



KINGSTON PARISH COUNCIL

Minutes of the Meeting of the Council

Monday 4th April 2022 at 19:30

Present:

Cllr Gina Pearson (Chair); Cllr Paul Chatley; Cllr Val McWilliams; Cllr Laura Spencer; Cllr Vince Stribbling; Cllr Sole; 4 Members of the Public, Mr Christopher Howard (Clerk)

1. Apologies and approval of absences:

In the absence of the chair, Cllr Pearson, as vice-chair of the Parish Council, took charge of the meeting. Cllr Pearson welcomed everyone to the meeting and asked for apologies for absence. Apologies received and accepted from Councillor Davina Martin (illness) and Councillor Steve Reeves (work commitments)

2. Minutes of previous meetings:

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

Cllr Stribbling however questioned the wording of agenda item 13 in the previous minutes. Whilst he himself was happy with the Parish Council funding a beacon, there had previously been no vote on it.
Clerk to amend the minutes as requested

Cllr Stribbling also commented that he had spoken to the resident at 94 The Street, regarding planning application CA/22/00113 under agenda item 9. The resident stated that they had been consulted regarding the proposed works and was more than happy with the extension.

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. No comments were made.

5. Reports from County and City Council members:

Cllr Sole's monthly report was received and circulated to Councillors prior to the meeting and uploaded onto the Parish Council website, where it is available to the public to view. Cllr Sole apologised in advance for his absence at the upcoming Annual Village Meeting as it conflicts with the CCC Annual Meeting but stated that his yearly update had been sent to the Clerk for circulation. Cllrs confirmed that they had received this.

In addition to the monthly report, Cllr Sole wanted to address the Parish Council about the ongoing situation in Ukraine and also what CCC were doing about it. He stated that there had been a lot of flak aimed at CCC regarding a lack of communication surrounding the "Homes for Ukraine" scheme and wanted to assure people that this was a government initiative, and not one from KCC or CCC. When information becomes available, the relevant authorities are passing it on as soon as possible. Most of the refugees were women and children, and currently DBS and housing checks are being carried out regarding suitable locations to house them. It is believed that there will be a few families locally who have opened their doors to help.

Regarding drainage clearance, CCC is changing to a risk-based approach. This apparently will lead to more cleans, instead of less which the naming suggests. Cllr Sole is aware of the drain on Church Lane that has been blocked for a year and is trying to get this resolved.

The CCC enforcement team are aware of a complaint that has been made regarding a bar being set up in the village due to complaints received and will be carrying out a site visit in due course.

Cllr Sole also mentioned that he is happy to carry out a drop-in surgery in the village for questions from the residents. If this is something that the Parish Council wishes, then please can he be informed.

Cllr Stribbling asked Cllr Sole if the litter pick had occurred along the A2 recently, as due to the amount of litter there, it does not look like it. Cllr Sole stated that he had been assured it had but agreed with Cllr Stribbling that it did not look like it. Cllr Sole is awaiting contact from the contractor, who is currently on holiday, to confirm directly. If another litter pick is needed however, due to having to close the road, this may not take place until the autumn.

Cllr Chatley asked Cllr Sole about the new slip road at Wincheap, Canterbury, off the A2, and who would oversee keeping the trees cut back and litter picked off the road. Cllr Sole stated that this would not be CCC, and most likely be Highways England, although this would need to be confirmed. It was also mentioned that around 500 temporary road signs used during road works had been collected recently from Kent Roads. Cllr Spencer mentioned that in the collection of these signs, sandbags had been left behind or sometimes thrown into the hedgerows. Cllr Spencer further asked if the Parish Council and residents could utilise and keep the sandbags, to which Cllr Sole confirmed that they could.

Cllr Sole finished by confirming that he is still awaiting the report from the recent inspection of Jessies Hill, to see if KCC Highways are planning any works along it. Due to work commitments, Cllr Sole had to leave the meeting at this juncture, but stated if there were any comments, concerns or questions, then he could be emailed these.

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

The monthly crime report had not been received from the local PCSO.

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

None.

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

Cllr Chatley stated that his article regarding the Digital Inclusion Scheme, whilst difficult to find, had been printed in the most recent edition of the village magazine.

Cllr Pearson thanked Cllr Chatley for producing a distribution list for the village, so that Councillors knew what houses to attend should any message or leaflet need circulating directly to the residents. Cllr Pearson then confirmed that all Councillors had received this. Cllr Pearson also then read a letter from the Parent, baby and toddler group that had been received, regarding the grant that had previously been given.

9. Planning:

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

CA/22/00551 – Location: The Mill Tower, Westwood Road, Kingston, Canterbury, Kent, CT4 6JL –

Proposal: Application for lawful development certificate for proposed stationing of mobile home.

P.C. Comments: No Objection

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.

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

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.

CA/22/00344 – Location: 92 The Street, Kingston, Canterbury, Kent, CT4 6JQ – **Proposal:** Porch and single-storey front extension.

No Planning Applications were noted as being “Granted”

10. Finance:

- a) Bank Balance as of 16th March: £29,322.17
(Made up of working balance (£18,428.97), 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 March: £7.80

Chris Howard – Clerk Salary March

Grant for St Giles’ Church - £1000.00

Platinum Jubilee Beacon – £588.00

Gas Cylinders for Beacon – £159.21

Councillors discussed the purchase of the Platinum Jubilee Beacon and gas cylinders. Cllr McWilliams and Cllr Chatley both commented on the cost of the Beacon and if the Parish Council should be spending so much money on something that would not be permanent. Discussion was also held around where the Beacon would be stored, who would look after and monitor the Beacon whilst in use, and if permission would be required to light it on the field, as it does not belong to the Parish Council. It was also raised that the Beacon could be reused for further events and that it would be a focal point for the event.

The purchase of the Platinum Jubilee Beacon and gas bottles was proposed by Cllr Spencer and seconded by Cllr Stribbling. Councillors voted 3 for (Cllrs Spencer, Stribbling and Pearson) and 2 against (Cllrs Chatley and McWilliams) for the purchase.

Prior to the meeting, the Clerk advised Cllr Pearson that cheques should be signed at the meeting. However, with the absence of Cllr Martin as a signatory, it could be requested that the Parish Council allow the cheque to be signed by Cllr Martin, outside of the meeting. Cllr McWilliams confirmed this at the meeting, and all Councillors present, agreed to allow the cheque for the Platinum Jubilee Beacon to be signed for outside of the meeting.

- b) Internet banking:

The Clerk stated that he was now in possession of the correct paperwork and that he required the signatures of Cllr Martin and Cllr Pearson. This will then add the Clerk to the bank account and can then be transferred over onto the internet banking side of the account. The Clerk added that should there be further issues with Lloyds Bank, then other internet banking providers can be suggested to the Parish Council.

Clerk to get documentation signed and submitted back to Lloyds Bank to be added to the account.

- c) Internal Auditor Appointment for Financial Year 2021-2022:

It was decided by the Parish Council that Joy Rule would again be appointed the Internal Auditor for the Parish Council for the current financial year.

11. CCC and KALC Correspondence:

a) Regional KALC AGM:

Cllr Pearson stated that the AGM for the Canterbury Regional KALC group had occurred, with the elections taking place. The new chief executive of KALC was present and introduced herself and her new role. Cllr Pearson stated that she appeared keen and willing to get involved. The Parish Charter was also briefly discussed and is now in the finishing stages of being finalised, having removed KCC from the equation and just focusing on getting an agreement between KALC and CCC.

b) NALC Smaller Councils Committee:

Prior to the meeting the Clerk circulated an email regarding a committee that NALC were looking to set up regarding smaller councils (Those with an electorate under 6000). They wanted to hear if there were any issues that smaller councils wished to raise. No response however was received from Councillors.

12. Highways and Footpaths:

a) Highways Improvement Plan (HIP):

The Clerk stated that he is still awaiting an update from KCC Highways regarding the recent changes to the HIP, and if there was an update to the funding of the ATC along The Street and Covet Lane
Clerk to follow up with KCC regarding further HIP updates

b) Footpaths within Kingston Parish:

Cllr McWilliams stated that due to the recent heavy workload of Cllr Reeves, they had not been able to check as many footpaths as they would have liked. Cllr McWilliams provided the following update regarding paths and styles in the village:

CB238 – The broken style has been reported and will be actioned when resources allow

CB242 – The worn steps need repairs and have been reported and will be actioned when resources allow

Paths which PROW are responsible for clearing are:

CB273, CB274, CB271, CB230, CB269, CB276B and CB279A

c) Litterbin outside The Barn:

Cllr Pearson raised that there used to be a litter bin outside the Barn, next to the salt bin, and that it had gone missing. It was discussed as to whether the Parish Council should fund a new bin, or to (as CCC used to empty it) find out why it had been removed and if they could replace it.

Clerk to contact PROW regarding the litterbin and why it was no longer present and if it can be replaced

13. Platinum Jubilee 2022:

a) Working Group:

A working group was held on 19th March to discuss the Platinum Jubilee on Sunday 5th June 2022.

The Barn and the field have been booked and the baby barn was searched for decorations and equipment. Bunting was found as well as other décor from previous events. Music still needs to be arranged. Tickets will be given to persons upon request for no charge. This is to enable numbers to be known to help arranged how much food and drink is required. Cakes and sandwiches will be provided. The question of DBS checks was brought up, as it was not known whether these would be required for volunteers. Cllr Chatley stated he would speak to a family member who used to arrange school fetes. Volunteers are still needed but fliers will be drafted, printed, and sent out within the week asking for volunteers and to advertise the event tickets.

Cllr Chatley to enquire about need for DBS checks of volunteers

b) Plaque for the tree:

Councillors agreed to purchase an A6 Bronze Platinum Jubilee Plaque for the tree that had been planted.

Clerk to order the plaque

c) CCC Prize Draw:

The Clerk stated that there is a prize draw at CCC for event organisers to respond to with the possibility of winning £70 of Sainsburys food vouchers to put towards the event. Councillors agreed to this, if the Barn Trust were happy for the Parish Council to register the event with CCC.

Clerk to register the event, should the Barn Trust be happy with this. Cllr Chatley to confirm

14. Village Projects

ITEM	DETAILS
1. Trees and Vegetation (excluding Embankment)	a) Black Robin brambles – cut back <i>This has now been completed and so can be removed from the list</i> b) Trees near Greenacre sub-substation (3x acacias) – reduce in height <i>Clerk awaiting quotations – There has been difficulty contacting tree surgeons recently due to their high workload created by the recent storms</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 – There has been difficulty contacting tree surgeons recently due to their high workload created by the recent storms</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>These trees fell in the recent storms and have since been cut up and removed by the landowner of the field that the trees fell into. This can now be removed from the list.</i> d) Regular strimming alongside footpath <i>Update required from Cllr Martin regarding Trevor Oku</i> e) New planting including wildflower seeding <i>Cllr Spencer to email Katrina Brown regarding wildflower seeding</i> f) Timber for repairing worn steps <i>Update required from Cllr Martin regarding a new supply of boards</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 – Cllr Chatley commented that recently he had been made aware that should any work be carried out, or items laid on the ground, then the party who did the work would be liable. As this would be carried out by the Parish Council, it was decided that the offer be withdrawn.</i>
4. Refurbishment	a) Footpath noticeboard at corner of playing field. <i>Awaiting update from Cllr Martin</i> b) St Giles Direction Signage <i>Awaits better weather for Andrew Page to install</i> c) Bus Stop at the end of The Street <i>Painting required and tiles need replacing – awaits better weather</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>

15. Annual Village Meeting Agenda:

It was discussed by Councillors how the agenda for the Annual Village Meeting should look, with the previous agenda used as a template. It was discussed who the Parish Council would like to invite as a guest speaker, and it was agreed that either Anne Helbling or Katrina Brown would be asked to give a talk on the countryside and their stewardship.

The order of the agenda was agreed as follows: Elections of Chair and Vice Chair; Apologies for absence; Minutes of the previous meeting; Chairmans report; Financial Report; Village Communities; Guest Speaker; General Discussion; Suggestions from Parishioners for village projects; Any of Business
Cllr Spencer to contact either Anne or Katrina

Clerk to produce the agenda for the meeting (N.B. After the meeting it was confirmed that the Elections of the Chair and Vice-Chair will take place at the AGM on 9th May 2022, and therefore will not be placed on the Annual Village Meeting Agenda)

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

The Clerk reported that he had received an email regarding KCC's consultation into reducing bus funding. Councillors stated that living in the countryside that the buses were essential to the area. It was noted as the reliance of the village on the Number 17, especially for school children, to travel. It was also questioned that with CCC and KCC trying to get residents to use their, why they would remove the bus as an alternative to the car. The Parish Council agreed that services to rural areas needed to be retained. Suggestions were made for the use of possibly smaller buses that consume less fuel.

Councillors requested a strong response in the defence of the parishioners.

Clerk to respond to the consultation as above

17. Matters for future discussion:

Cllr McWilliams stated that she would try and talking with the local ramblers, to see if they can offer some help locating any issues with the footpaths in Kingston.

Cllr McWilliams to contact local ramblers

There being no further business, the meeting closed at 9.20pm.

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 09th May 2022 in The Barn, Kingston at 7.30pm

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