



# KINGSTON PARISH COUNCIL

## Minutes of the Meeting of the Council

Monday 15<sup>th</sup> April 2024 at 19:30

**Present:** Cllr Paul Chatley (Chairman); Cllr Jerry Cook; Cllr Davina Martin (Vice-Chairman); Cllr Val McWilliams; Cllr Laura Spencer; Cllr Richard Story; 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 PC Taylor (Kent Police) and Cllr Mike Sole (KCC & CCC).

### 2. Minutes of previous meetings:

The minutes of the Parish Council Meeting held on Monday 4<sup>th</sup> March 2024 was approved as a true record, proposed by Cllr Story, seconded by Cllr Cook, and signed by the Chairman as a true record.

### 3. Declarations of interest

None received.

### 4. Public Forum:

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

Nothing was raised.

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

Kent Police's March newsletter was previously circulated to all Councillors along with Cllr Sole's March and Annual reports. All councillors expressed their thanks to Cllr Sole for all his hard work for the Parish.

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

- Cllr Martin received a copy of letter from resident from Trooli about new optical fibre installation asking if they could go onto his land to fit box to telegraph pole ready for fibre broadband.
- Resident has replied to PC precept email response saying thank you for comprehensive explanation.
- St Gile's Church PCC have formally emailed the PC to thank for generous grant towards closed church yard.
- Marley Lane will be closed from 21<sup>st</sup> – 24<sup>th</sup> May 2024 for tree works.

### 7. Planning

#### a) New Applications:

- CA/24/00204 - Ileden Farm Barn, Ileden Lane, Kingston - Change of use from sui generis to light industrial use – applicant has sent all planning documents plus one resident has sent in comments. Main concern is the possible increase in traffic in and out of junction on A2. It was agreed that the PC response would be neutral in principle but consideration for the increased traffic from the change of use needs to be undertaken. Clerk to send response to CCC Planning.

### 8. Finance:

- #### a) Payments and Receipts:
- Bank Balance is £20,342.36 as of 10<sup>th</sup> April 2024 - £19,454.25 in the savings account and £888.11 in current account (of which £8,000 is reserves).

Receipts:

Unity Trust Bank – Credit Interest - £145.49

Payments:

St Giles's Parochial Church Council – Grant Award - £400.00

Unity Trust Bank – Service Charge - £18.00

Stephanie Woods - Clerk Salary (March 2024)

Envisage – Mowing (March 2024) - £60.00

KALC – Annual Subscription - £281.29

The above payments were proposed by Cllr McWilliams and seconded by Cllr Story. ALL AGREED.

Cllr Chatley informed the meeting that the Precept arrived today and the bank balance is now £31,342.36 with £11,000 in reserve. It was proposed by Cllr Story to transfer £10,000 from the current account to the savings account which was seconded by Cllr Spencer. ALL AGREED.

b) CCC Concurrent Funding

CCC have confirmed that the PC will receive the annual CFF Payment of £2,686 in April 2024 which remains the same as last year's payment. As per last year, £2,390.00 will be transferred to The Village Hall Trust and £296 will be kept by PC.

**9. Miscellaneous Parish Council Matters:**

- a) Refurbishment of mosaic village signs: The volunteer coordinating the restoration of the mosaic signs updated that the restoration is now completed and the company who conducted the works asked that the PC donate £50 on their behalf, for the works undertaken, to Kent & Sussex Air Ambulance. This was proposed by Cllr Spencer, seconded by Cllr Martin and ALL AGREED. Signs just need to be painted now which has commenced and should be completed soon.
- b) Emergency Plan: KFR have a draft community resilience plan which has been email to all councillors during the meeting for review and further consideration at the next meeting.
- c) Annual Village Meeting: Speaker is arranged. Clerk to contact village group and circulate the previous minutes. Clerk will also arrange the wine and nibbles and Cllr Spencer will arrange local apple juice.
- d) Parish Council Documentation: asset register and risk assessment all updated. It was confirmed that the sandbags and wheeled barrow are still present. It was proposed by Cllr Cook to accept the amended documents and this was seconded by Cllr Story.

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

- a) Draft Canterbury District Local Plan to 2040: Circulated and on website. Councillors to look and see if PC response is required to be discussed at next meeting.

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

- a) Highways Improvement Plan: Still no response received from KCC as officer is on annual leave so Clerk will chase for next meeting.
- b) Bus stops – drop kerb: Cllr Sole circulate a letter from KCC to say they are installing drop kerb to bus stop by Black Robin Lane by May 2024. Other bus stop is still under consideration.
- c) Woodland Management Plan: Cllr Chatley raised the need to investigate access for machinery to embankment. Clerk to speak to Cllr Reeves for advice as groundworks will be needed. Quotes for tree survey to be circulated for next meeting.
- d) Footpaths within Kingston Parish: Cllr McWilliams updated that the footpath adjacent to The Barn is slippery and needs the new surface laying again. Cllr McWilliams to raise the with Kent PROW. The footpath on The Street which had a tree blocking it has now been completely cleared. Cllr Chatley reported that he has replaced one step on embankment steps.
- e) New Litterbins: The bin installed on the field next to The Barn is not vermin proof and the bags are being ripped. Will ask for the bin to be replaced with something more suitable.
- f) South East Water – Meter Leakage: This is now complete.
- g) Salt Bin & Salt Delivery: Response received from KCC to say it is now too late to deliver salt bags and that the officer responsible for the placement of salt bins has yet to respond. Clerk to chase for next meeting.

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

Nothing to report.

**13. Matters for future discussion:**

- Cllr Spencer raised the issue of a pop-up camp site just outside Kingston boundary which falls within FHDC. Information will be circulated to the Clerk and Chairman for future discussion.
- Cllr Chatley to produce a poster for annual meeting to go into the noticeboard and on Facebook.

**14. Date of next meeting:** Annual Parish Meeting on 13<sup>th</sup> May 2024 at 7.30pm in The Barn, Kingston

There being no further business, the meeting was closed to the public at 20:31.

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 13<sup>th</sup> May 2024.**

Future meeting dates: 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

