



KINGSTON PARISH COUNCIL

Minutes of the Meeting of the Council

Monday 7th March 2022 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 County and City Councillor Mike Sole (work commitments)

2. Minutes of previous meetings:

Minutes of the Ordinary Meeting held on Monday, 7th February 2022 was approved as true a record, proposed by Cllr Chatley and seconded by Cllr McWilliams.

3. Declarations of interest:

Cllr Reeves declared an interest in agenda item 9, as planning application number CA/21/02777 was his own application.

4. Public Forum:

Members of the Public in attendance were afforded the opportunity to ask a question or make a statement. One member of the public queried an up-to-date bank balance on the minutes as they had not been updated since January 2022. Cllr Martin apologised for this but stated that there had been issues receiving bank statements and so an accurate figure at the previous meeting was not known. Cllr Martin stated that a statement had been received, and that an up-to-date figure will be stated under item 10 of the agenda.

5. Reports from County and City Council members:

Cllr Sole's monthly report was received and circulated to Councillors prior to the meeting. Cllr Martin asked if Cllrs had anything they wished to comment on regarding the report. No comments were made. Cllr Chatley commented on the possibility of placing the report on the website for parishioners to read. As Cllr Sole places the report openly on his Facebook page and therefore in the public domain, it was agreed that it be uploaded.

Cllr Chatley to upload the monthly report from Cllr Sole to the website

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

The monthly crime report had not been received from the local PCSO. An email has been received however from PCSO McLeish stating that she will no longer be the PCSO for Kingston. The new PCSO is PCSO Castle, although the Parish Council are yet to receive contact from her.

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

None.

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

a) The Black Robin Brambles:

The Clerk reported that Stonegate Pub Partners, are currently getting their quote adjusted before carrying out the work.

Clerk to email Stonegate Pub Partners to request an update.

9. Planning:

The Clerk reported that there were three new planning applications since the last meeting:

CA/21/02777 – Location: Marleywood Yard, Marley Lane, Kingston, Kent, CT4 6JJ – **Proposal:** Single-storey replacement dwelling with associated parking following demolition of an existing single-storey residential building

P.C. Comments: Cllr Reeves was asked about the application as it was a resubmission. Cllr Reeves stated that the Planning Department at CCC had said he needed to add a porchway to the plans to enable it to be classified as a house, and that a boundary line for the garden had to be added. These were therefore added, and the application resubmitted. No Objection

CA/22/00177 – Location: Hoods Place, 64 The Street, Kingston, Canterbury, Kent, CT4 6JQ – **Proposal:** Variation of condition 02 (drawings) of planning permission CA/20/00729/FUL for the proposed three-storey detached dwelling with associated landscaping, parking and refuse store; to allow changes to openings and fenestration.

P.C. Comments: Councillors expressed their difficulty at accessing the plans on the Planning website, but it is believed that the variation of the application was to remove the cinema room and gym, and to add more windows. No Objection

CA/22/00113 – Location: 92 The Street, Kingston, Canterbury, Kent, CT4 6JQ – **Proposal:** Porch and single-storey front extension.

P.C. Comments: A discussion was had between Councillors as to the possible overbearing nature of the application on the neighbour at 94. Councillors are concerned that if approved, a precedent could therefore also be set in the village for extensions of this nature. Also, the application does not look very aesthetically pleasing in the opinion of Councillors. However, Councillors do not wish to put in an objection on behalf of 94 if they are happy with the application. Cllr Stribbling has said that he will talk with the residents at 94 and ask their opinion on the planning application. Should there be concerns, then the Parish Council have agreed to submit an objection.

Cllr Stribbling to talk to the residents of 94 The Street regarding the planning application

The following decisions are “Awaited”:

CA/21/02602– Location: 6 The Street, Kingston, Canterbury, Kent, CT4 6HZ – **Proposal:** Single-storey rear extension following partial demolition of dwelling and demolition of detached garage together with erection of 1no. new dwelling with associated accesses and parking.

The following Planning Applications were noted as being “Granted”:

CA/22/00113 – Location: The White House, Black Robin Lane, Kingston, Canterbury, Kent, CT4 6HR – **Proposal:** T.P.O No 1 2017, T1 - Sycamore. Re-pollard tree to previous points, raise crown to 3.5metres, lift lower limbs away from lawns and hedge in front garden.

CA/22/00162 – Location: Tremaine, 1 Greenacre, Kingston, Canterbury, Kent, CT4 6JF – **Proposal:** TPO No.1/1999 -Sycamore Tree to front corner - reduce by 1.2 metre

10. Finance:

- a) Bank Balance as of 17th February: £30,166.61
(Made up of working balance (£19,273.41), Reserves (£7,000) and Embankment Grant (£3,893.20))

Payments:

The expenditure below was authorised (proposed by Cllr Stribbling and seconded by Cllr Chatley), made up of:

Dynamix – Payroll Fees February: £7.80

Chris Howard – Clerk Salary February

Parish Council Laptop – £399.00

Grant to Kingston Parent and Toddler group – £1,000

Kingston Tree Care for emergency work – £90.00

Cllr Spencer commented on if we were still receiving a magazine from CPRE as part of the Parish Councils subscription. The answer to this however is unknown.

Clerk to contact CPRE regarding if a magazine is still part of the subscription

Cllr Pearson raised that she wished to thank Kingston Tree Care for their prompt response during the recent storm and removing a tree that had come down on the Embankment and blocked the path.

b) Internet banking:

Cllr Martin reported that there are no further updates and that they were awaiting the Clerk to be able to attend the Lloyds branch in person to be added to the account.

Clerk to obtain documentation to be added to the account.

11. CCC and KALC Correspondence:

a) KCC Digital Inclusion Project:

The KCC Digital Inclusion Project is a project that has been introduced by KCC to help prevent digital exclusion given that we are in a very digital centric world, which was accelerated by the recent Coronavirus pandemic. KCC are asking for volunteers who would be willing to help those who are struggling with the recent technological advancements. Cllr Chatley offered to write a short article for the next Parish Magazine to highlight the project.

Cllr Chatley to send a brief overview of the project to the local Parish Magazine

b) KALC Canterbury Area Committee AGM:

The KALC Canterbury Area Committee AGM is currently set for the 17th of March 2022 at 7pm. The venue is still to be confirmed but could possibly be held virtually. As it is an AGM, the roles were up for election, and Councillors were reminded that if they wished to put themselves forward for these positions, could they please contact the Clerk or the current KALC Canterbury Area Committee Clerk, Chenice Howard-Sparkes, by email prior to the meeting. Cllr Pearson stated that she would be attending the meeting.

12. Highways and Footpaths:

a) Highways Improvement Plan (HIP):

Cllr Pearson commented that there is a pothole near to 60 The Street that needs filling, and her belief that the drain outside 64 The Street appears to be still blocked with possible builders' rubble. Cllr Pearson also commented on a lack of street cleaning occurring within the village.

Cllr Reeves commented that the side of the road along Marley Lane is falling away and that the temporary potholes are now gone along the same road. Cllr Spencer mentioned that one plastic corner bollard outside Marley Farm had also been knocked over. The Clerk stated that there is no reason for any issues that have been raised above to be reported directly to CCC or KCC through their websites and did not have to be brought to the Parish Council meeting. The Clerk also said that it does not have to be himself who reports issues, and that anyone, parishioners and Councillors alike, can do this themselves.

The Clerk reported that Automatic Traffic Count Surveys (or ATCs for short) locations have been suggested by KCC Highways, to gauge whether a reduction in the speed limit in the village to 20mph would be needed. The ATCs would be placed at both ends of The Street and Covet Lane.

Regarding ATCs along Bonny Bush Hill and Valley Road, KCC Highways are not currently looking into these, although it may be possible to re-site an ATC in Barham currently along Valley Road. KCC Highways will be discussing the funding of the ATCs in the new financial year in April, however, should the Parish Council wish to fund these themselves, it would cost £418. The Parish Council decided to wait until the next Parish Council meeting to see if KCC Highways were any closer to agreeing the funding and when they would be installed.

Clerk to follow up with KCC regarding further HIP updates

b) Salt Bins:

Cllr Martin commented that the salt bin on Church Lane has now been correctly sited and filled.

c) Footpaths within Kingston Parish:

Cllrs McWilliams and Reeves stated that, due to the recent poor weather, they are still progressing on updating the document regarding any issues that would need reporting with any of the paths within the village. Cllr McWilliams stated that she had confirmed with PROW that they have responsibility for the cutting along Faggs Alley, and that they will also mend the steps up to and down from styles and gates, although will not mend the gates or styles themselves.

13. Platinum Jubilee 2022:

It was reported that there had been very little response to the email circulated to help form a working group, with only 1 person responding. The Village Society have said though that they will help to fund the festivities as well. It was discussed about the possibility of holding a tea party, but this would need to be organised sooner rather than later as it will become increasingly difficult to find an available caterer. It was also suggested that tickets for the event either be sold for a nominal value or given for free, so that numbers could be known on how many parishioners would wish to attend. These discussions would need to be carried out however by the working group once it is formed.

Cllr Spencer mentioned about the possibility of the village purchasing a Jubilee Beacon. Councillors agreed that this would be discussed at the next Parish Council meeting, once a working group had been formed.

Agenda item to be created for the April meeting regarding a Beacon purchase

Cllr Martin stated that the plaque for the Platinum Jubilee tree could be discussed at a later point and so requested that the item be postponed to the next meeting.

Agenda item to be created for the April meeting

14. Village Projects

Due to the recent storm, 3 trees have fallen on the Embankment, into the field they used to overhang. These trees are believed to be the ones mentioned in 2c. It was agreed that these are not in a dangerous position and not causing an obstruction. It was decided that the Clerk check the financial regulations regarding whether there is a need to go out to tender to have the work carried out, and if so, request quotes for the removal of the fallen trees. It was also agreed that the wood created from the cutting up of the trees, be placed on the Embankment for parishioners to collect and take home for personal use.

Cllr Reeves commented that there are 3x trees overhanging Covet Lane, near to some powerlines that need work done to them. They are the responsibility of the waterboard and so it was suggested the Clerk contact them to make them aware work needs to be carried out.

Clerk to contact the waterboard regarding the trees on their land near to Covet Lane.

Cllr Martin reported that Andrew Sage had carried out the work to cut back the shrubs outside The Barn, around the village noticeboard. Cllr Martin also commented that Andrew Page had ordered the post for the St Giles direction sign and was awaiting the end of the frost season before installing.

Cllr Martin stated that she had received a response from Andrew Perkins, one of the church wardens, regarding a possible grant. The Parochial Church Council state that they would be very grateful for any help the Parish Council can give regarding tree cutting around the church. Cllr McWilliams proposed, and Cllr Reeves seconded, that the church be offered a grant of £1000 towards the work. This was unanimously agreed by the Parish Council.

ITEM	DETAILS
1. Trees and Vegetation (excluding Embankment)	a) Black Robin brambles – cut back <i>See Agenda item 8a</i> b) Trees near Greenacre sub-substation (3x acacias) – reduce in height <i>Clerk awaiting quotations</i> c) Trees in Faggs Alley <i>Clerk to contact PROW regarding pollarding of 2x ash trees</i>
2. Embankment	a) Trees overhanging No 3 Greenacre <i>Clerk awaiting quotations</i> b) Plans for second stage clearance towards Covet Lane <i>To be discussed within the next financial year</i> c) Trees overhanging field alongside Church Lane <i>Clerk to check financial regulations regarding instruction and to request quotations if necessary</i> d) Regular strimming alongside footpath <i>Cllr Martin to discuss with Trevor Oku</i> e) New planting including wildflower seeding <i>To be discussed near planting season</i> f) Timber for repairing worn steps <i>A new supply of boards is needed. Cllr Martin to investigate purchasing these</i> g) Information boards – 1 at either end of the footpath <i>Contents to be discussed. Ask Kent Wildlife to carry out an audit before approaching a printing company</i>
3. Footpaths	a) Hire labour as needed for selected clearance <i>Nothing required currently. The only footpath the PC have responsibility for is the Embankment</i> b) Woodchip along CB 274 <i>No response received</i>
4. Refurbishment	a) Footpath noticeboard at corner of playing field. <i>A replacement is required – Cllr Martin commented that the noticeboard appeared to be unique due to the illustrations. Cllr Martin will contact a local restorer regarding the repairs</i> b) St Giles Direction Signage <i>Awaits appropriate time for Andrew Page to install</i> c) Bus Stop at the end of The Street <i>Painting required and tiles need replacing.</i>
5. Highways	a) Speed cameras <i>Clerk awaiting reply from Highways</i>
6. Events	a) Subsidise Platinum Jubilee <i>See Agenda item 13</i>
7. Donations	a) Playground? <i>Awaiting response from the Trust Committee</i> b) Church? <i>£1000 grant agreed</i>

15. Village Welcome Pack:

Cllr Chatley raised whether it would be worth placing the Village Welcome Pack onto the Village website, as it can easily be updated and will mean that there is less printing and show that the Parish Council is being conscious about the environment. Cllr Martin commented that whilst she had no issues with the pack being available on the website, for anyone to download and print should they wish, it took something away from a personal, human touch of a Councillor greeting the new resident of the village. Cllr Martin also stated that there were not many updates to contacts that needed to be made. Councillors agreed that the Welcome Pack be placed on the website, but that it would still be delivered in person. It was also suggested that the Parish Council contact the deliverers of the Parish magazine, as they would be aware of any new comings and goings from the village.

Cllr McWilliams raised that there used to be a facility in the village for people who were ill or required help, and that people could go and help them, and wondered if this could be reintroduced. Cllr Pearson stated her belief that this was still ongoing and being supported by the local church.

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

The Clerk reported that he had received an email regarding the 2021-2022 National Salary Award, where the National Joint Council for Local Government Services have agreed a pay increase of 1.75% for Clerks, applicable from 1st April 2021.

Dynamix to be updated of the pay increase.

17. Matters for future discussion:

Cllr Pearson raised that the gate into the playing field was becoming very muddy and raised whether the Parish Council should offer to help the Trust Committee to sort it. Cllr Chatley stated that the matter was in hand and that the Trust Committee were in the process of purchasing rubber grass matting to be placed there to help alleviate issues but will ask if there are any updates regarding this. Cllr Pearson also raised that there is a 30mph road sign missing along Covet Lane.

Cllr Spencer stated that she and Cllr Stribbling had recently attended an informative KCC litter picking training session.

Cllr Pearson requested that an agenda item be made on the next agenda for discussion regarding the reinstallation of a litterbin by the salt bin outside The Barn, that is no longer present.

Cllr Chatley to confirm if help from the Parish Council is needed regarding the matting.

The Clerk to inform Highways of the missing speed limit sign and also to create an agenda item for a litterbin.

There being no further business, the meeting closed at 8.55pm.

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 04th April 2022 in The Barn, Kingston at 7.30pm

Future meeting dates: 04/04/22, 09/05/22, 06/06/22, 04/07/22, 05/09/22, 03/10/22, 07/11/22, 05/12/22