

KINGSTON PARISH COUNCIL

Minutes of the Meeting of the Council

Monday 6th September 2021 at 19:30

Present:

- Cllr Davina Martin (Chair)
- Cllr Gina Pearson
- Cllr Paul Chatley
- Cllr Val McWilliams
- Cllr Steve Reeves
- Cllr Laura Spencer
- Cllr Vince Stribbling
- 2 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 City and County Councillor Mike Sole (work commitments).

2. Minutes of previous meetings:

Minutes of the Ordinary Meetings held on Monday, 7th June 2021 and Monday, 5th July 2021 were approved as true records. The meeting in June was proposed by Cllr Chatley and seconded by Cllr Stribbling. The meeting held in July was proposed by Cllr Pearson and seconded by Cllr Chatley.

3. Declarations of interest:

Cllr Spencer declared an interest in planning application CA/21/01887, due to it being her application.

Cllr Reeves declared an interest in planning application CA/21/01693 due to it being his application.

4. Public Forum:

One member of the public wished to thank the Parish Council for purchasing and installing signage at the passing place of Millennium Bridge on The Street.

Another member of the public raised a suggestion for the Highways Improvement Plan (HIP). There are drainage issues along Church Lane, Kingston, and so the suggestion was made that more drains be installed along the road to prevent potential flooding of properties on the road.
Clerk to add the suggestion to the HIP

It was also raised if, in the interest of transparency, there was a reason that the Clerk's salary was missing from the agenda and minutes. The Clerk stated that it was not proper practice for this to occur but that he had no issues personally with it. Following the meeting the Clerk did some research and the reason the salary is not stated is due to GDPR and employment law.
Clerk to seek advice on disclosure of the Clerk's salary

5. Reports from County and City Council members:

In Cllr Sole's absence, Cllr Martin gave a brief overview of the monthly report received from Cllr Sole. This was previously circulated to councillors. It was noted that Cllr Sole had had a very busy few months and that he had been on a tour of Kingston Parish with some of the councillors and the Clerk.

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

The report from the PCSO had previously been circulated to councillors. It was mentioned that the ward the PCSO must cover is large, however there were no crimes of note for Kingston.

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

None

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

a) Cllr Martin stated that she had not had any correspondence back from the Black Robin public house. Cllr McWilliams stated that she had spoken directly with the owners of the Black Robin and stated that they are more than happy to pay half of the costs to cut back the brambles. The idea was posed regarding removal of the brambles entirely to prevent the overgrowth in future. *Cllr Reeves to have a look and give an idea about what a reasonable quote may look like to remove the brambles in their entirety.*

b) Cllr Stribbling reported that he had had no further communications regarding the Kings Yard. It was suggested that maybe a message should be sent by the Parish Council. *Cllr Stribbling to write a letter regarding the issues and to send to the Clerk so that it can be circulated to councillors and sent to the Kings Yard.*

c) Cllr Chatley reported that the insurance of the Trust covers everything on the playing field.

d) Noted that the Clerk submitted a response to CCC regarding the Local Plan.

9. Planning:

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

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. **P.C. Comments:** No Objections.

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.

P.C. Comments: No Objections.

CA/21/01871 – Location: The Mill Tower, Westwood Road, Kingston, Canterbury, Kent, CT4 6JL

– **Proposal:** Single-storey annexe. **P.C. Comments:** No Objections.

The following “**Was Lawful**” Planning Application was noted:

CA/21/01030 – Location: Marley Wood Yard, Marley Wood Lane – **Proposal:** Application for lawful development certificate for existing single storey detached dwelling.

10. Finance:

a) Payments:

The expenditure below was authorised, made up of:

Dynamix – Payroll Fees August and September: £15.60

Chris Howard – Clerk Salary July and August

No Parking Sign – Purchase and Installation: £49.98

ILCA Training for Clerk: £144

Trevor Oku – Work on Railway Embankment: 150.00

EnviSage Groundcare – Mowing June to July: 150.00

b) Internet banking:

Cllr Martin reported that there were issues regarding Lloyds bank and that they had been unable to process the application and that it had now expired. The forms would need to be re-filled in and submitted.

Cllr Martin to continue to pursue Lloyds for an explanation regarding their delay in processing the application. Agenda item to be created regarding moving to another bank or staying with cheques if their response is unsatisfactory.

c) Parish Council Insurance Renewal:

Due to the quotes being mislaid a decision was unable to be made.

Clerk to recirculate quotes and to create an agenda item for the next meeting.

11. Highways and Footpaths:

a) Highways Improvement Plan:

Clerk is in communication with Michelle and Sebastian at KCC regarding the Highways Improvement Plan (HIP).

Clerk to continue with the HIP.

b) CB274:

The path is vastly improved since the start of the summer. The vegetation was cut back by volunteers due to staffing issues at PROW. It was noted however that the crown of the trees was a little low in places for those on horseback.

Owner of the trees to be approached to see if they can raise the crown of the trees to allow safer passage for horse riders.

12. Platinum Jubilee 2022:

The Clerk reported that the Platinum Jubilee tree planting scheme was to order large quantities of trees, 15 being the minimum. Alun Griffiths had been spoken to and a singular tree was recommended. It was agreed by councillors that a singular tree would be best. The point was raised that it was the understanding of the council that there was a tree on the playing field that was cut down for the children's play area to be renovated, and that a tree would be planted to replace it. It was suggested that this could be the tree. However, the land is owned by The Barn Trust and not the Parish Council.

Cllr Chatley to speak with the Trust regarding both them and the Parish Council jointly planting a tree to commemorate the Queens Platinum Jubilee.

13. The Embankment Trees:

Councillors discussed the three quotes that had been received from consultants to carry out a duty of care check on the Parish Council owned trees, as well as a schedule of tree works to allow the instruction of tree surgeons and future management of the trees. The Parish Council unanimously agreed to instruct Philip Wilson for £450.

14. KCC consultation on Household Waste Recycling Centres Booking System:

Councillors discussed KCC's plan to retain the booking system at the Household Waste Recycling Centres that was introduced during the Covid 19 pandemic. The council agreed that the booking system had been an improvement on the previous system, with less queuing occurring.

Councillors wished that one the day bookings remain as well. The only concern was regarding the potential for KCC to introduce a charge for the service and would only be supportive if this was said to not occur.

Clerk to write a letter/fill in the questionnaire regarding the Parish Councils response to the consultation.

Cllr Chatley to create a post with link on the Parish Council website and Facebook page to make members of the parish aware of the consultation process and that they can give their own response to the consultation.

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

The Clerk had received an email from the local Chartham Neighbourhood Plan committee regarding a consultation on their Neighbourhood Plan.

Email to be circulated to councillors should they wish to respond.

16. Matters for future discussion:

Cllr Pearson raised the issue of a problem stile at the foot of the embankment on CB275, which is made from scaffolding poles or similar. The suggestion was that the stile be removed or replaced with a kissing gate to enable easier access.

Clerk to write a letter to the landowner expressing concerns regarding the state of the stile. Clerk to communicate with KCC regarding a grant for a replacement.

Cllr Chatley enquired as to what was occurring with the concurrent funding for the Parish.

Cllr Chatley to email Cllr Sole regarding the current state of concurrent funding and what would happen to it going forward.

There being no further business, the meeting closed at 8.44pm.

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 4th October 2021 in The Barn, Kingston at 7.30pm