



# KINGTON PARISH COUNCIL

## Minutes of the Meeting of the Council

Monday 3<sup>rd</sup> April 2023 at 19:30

**Present:** Cllr Paul Chatley (Chair); Cllr Davina Martin (Vice-Chair); Cllr Val McWilliams; Cllr Gina Pearson; Cllr Steve Reeves; Cllr Laura Spencer; Cllr Vince Stribbling; Cllr Mike Sole (County & City); 4 Members of the Public; Mrs Steph Woods (Clerk)

### 1. Apologies and approval of absences:

Cllr Chatley welcomed everyone present and thanked them for attending the meeting.

### 2. Minutes of previous meetings:

The minutes of the Ordinary Meeting held on Monday 6<sup>th</sup> March 2023 was approved as true a record, proposed by Cllr McWilliams, and seconded by Cllr Pearson.

### 3. Declarations of interest:

None were 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 there was an update on the recently postponed tree works which was to be discussed later in the meeting.

Another member of public raised that the last minutes of the meeting on 6<sup>th</sup> March 2023 were no longer on the Parish Council website.

### 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 was in attendance and updated the Parish on the 17 bus following the removal of the evening services due to the withdrawal of the KCC subsidy. A campaign group has been set up in Elham and are meeting with Cllr Sole and Stagecoach on 14<sup>th</sup> April 2023 to see if there is a way to get the service reinstated. Cllr Sole will provide an update following the meeting.

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

Cllr Chatley raised several updates regarding updates from the previous meeting or matters arising since the publication of the agenda:

- Canterbury City Council Planning has replied on whether permission is required for the horse shelters is required. The response was inadequate so further clarification will be sort from them.
- Cllr Chatley informed the meeting that South East water has now responded to say that they don't have to give notice for emergency works.
- The amount of dog mess on the embankment and playing field was raised by Cllr Chatley.
- The annual meeting was discussed regarding who should do a talk. Cllr Chatley informed the meeting that no one from KCC was available but he was happy to give a quick talk on the advantages and disadvantages of being in a conservation area.

- Cllr Reeves identified that the village sign by the bus shelter is damaged. The broach is coming away, so the Parish Council needs to arrange the repair.

## 7. Planning:

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

**CA/23/00555** – Location: Quilters Farm, Westwood Road, Kingston, Canterbury, Kent, CT4 6JN – **Proposal:** Application for lawful development certificate for proposed stationing of mobile home for ancillary accommodation in garden. **As this application was only received on the morning of the meeting, the councillors requested that an extension for the comments to be submitted was sought from Canterbury City Council.**

There were six decisions that were “Awaited”:

**CA/22/02127** – Location: 45 The Street, Kingston, Canterbury, Kent, CT4 6JQ.

**CA/22/02128** – Location: 45 The Street, Kingston, Canterbury, Kent, CT4 6JQ.

**CA/22/02136** – Location: Kingstone Court, Church Lane, Kingston, Canterbury, Kent, CT4 6HY.

**CA/22/02137** – Location: Kingstone Court, Church Lane, Kingston, Canterbury, Kent, CT4 6HY.

**CA/23/00241** – Location: 6 The Street, Kingston, Canterbury, Kent, CT4 6HZ.

**CA/23/00284** – Location: Reeds Mill, Westwood Road, Kingston, Canterbury, Kent, CT4 6JL.

There was one decision that was “Determined” since the last meeting:

**CA/22/02270** – Location: Marleywood Yard, Marley Lane, Kingston, Kent, CT4 6JJ. **GRANTED**

## 8. Finance:

- a) Bank Balance was £28,393.73 as of 27th March 2023 (Including grants and reserves).  
The expenditure below was authorised (proposed by Cllr Pearson and seconded by Cllr Spencer), made up of:
- PCC – Lighting cost donation 2022: £70.00 (TO NOTE as already agreed at last meeting and paid on 13/03/23 so reflected in balance given above)
  - Dynamix – Payroll Fees March: £7.80
  - Steph Woods – Clerk Salary, Allowance & Petrol March
  - Paul Chatley – Printing costs for election flyer: £28.83
  - Steph Woods – Contribution to training costs (KALC – year-end finances training): £16.00

It was raised whether further details of Clerk’s salary, allowance and petrol should be made available so it was agreed that further clarification on this would be sought from KALC.

- b) Internet banking:  
The Clerk now has access to the account to raise transactions, complete reconciliations, etc. It was also confirmed that the Clerk has no signatory permissions.

## 9. Miscellaneous Parish Council Matters:

- a) Refurbishment of the noticeboard and bus stops:  
To be completed as part of the Coronation celebrations on Monday 8<sup>th</sup> May 2023.
- b) Save our Bus:  
A resident and Lyminge Parish Council have both contacted the Parish Council regarding the removal of the evening service removal. It was agreed that we were happy to support campaigns for reinstation and will respond to the enquiries and keep in contact with Cllr Sole regarding developments.

c) Parish Magazine

Discussion was undertaken as to whether the magazine was reaching sufficient residents and suggested that it should be free with advertising to cover the costs to households. As the magazine is provided by a private business, it was decided that the Parish Council's suggestions should be made to the owner/editor for consideration.

**10. CCC and KALC Correspondence:**

a) Home to School and Post 16 Transport for Mainstream and SEND Pupils - Public Consultation:

A response on behalf of the Parish Council was submitted.

b) Keep Britain Tidy 2023 Campaign:

Cllr Spencer updated that this has now taken place and 14 sacks plus other items were collected and disposed of. The group also collected a number of road work signs whilst undertaking the litter pick which have been left by Black Robin Pub. Clerk will contact KCC to arrange for these to be collected.

**11. Highways and Footpaths:**

a) Highways Improvement Plan:

No update from KCC received, this was deferred to the next meeting.

b) HGV Road Signage:

Cllr Chatley updated that a response has been received from KCC Highways that it is also not possible to place a sign on private land.

c) Salt Bins:

KCC have responded to say that Jesse's Lane is not suitable for salt bin but they are happy to consider other locations and carry out a visit with the Parish Council. This will be arranged in the next few months so it can be in place ready for next winter.

d) Woodland Management Plan:

Cllr Spencer extended the groups thanks to Avril Leech for the work she has already put into the draft plan which stands at 20 pages currently. It was agreed that Avril should come to the next meeting to consult with the Parish Council over the plan. Only one quotation had been received for the removal of the two trees on embankment for £260 + VAT. It was proposed to go ahead with this quotation by Cllr Reeves and seconded by Cllr McWilliams, this went to a vote and all agreed to go ahead.

It was also agreed that further works were needed to further trees and quotations for these works would be obtained when needed.

Cllr Reeves informed the meeting that the suspended works to the other trees are now due to commence on 18<sup>th</sup> April 2023 and a detailed site meeting has been undertaken to ensure the contractor knows exactly what is required.

Cllr Sole also mentioned that he has a grant fund of £5,000 which is available for us to submit a bid for a project for more trees to be planted on the embankment. Full details of this will be sent to the clerk by Cllr Sole.

e) Footpaths within Kingston Parish:

No response has been received yet, this was deferred to the next meeting. Cllr Spencer received an email on behalf the Rambler's Association that David Reekley will be walking all footpaths in Kingston to feed back to Public Rights of Way. This is taking place on 12<sup>th</sup> May 2023.

f) Litterbin outside The Barn:

No response has been received yet, this was deferred to the next meeting.

g) Trees in Village Group:

Details were circulated to the group from Kent Men of the Trees regarding the competition and it was proposed by Cllr Reeves and seconded by Cllr Pearson that the Parish Council should take part. All agreed and the clerk will respond to the Charity to progress the entry.

h) Embankment Fund:

It was confirmed that there was still £3,500 within the current bank balance for the embankment fund which can be used to buy new trees and for maintenance. It was agreed that Cllr Reeves should number, tag and map all trees under the Parish Councils responsibility. It suggested that tags and protective guards should be purchased.

i) Tree Mapping for The Queens Canopy:

This has already been completed and no new trees have been planted since.

**12. Coronation of HM King Charles III (Initial plans and budgeting):**

On behalf of the Village Society, Cllr Martin gave an update on the planned celebrations which will be a Tea Party on 7<sup>th</sup> May 2023. All residents of Kingston are invited to this free event and tickets will be available soon for everyone wishing to attend. A letter will be going out to each household to inform them of the event and Councillors agreed to distributed these within their local neighbourhood.

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

a) The Clerk reported that she had now attended the KALC Year End Finances training and it was beneficial.

b) South East Water Consultation:

The only response was that they need to concentrate on fixing leaks quickly.

c) Great Big Green Weekend Fund:

There was no interest in taking part in this initiative.

**14. Matters for future discussion:**

The chairman took the opportunity to thank Cllr Stribbling and Cllr Pearson for all their hard work over the years, for both the Parish Council and the village and wished them both all the best for after the election.

**15. Date of next meeting:** 15<sup>th</sup> May 2023 at 7.30pm in The Barn, Kingston

There being no further business, the meeting was closed to the public 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 on 15<sup>th</sup> May 2023.**

Future meeting dates: 05/06/23, 03/07/23, 04/09/23, 02/10/23, 06/11/23, 04/12/23

Annual Village Meeting: 24/05/2023