



# KINGSTON PARISH COUNCIL

## Minutes of the Meeting of the Council

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

**Present:** Cllr Paul Chatley (Chairman); Cllr Jerry Cook; Cllr Davina Martin (Vice-Chairman); Cllr Val McWilliams; Cllr Steve Reeves; Cllr Richard Story; Cllr Laura Spencer; Cllr Mike Sole (County & City); PC Simon Reed; 5 Members of the Public; Mrs Steph Woods (Clerk)

### 1. Chairman opening remarks, apologies and approval of absences:

Cllr Chatley welcomed everyone present and thanked them for attending the meeting. No apologies were received.

### 2. Minutes of previous meetings:

The minutes of the Annual Parish Council Meeting held on Monday 5<sup>th</sup> June 2023 was approved as a true record, proposed by Cllr Reeves and seconded by Cllr McWilliams.

### 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.

Four points were raised by members of the public:

- Were there any plans for the Beacon purchased for the Queens Jubilee? The Chairman said they had investigated renting it out or selling it but no decisions have been made to date.
- The surface on Jessies Hill is unsafe and KCC are not maintaining it to the standard they agreed. The Clerk will raise this with KCC Highways and see if they can make it safe and keep it to the agreed standard moving forward.
- The verges by the bus stop as you turn right to Barham are overgrown and prevent visibility. Marley Lane has also not been cut yet. Clerk to speak to KCC Highways to ask them to cut both sites.
- Previous the reports on the PC Finances provided a breakdown of various grants and parts of the budget put aside for specific projects. The Chairman confirmed that there is £3,893.20 from the embankment grants and £8,000 set aside for reserve which left the Parish Council with £21,000 working capital. It was still hoped that the grant of £5,000 from Cllr Sole for the embankment would be sort next year. The meeting was reminded that the precept this year was reduced by £3,000 because of the size of the reserve the PC holds. It was agreed that moving forward a breakdown of the PC's finances would be given at each meeting.

### 5. Reports from Kent Police, County and City Council members:

PC Simon Reed was introduced to the meeting he is part of the new Rural Policing team for our area which also included PC Liam Wratten. As the area is very large, additional officers are to be recruited onto the team, which is hoped to be in September 2023. PC Reed had spent a few hours before the meeting knocking on Kingston resident's doors to introduce himself and discuss any issues or concerns that people might have. PC Reed noticed several vehicles driving over the speed limit along The Street so will be visiting the area in the future to carry out speed checks and will prosecute anyone excessively speeding. If you have any policing concerns, both officers can be contacted by email on [simon.reed@kent.police.uk](mailto:simon.reed@kent.police.uk) or [liam.wratten@kent.police.uk](mailto:liam.wratten@kent.police.uk).

PC Reed also informed the group of a new web-based service call My Community Voice, [www.mycommunityvoicekent.co.uk](http://www.mycommunityvoicekent.co.uk) where you can register and receive updates about your local area from police officers. It is hoped this service will also be available as an app soon. If you don't have access to the internet, you can also call 101.

The issue of motor, push and quad bikes using the Embankment was also raised and PC Reed asked the group to send any information on vehicle offending and he would investigate. Vehicles using private land without permission can have their vehicles seized and be banned from the area.

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

- The salt bin on Black Robin Lane, which raised last meeting has been rectified.
- An email has been received from deputy church warden asking for the Parish Councils emailed support to Viridor for a grant towards repairs to the church tower. This was discussed and all agreed to sending the supportive email. The Clerk will reply to the warden and let him know the PC supports the funding bid.

## 7. Planning

a) Three new planning applications were received and discussed:

- CA/23/01029: Ileden Farm, Ileden Lane, Kingston, Kent: Removal of condition of planning permission 4 (tools and machinery) and 5 (use) of planning permission CA//03/01493 for change of use from agricultural storage barn to light industrial (Class B1) – **this has been withdrawn.**
- CA/23/00950: Pheasant Cottage, Westwood Road, Kingston, Kent: Retrospective application for Listed Building Consent for internal alterations including removal of staircase, infill of ceiling with chestnut timber beams matching existing ceiling joists and installing floor boards at first floor level over stairwell – **this was discussed and it was decided by all to support the application.**
- CA/23/01212: Reed Farm, Farmhouse, Westwood Road, Kingston, Kent: Single-storey side extension with a pitched roof – **this was discussed and it was decided by all to support the application.**

b) **Two planning applications were determined and discussed:**

- CA/22/02127: 45 The Street, Kingston, Kent: Single-storey extension to existing outbuilding together with the construction of a glazed link to side and external alterations. **GRANTED**
- CA/22/02128: 45 The Street, Kingston, Kent: Application for Listed Building Consent for single-storey extension to existing outbuilding together with the construction of a glazed link to a rear projection together with internal alterations and external alterations. **GRANTED**

c) **One planning enquiry was received and discussed:**

- CA//19/00095: This has been passed to Planning Enforcement at Canterbury City Council regarding the change of use of the property and an update will be given once they have investigated. Clerk will update the resident who raised the issue and keep them informed of any developments.

## 8. Finance:

a) Payments and Receipts:

Bank Balance as of 27<sup>th</sup> June 2023: £30,028.41 (Including grants and reserves)

### Receipts:

Canterbury City Council: CFF Funding - £2,686.00

### Payments:

Clerk Salary – June 2023

Village Hall Trust (allocated share of the CFF funding) - £2,390.00

Envisage Groundcare Ltd – Mowing & Strimming (May 2023) - £90.00

Reimbursement of Paint for Bus Shelters: Jerry Cook - £16.00

Unity Trust – Service Charge - £18.00

The above payments were proposed by Cllr Spencer and seconded by Cllr Reeves and all agreed for them to be paid.

- b) Savings Account – Our current bank provider offers an instant access saving account which could give some interest on the reserves the PC holds. It was proposed that this account was opened and £25,000 was deposited into it by Cllr Reeves and seconded by Cllr Cook and all agreed to this.

**9. Miscellaneous Parish Council Matters:**

- a) Refurbishment of the noticeboard and bus stops:

Alan kindly took the Kingston Parish Council piece of the noticeboard to the Fifth Trust who have done a lovely job restoring it. They didn't charge for this but it was proposed to give a donation to the Trust of £25 by Cllr Reeves, seconded by Councillor Spencer and all agreed. Clerk will arrange the £25 donation to Fifth Trust.

Cllr Cook recently painted the bus stop at the junction of The Street and Bonny Bush Hill and has submitted the receipt for reimbursement of the paint. Everyone thanked Cllr Cook for the excellent job he did on the bus shelter.

A further noticeboard at Green Acre was raised and agreed that this will be investigated further.

So far, no quotations have been received for the refurbishment of the two mosaic village signs. The Clerk will look for further organisations to provide quotations.

- b) Kingston Welcome Pack

Cllr Story has agreed to take on the project of the Welcome Pack and will be refreshing the information provided in the pack. Cllr Chatley to send information of the village groups to ensure they are all included in the pack.

- c) Emergency Plan

Cllr Martin holds the original emergency plan and will circulate this to all. Cllr Martin agreed to stay as coordinator of the Emergency Plan and will update the current plan which is outdated and present this at the next meeting.

**10. KALC, KCC or CCC Correspondence**

- a) Community Preparedness Plans

CCC have asked that the PC sends them their emergency if it exists. The Clerk will provide this to CCC once it has been updated and agreed by the PC.

**11. Highways, Footpaths and Trees:**

- a) Highways Improvement Plan

Response received from KCC to say the new signs on Marley Lane should be in place by Mid July. The Clerk will chase a response on Covert Lane as KCC Highways have said they are awaiting an update from their Planning and Advice Team.

- b) Embankment Ownership Boundaries

Avril visited the archives and produced a map for the boundaries of ownership for the Embankment. This was given to the Clerk to keep in the PC files.

- c) Woodlands Management Plan

Cllr Spencer, Cllr Chatley, Cllr Sole and some of the volunteers met with KCC (Plan Tree Delivery Officer) and unfortunately, we have missed the opportunity to apply for any grants this year but can make an application next year. KCC will be providing some further information on future management of the Embankment including recommendations for contractors to undertake any works.

The area needs strimming as the track is overgrown. It was felt that this should be carried out by a contractor and not the volunteer group. The Clerk to get some quotes for the strimming of the Embankment.

d) Tree Surveys

The need for a complete tree survey of the Embankment was discussed and it has been recommended by many contractors and KCC that the ivy on the trees needs to be removed first before a specialist can carry out the survey. It was agreed that two different quotations for Ivy removal be sort from at least three contractors by the Clerk for discussion at the next meeting. The first quotation will be for the removal of all the appropriate Ivy on the whole area Embankment and the second will be for the removal of the appropriate Ivy on half of the area of the Embankment. This will then be presented at the next meeting alongside any information KCC provide so a decision can be made on how to progress.

e) Footpath from Kingston to Barham

Barham Parish Council have approached the Clerk to see if the PC would be interested in creating a new footpath from Kingston to Barham. This was discussed and most councillors agreed to support this in principle. Cllr Spencer raised some concerns about creating another footpath when there are already several existing footpaths between Kingston and Barham. The Clerk to contact Barham Parish Council and agree to investigate this further with them.

f) Footpaths within Kingston Parish

Cllr Chatley confirmed he had spoken to the new owner of the land where stile CB275 is located and he has confirmed that he would like to keep the rails as they are of historical value but would be happy to cut out the scaffolding poles.

g) Litterbin outside The Barn

The request for a new litter bin has been sent to CCC and we are awaiting a response.

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

a) South East Water Supply Problems

A letter from the Chief Executive regarding the recent supply issues and hose pipe ban has been circulated to all Councillors.

**13. Matters for future discussion:**

None were raised.

**14. Date of next meeting:** 4<sup>th</sup> September 2023 at 7.30pm in The Barn, Kingston

There being no further business, the meeting was closed to the public at 21:06.

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 4<sup>th</sup> September 2023.**

Future meeting dates: 02/10/23, 06/11/23 and 04/12/23