



KINGSTON PARISH COUNCIL

Minutes of the Meeting of the Council

Monday 6th November 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; 7 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 given for trouble with agenda showing on our website, the provider had installed new firewall software which was affecting the website and this has been rectified. Apologies were received from Cllr Laura Spencer, Cllr Mike Sole (County & City), PC Taylor and PC Angell.

2. Minutes of previous meetings:

The minutes of the Parish Council Meeting held on Monday 2nd October 2023 was approved as a true record, proposed by Cllr McWilliams and seconded by Cllr Cook.

3. Declarations of interest

Cllr Chatley declared an interest in agenda item 7b (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 point was raised by members of the public:

- The possible footpath between Barham and Kingston. The previous Kingston Parish Councillor raised that this has been looked at previously without success with KCC and relevant parties.
- Church needs £30,000 for repairs to the tower. It is hoped that the PC can give a donation as to be discussed later in the agenda.

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

There are two new Police Officers for our area replacing PC Reed and PC Wratten. They are PC Taylor and PC Angell. It was suggested that the new contact email addresses are put onto the PC website so the Clerk to check and let Cllr Chatley know.

Cllr Sole's October report has been previously circulated to all members and is on Facebook.

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

- Clerk has written to both SE Water and UKPN and replies from both have been received.
- Cllr Chatley has raised two jobs for overgrown trees to KCC – one at sign post at Marley Lane and the other along The Street. It was raised that Church Lane also needs to be reported.
- Street Cleansing at Church Lane has been reported and they have now completed the cleansing. They informed a resident they will be back every three weeks to complete cleansing.
- Clerk has received correspondence from a resident concerning dogs on leads in the park. As the play area and ground is owned by the Village Hall Trust, the Clerk has forwarded the enquiry onto them for a response to the resident.
- Cllr McWilliams reported that the recently reported potholes have mostly been repaired inc Marley Lane.
- The Clerk is undertaking the ILCA course and it has been agreed that 25% costs will be covered by Kingston and remaining to be paid by Clerks other PC's.

- Cllr Cook has received good response to the volunteers request in Parish magazine and confirmed that 6 people have volunteered.
- Cllr Chatley reminded all Councillors to review the Communication protocol document on the website and to ensure they respond to all when the Clerk emails a request especially when it is relating to quotations for works. Everyone needs to respond to these types of emails.
- Closure of Patricbourne Road and ongoing closures of A2 for replacement of bearings to supports below bridge – there will be mixture of closures from Monday 30th October 2023 to spring 2024.

7. Planning

a) New Applications:

- CA/23/01806: 6 The Street, Kingston, Kent: Single-storey detached dwelling with accommodation in roof together with detached double garage following demotion of existing dwelling and double garage. Support but need to highlight that consideration of traffic during construction needs to be made with appropriate mitigation methods.
- CA/23/01882: 3 Rectory Orchards, Church Lane, Kingston, Kent: Erection of two sheds. Support with no further comments to make.
- CA/23/01958: Escley, Church Lane, Kingston, Kent: Single-storey detached shed. Support with no further comments to make.
- CA/23/01895: 14 The Street, Kingston, Kent: 2 rear dormers together with replacement conservatory roof from pitched to flat. Support with no further comments to make.

b) Determined

- CA/23/01678: 50 The Street, Kingston, Kent: TPO No 6/1968- T1. Sycamore, crown reduction of 2-3m in rear garden. NO OBJECTION

8. Finance:

- a) Payments and Receipts: Bank Balance is £26,695.47 as of 31st October 2023 (Including grants and reserves) £25,135.96 in the savings account and £1,559.51 in current account of which £8,000 is reserves and £1,133.20 is left within the embankment grant.

Receipts:

Unity Trust - Interest on savings account - £135.96

Payments:

Clerk Salary – October 2023

Envisage – March & April Mowing - £120.00

Envisage – September Mowing - £60.00

Stephanie Woods – 25% reimbursement for ILCA Course - £36.00

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

- c) Half Year Statement and Precept Request 2024/25: budget forecast is £13,892 for 2024/25. It was proposed by Cllr Reeves to set the 2024/25 precept at £11,000 which was seconded by Cllr Story and all agreed.
- d) Grant request from St Giles' Church – repairs and church yard: An email has been received by the Clerk requesting financial assistance with the need repairs to the Church tower. After investigation it seems that legally the PCs should not fund repairs to churches. Clerk to obtain further advice on this from KALC. No specific amount was requested in the email. The Clerk informed that meeting that S137 of the Local Government Act 1972 allows PCs to give funding to charities etc at £9.93 per resident as per electoral register. The closed part of the Church yard was raised by Cllr McWilliams but this has previously been discussed when a request was received by the PC by the PCC. After investigation, it was discovered that it needed to be referred to CCC but the PCC withdrew the request and it was closed. Clerk to get clarification on this as well from KALC.

8. Miscellaneous Parish Council Matters:

- a) Refurbishment of the noticeboard and bus stops:
The notice board at Green Ache has now been refurbished by one of the village volunteers. Clerk to chase quotation from artist for the mosaic village signs.
- b) Kingston Welcome Pack
Cllr Martin updated that the Defib details has now been added into emergency contacts following. The Emergency Directory is complete now and the pack is ready to go to printers. Cllr Martin and Cllr Story to obtain quotations to be discussed and agreed at the next meeting. It was also agreed to put a condensed version of the emergency directory in the village magazine. Cllr Martin to speak to editor of magazine to get this as a permanent feature.
- c) Emergency Plan
Cllr Chatley gave amendments to what was circulated at the last meeting to Cllr Martin. This is an ongoing project and an update will be given at the next meeting.

9. KALC, KCC or CCC Correspondence:

- a) CCC – Local Government Boundary Review
Email circulated to members before the meeting on the boundary review - closes December 2023.
- b) CCC - Polling District Review
Email circulated to members before the meeting.
- c) CCC - Dog Control Public Space Protection Order
Email circulated to members before the meeting.

11. Highways, Footpaths and Trees:

- a) Highways Improvement Plan:
New HGV signs on Marley Lane are the wrong signs as per HIP. Awaiting response from KCC on this. Covert Lane horse signs planned locations have been circulated and it was agreed they were not where they should be placed. The proposed sign just before stables is ok but the other one needs to be resighted to car park by bridlepath, outside the water treatment works. Clerk to liaise with KCC over this.
- b) Woodlands Management Plan:
Strimming has been completed for the agreed price of £60.00. Cllr Reeves reminded the meeting that access needs to be installed to embankment for future tree works. This needs to be discussed once the Tree surveys have been completed.
- c) Tree Surveys:
Ivy removal due to be completed in next few weeks.
- d) Replacement trees:
Clerk has emailed Underdown Nurseries again on 9th October 2023 giving a deadline of 16th October 2023 for reply asking that the promised replacement trees be planted in September. To date no response has been received so as the email stated that that if no response is received by the agreed deadline, that the parish council has now assumed 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:
Barham PC has been contacted and have agreed to provide some future dates for a meeting.

- f) Footpaths within Kingston Parish:
Cllr McWilliams informed the meeting that Stile CB275 has now been completed. Stile CB277 has also been revamped as well.
- g) Litterbin outside The Barn:
No further update on this. Clerk to chase CCC again and look for alternative quotations.
- h) Jesse's Hill and Marley Lane
KCC has informed the PC that they are not going to be undertaking any works on Jesse's Hill as it has been inspected and is not in a critical condition. They have also inspected Marley Lane and there are some marked areas for pot hole repairs. They currently deem the road surface as acceptable but will be monitoring it.
- i) Nailbourne Close Embankment
The one-off strim has now been completed.

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

None

13. Matters for future discussion:

None

14. Date of next meeting: 4th December 2023 at 7.30pm in The Barn, Kingston

There being no further business, the meeting was closed to the public at 20:38.

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 4th December 2023.

Future meeting dates: 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