

# KINGSTON PARISH COUNCIL

## Minutes of the Meeting of the Council

Monday 4<sup>th</sup> October 2021 at 19:30

### Present:

- Cllr Davina Martin (Chair)
- Cllr Gina Pearson
- Cllr Paul Chatley
- Cllr Val McWilliams
- Cllr Steve Reeves
- City and County Cllr Mike Sole
- 4 Members of the Public
- Mr Christopher Howard (Clerk)

### 1. Apologies and approval of absences:

The chairman welcomed everyone to the meeting and asked for apologies for absence. Apologies received and accepted from Councillor Vince Stribbling (holiday) and Councillor Laura Spencer (work commitments)

### 2. Minutes of previous meetings:

Minutes of the Ordinary Meetings held on Monday, 6<sup>th</sup> September was approved as true a record. This was proposed by Cllr Pearson and seconded by Cllr Chatley.

### 3. Declarations of interest:

None .

### 4. Public Forum:

Members of the Public in attendance were afforded the opportunity to ask a question or make a statement. No comments made.

### 5. Reports from County and City Council members:

An extensive report update from Cllr Sole was circulated to councillors prior to the meeting. Cllr Sole gave a brief overview of what had been a busy month for himself and provided information of all the work he had been doing in his individual parishes to show the scope of his work. He was pleased to see the Parish Council working on a Highways Improvement Plan. By comparison to his other parishes, Kingston had been quiet but re-stated that he is happy to answer any questions or queries.

A member of the public asked Cllr Sole if there were any results from the KCC Recycling Centre questionnaire yet, and if a decision had been made. Cllr Sole said that whilst the results are still being considered, he believes that KCC are possibly looking at retaining the online booking system as they have seen it keep queues down and that it also prevents those living out of county from using the Recycling Centres. The decision would be made later this month by a KCC committee of which he is not a member.

Cllr Reeves mentioned that Jessie's Hill, Kingston is getting worse and causing issues due to the recent poor weather. Roadworks in the area had also used the road as a diversion, which should not have happened since the road is unmade and no longer maintained by Highways. Cllr Sole said he would approach Highways and request that the diversion be moved as he is also aware that the road should not be used as a diversionary route. Cllr Sole suggested the road be put on the Highways Improvement Plan, and to ask Sebastian Bures from KCC to come and look at the road.

*Clerk to add Jessie's Hill to the HIP and to contact Sebastian Bures about arranging a visit*

**6. Reports from Police Community Support Officer (PCSO):**

The report from the PCSO had previously been circulated to councillors. There were no crimes of note for Kingston. It was mentioned that the PCSO attended the Kingston Village Fete and had carried out multiple foot patrols.

**7. Matters arising: (if not already on the Agenda)**

Prior to the meeting, the Clerk had circulated information regarding members of the council carrying out paid work on behalf of the council. Advice given was that this should not occur. Cllr Chatley stated that on checking the Standing Orders, that there is nothing to say a councillor could not be paid and requested that further clarification be obtained.

*Clerk to email advisor at KALC for further clarity on the rules, regulations and legislations around councillors being employed by the council to carry out paid work*

**8. Updates on Ongoing Issues and Actions to be considered:**

- a) Cllr Martin stated that she had received a quote from Andrew Sage for £560 (including VAT) to remove the brambles near to the Black Robin Public House. The work would be a two-year project and would involve cutting back to the stump line, removing the brambles and treating the area the following year.

Cllr Reeves stated that his quote would be £450 (VAT free). Again, he stated the work would take 2 years. He would suggest removing the elder tree, moving the stock fencing and brambles, and treating the area the following year.

Part of the work would require going into a field, of whom the owner is unknown, although suspected to be Shepherd Neame Brewery.

*Clerk to confirm the identity of the landowner*

- b) The Clerk stated that he had emailed Cllr Stribbling regarding clarity to the concerns, but had not received a reply, most likely due to Cllr Stribbling being away. The Clerk had circulated the previous Delegate Report as some of the questions raised were within that report. The matter would be brought up again in planning as The King's Yard had put in another planning application.
- c) Salt Bins within the parish has previously been brought up and the suggestion was to add them to the October agenda. The most pressing location for a salt bin would be in the corner of the lay-by in Church Lane opposite "The Retreat". Cllr Sole stated that to request new salt bins, an email would need to be sent requesting one. He said he would send the email through to the Clerk in due course. Cllr Sole stated that refilling of the salt bins, occurs over October and November. Should any bins be missed, a request to fill them can be made from the start of December onwards.

*Clerk to request a new salt bin on receipt of the email address from Cllr Sole*

- d) Cllr Pearson spoke about the recent KALC meeting that had occurred in person at The Barn Kingston. She stated that there were a lot of apologies for absence, seemingly down to the

pandemic still being a threat. Regarding the agenda, it seemed to all be regarding how CCC were not answering any questions asked by KALC on behalf of Local Parishes, and that very little progress appears to be being made.

- e) Cllr Pearson who attended the CCC Engagement Meeting stated that the meeting was regarding how the new Cabinet style system would work at CCC which they have decided to introduce. Cllr Pearson believed that the meeting was CCC trying to appease Local Parishes given that they had made the decision without prior consultation.

## 9. Planning:

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

**CA/21/02077 – Location:** King's Yard, The Street, Kingston, Kent, CT4 6JQ – **Proposal:** Erection of storage shed. **P.C. Comments:** Objection – The Parish Council objects to the plans proposed for King's Yard. Numerous councillors stated that they had seen the site advertised as for sale on an estate agent website and are unsure why planning application has been requested and should be granted considering this. Councillors also questioned if proper authority has been sought to change the land usage from industrial to retail, given the flower business now present there. The same argument for refusal is given as last time a planning application was received for the site.

*Clerk to respond to the planning officer with the Parish Council's objection*

The following “**Granted**” Planning Applications were noted:

**CA/20/01163 – Location:** Marley Lane, Kingston, Canterbury, Kent, CT4 6JL – **Proposal:** Erection of a 20m telegraph pole with 3 no. antennas, 2 no. 0.3m dishes, 2 no. equipment cabinets, a pole mounted satellite dish and 1 no. generator together with erection of fencing, landscaping, and formation of access.

**CA/21/01693 – Location:** Marleywood Yard, Marley Lane, Kingston, Kent, CT4 6JJ – **Proposal:** TPO no 1/1983/KIN- Fell 4 no Ash Trees, Fell 4 no. Hornbeam, coppice Hazel, Hornbeam and Ash trees.

**CA/21/01871 – Location:** The Mill Tower, Westwood Road, Kingston, Canterbury, Kent, CT4 6JL – **Proposal:** Single-storey annexe

**CA/21/01887 – Location:** Cherry Tree Villa, Covet Lane, Kingston, Canterbury, Kent, CT4 6JS – **Proposal:** Detached double garage with room over, dormer window and external timber deck.

**CA/21/01388 – Location:** Land Adjacent to Whitelocks Barn, The Street, Kingston, Canterbury, Kent, CT4 6JQ – **Proposal:** Erection of stable block  
(Result was received after publication of the agenda, and so agenda shows awaiting decision)

## 10. Finance:

- a) Payments:

The expenditure below was authorised, made up of:

Dynamix – Payroll Fees October: £7.80

Chris Howard – Clerk Salary September

Microsoft Office Subscription: £79.99

Parish Council Insurance: £547.49

- b) Clerk's Salary in Minutes and Agendas:

The Clerk reports that following advice, the salary of the Clerk is covered by employment law, GDPR and the data protection act, as well as the Parish Council having a duty of care towards its employees. This means that the salary should not be disclosed in minutes and agendas.

c) Internet banking:

Cllr Pearson reported that she had been into the local Lloyds Bank branch and discussed with a member of staff the issues the Parish Council had been having. It has been agreed that the member of staff spoken to will scan the paperwork into the system and save it so that if there are any issues moving forward there will always be a copy held by the branch. The account has been made whilst there and the paperwork has been printed off and awaits signatures from signatories.

*Cllr Pearson to get paperwork signed by councillors and returned to the bank.*

d) Parish Council Insurance Renewal:

Due to the deadline on the renewal quote, councillors decided via email on which quote to approve. It was unanimously agreed to go with Pen Underwriting for £497.49 (plus £50 admin fee), as suggested by our current insurance brokers, Came and Company.

*Clerk to send cheque to Came and Company for the insurance renewal*

## **11. Highways and Footpaths:**

a) Highways Improvement Plan:

Draft of the Highways Improvement Plan (HIP) has been circulated to councillors prior to the meeting. Cllr Spencer offered prior to the meeting to sit down with the Clerk to go through the HIP.

*Clerk to continue with the HIP alongside Cllr Spencer.*

b) CB275 Stile:

The Clerk stated that the stile on CB275 has been reported to Highways through the online reporting tool.

*Clerk to chase up a response from Highways regarding the report*

c) Church Lane Drainage:

The Clerk stated that the drainage issues on Church Lane have been reported to Highways through the online reporting tool. Cllr Sole commented that there are issues with Highways currently and having a backlog of work regarding drain clearing.

*Clerk to chase up a response from Highways regarding the report*

Councillors reported that there is overhanging vegetation over numerous bridleways in the village. The crowns of the trees are such that horse riders are having to duck under them. The affected paths are CB274 and CB273.

*Clerk to contact the landowners regarding the overhanging vegetation.*

## **12. Platinum Jubilee 2022:**

Cllr Chatley reported that he had spoken with The Barn Trust, and they are in agreement about planting a tree together with the Parish Council to celebrate the Queens Platinum Jubilee. The area suggested is in the playing field near to The Glebe. The councillors discussed the suggestions made by Alun Griffiths and Cllr Reeves, and it was decided that a copper beech would be planted. Cllr Reeves has also offered to donate the sapling.

*Cllr Chatley to speak with the Trust regarding the Parish Councils suggestion of a copper beech.*

### 13. Roll of Honour

The Roll of Honour was purchased by the Parish Council and was due to be gifted to the church for display. Unfortunately, this has not occurred, mainly due to the church having damp walls, which would cause a quick deterioration of the Roll of Honour. One suggestion is to mount it on an easel, to enable the church to both display it and move it around as needed. Suggestions were sought regarding local carpenters to make a good looking and presentable sturdy stand, possibly with the ability to affix the Roll of Honour to it. No suggestions could be thought of at the time.

*Cllr Martin to bring in the Roll of Honour to the next meeting to better advise the council on how to proceed*

### 14. Clerk Report and Correspondence (Unless otherwise discussed):

#### a) Bonfires:

The Clerk reported that there had been a complaint within the village regarding bonfires. Having discussed the issue with Cllr Sole, there are no powers the Parish or City Council have to control a domestic bonfire other than nuisance powers, but these are too weak and would only come into effect if someone was being regularly anti-social. However, if it was deemed to be burning of commercial waste then there would be other applicable rules.

#### b) Police Parish Forum:

The Clerk asked if there were any other councillors wishing to attend the Police Parish Forum alongside Cllr Pearson and Cllr McWilliams.

*The Clerk to confirm with KALC that Cllrs Pearson and McWilliams will be in attendance*

#### c) CCC Open Spaces Survey:

The Clerk asked if there were any councillors wishing to fill in the CCC Open Spaces Survey. Cllr Pearson agreed.

*The Clerk to send the CCC Open Spaces Survey to Cllr Pearson*

### 15. Matters for future discussion:

None raised

There being no further business, the meeting closed at 8.41pm.

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.**

**Date of next meeting: Monday 1<sup>st</sup> November 2021 in The Barn, Kingston at 7.30pm**