at the next meeting for discussion of the Clerk's contracted hours.

17. Date of next meeting: 07th November 2022 at 7.30pm in The Barn, Kingston

There being no further business, the meeting closed at 8.40pm.

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 05th December 2022 in The Barn, Kingston at 7.30pm

Future meeting dates: 09/01/2023, 06/02/2023, 06/03/2023, 03/04/2023, 08/05/2023

DRAFT