



KINGTON PARISH COUNCIL

Minutes of the Meeting of the Council

Monday 2nd October 2023 at 19:30

Present: Cllr Paul Chatley (Chairman); Cllr Jerry Cook; Cllr Davina Martin (Vice-Chairman); Cllr Val McWilliams; Cllr Steve Reeves; Cllr Laura Spencer; Cllr Richard Story; PC Simon Reed; 4 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. Apologies were received from Cllr Mike Sole (County & City).

2. Minutes of previous meetings:

The minutes of the Parish Council Meeting held on Monday 4th September 2023 was approved as a true record, proposed by Cllr Reeves and seconded by Cllr Story.

3. Declarations of interest

Cllr Chatley declared an interest in agenda item 7a (CA/23/01678).

4. Public Forum:

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

Two points were raised by members of the public:

- Contact details for someone who can quote to repaint the mosaic village signs was given to the Clerk. Clerk will contact for quotations.
- Church Lane wasn't included in the recent street cleaning complaint to CCC. Clerk will raise this on CCC website.

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

PC Simon Reed updated on the issue of off-road bikes using private/public land illegally. Recent patrols have managed to seize three dirt bikes and three addresses were obtained although they were not local. This is a problem across districts with the offenders using land in Aylesham, Barham, Adisham etc.

PC Reed also updated that they have now carried out two speed checks along The Street and there was no speeding at all during these checks.

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

- Clerk has not yet written to SE Water and UKPN regarding the recent road closures. This will be completed before the next meeting.
- Road closures have been announced in Turks Hill from 16th October to 3rd November 2023
- The local Neighbourhood Watch is going to close due to people leaving and no one willing to take it over. They will be having one final meeting to wind it up. There is hope this will be replaced by something new.

7. Planning

a) Two new planning applications were received and discussed:

- CA/23/01678: 50 The Street, Kingston, Canterbury, Kent: TPO No 6/1968- T1. Sycamore, Fell to ground level in rear garden - **Applicant has received a letter from CCC with amendments to the application so this application will change to reflect the new changes.**

- CA/23/01698: Hornbeams, Jesses Hill, Kingston, Kent: Detached single-storey ancillary annexe following demolition of existing Barn, including part change of use of existing paddock to garden - **This was discussed and although the PC is neutral to the application it was felt that the building is not an annex as described as it is not attached or adjacent to the current property and is in a separate paddock. Councillors agreed that they would like this added to the comment of the CCC planning portal.**

b) Two planning applications were determined and discussed:

- CA/23/01212: Reed Farm, Farmhouse, Westwood Road, Kingston, Canterbury, Kent: Single-storey side extension with a pitched roof. **GRANTED**
- CA/23/00683: 3 Rectory Orchard, Church Lane, Kingston, Canterbury, Kent: Single-storey front and side extension, single-storey rear extension and detached garage following demolition of existing attached garage/store room. **GRANTED**

c) One planning enquiry was received and discussed:

- CA//19/00095: response has been received from CCC Planning Enforcement and after investigation they have determined there is no planning breach. Clerk has responded to the resident who raised this.

8. Finance:

Payments and Receipts: Bank Balance is £28,202.38 as of 26th September 2023 (Including grants and reserves) £25,000 in the savings account and £3,202.38 in current account of which £8,000 is reserves and £1,133.20 is left within the embankment grant.

a) Payments:

Clerk Salary – July and August 2023
Paul Chatley - £79.99

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

Standing order – paying the Clerks wages by standing order was discussed in line with the Financial Regulations 2018 and to be reviewed every two years. Cllr Chatley proposed that a standing order was set up for monthly payment by SO for the wages, this was seconded by Cllr Cook and all agreed to this.

b) Half Yearly Statement

The statement for September 2023 was circulated prior to the meeting and discussed. The Precept will need to be decided at the next meeting so all councillor to review the statement for the next meeting. As agreed, the precept will be £3,000 less in line with previous agreements to utilise some of the PC's reserves.

9. Miscellaneous Parish Council Matters:

a) Refurbishment of the noticeboard and bus stops:

Following an inspection, it was reported that the noticeboard at Green Acre needs cleaning and varnishing. Cllr Cook has agreed to do this when he can get to it.

As mentioned above in item 4, contact details for the mosaic signs was given to the Clerk for a quotation to be obtained for the next meeting.

b) Kingston Welcome Pack

The updated version of the contact pages were circulated to councillors before the meeting. The next step is to finalise and then get quotes for printing and folders which Cllr Story and Cllr Martin will do. There are still copies of the Kingston PROW maps available and Cllr Martin will investigate selling copies of these at village shop in Barham.

- c) Emergency Plan
Copies of the plan from contents page to appendices (main section of emergency plan) were circulated at the meeting. Feedback requested on whether it is still up-to-date and contains all information needed. Action for everyone to read and come back with comments at the next meeting.

10. KALC, KCC or CCC Correspondence:

- a) Salt Bags:
KCC has sent an email asking for requests from PCs for salt 1 tonne bags. It was agreed that the PC would like to ask for two bags. Location to be confirmed and Clerk to reply to KCC.
- b) Volunteer Flood Warden Training – 8th November 2023:
Flood warden training details were received from EA – a few Kingston properties are at risk of flooding. Cllr Chatley to put the details on Facebook for community volunteers

11. Highways, Footpaths and Trees:

- a) Highways Improvement Plan:
Cllr Reeves informed the meeting that the heavy vehicle signs have now been put up on Marley Lane by KCC Highways but are obstructed by trees. Clerk will raise this with KCC Highways. KCC Highways have also informed Cllr McWilliams that her various reports of potholes around the Parish will start to be addressed from Monday week. Cllr McWilliams to monitor this and report back at the next meeting.
- b) Woodlands Management Plan:
Cllr Spencer informed the meeting that Avril has been in contact to say they are ready to start volunteering. It was agreed that the Clerk will obtain quotations for the footpath into and along the embankment to be strimmed urgently. It was agreed that a Councillor will need to be there to meet person strimming and ensure it is carried out correctly.
- c) Tree Surveys:
One company has provided a quotation for the removal of ivy on the embankment to enable a full comprehensive tree survey to be undertaken. Two quotations were received: one for removal along the entire embankment at £2,700 inc. VAT and one for half of the Embankment (recreation ground side) at £1,800 inc. VAT. It was proposed to go with the first quotation of £2,700 inc. VAT by Cllr McWilliams, seconded by Cllr Spencer and agreed by all. Clerk will accept the quotation, sign the form and get dates for the works to be carried out.
- d) Replacement trees:
Clerk has emailed Underdown Nurseries to ask that the promised replacement trees be planted in September. To date no response has been received. It was agreed that the Clerk will email them again to chase this with a deadline for a reply. The email will also confirm that that if no response is received by the agreed deadline, that the parish council will assume they are not going to undertake the tree planting as agreed and that the invoice (inv 63) is now settled in full and the 10% retained from it will be used by us to plant the trees ourselves.
- e) Footpath from Kingston to Barham:
The date for meeting between the two parish councils still to be arranged. Clerk will contact Barham PC to arrange some possible dates.
- f) Footpaths within Kingston Parish:
Stile CB275 haven't removed it yet. Cllr Chatley has previously spoken to the owner of that section of the embankment who wanted to leave the rails but remove the poles. Cllr McWilliams will progress this with Kent PROW.

g) Litterbin outside The Barn:
Still waiting quote from CCC.

f) Jesse's Hill
No update received from KCC Highways so Clerk will chase this for the next meeting.

g) Nailbourne Close Embankment
This was discussed and it was agreed to carry out a one off strim of the Embankment at Nailbourne Close. Clerk will obtain quotes for the works.

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

Nothing to report.

13. Matters for future discussion:

- An email has been received, after the agenda for this meeting was published, from the Church asking for grant funding for repairs. This will go onto the agenda for next meeting on 6th November 2023.
- A number of overgrown private hedgerows along The Street were raised as causing an obstruction to the highway. Councillors to email the Clerk with any properties who hedgerows are causing an obstruction and the Clerk will write to the properties and ask them to cut them back.

14. Date of next meeting: 6th November 2023 at 7.30pm in The Barn, Kingston

There being no further business, the meeting was closed to the public at 20:50.

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 6th November 2023.

Future meeting dates: 04/12/2023, 08/01/2024, 04/03/2024, 15/04/2024, 13/05/2024 (Annual Parish Council meeting), 22/05/2024 (Annual Village Meeting), 03/06/2024, 08/07/2024, 02/09/2024, 07/10/2024, 04/11/2024 and 02/12/2024