



# KINGSTON PARISH COUNCIL

## Minutes of the Meeting of the Council

Monday 8<sup>th</sup> July 2024 at 19:30

**Present:** Cllr Paul Chatley (Chair); Cllr Jerry Cook; Cllr Davina Martin (Vice-Chair); Cllr Val McWilliams; Cllr Laura Spencer; Cllr Steve Reeves, Cllr Richard Story; 5 Members of the Public; Stephanie 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 Cllr McWilliams and Cllr Sole (CCC & KCC).

**2. Minutes of previous meetings:**

The minutes of the Ordinary Parish Council Meeting held on Monday 3<sup>rd</sup> June 2024 were approved as a true record, proposed by Cllr Reeves, seconded by Cllr Spencer, and signed by the Chairman as a true record.

**3. Declarations of interest**

Cllr Reeves declared an interest in agenda item 10e.

**4. Public Forum:**

A resident informed the meeting that the current planning application at Chapel Wines, Highland Court is likely to be subject to another appeal.

**5. Reports from Kent Police, County and City Council members:** Cllr Soles monthly report has been circulated and is on Facebook. Cllr Spencer spoke of a chance meeting with a Kent Police Officer and was informed that there had been a report on 4<sup>th</sup> July of animal remains (owl and snakes head) in a local litter bin and the Officer advised everyone to stay vigilant and report anything suspicious to 101.

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

- Westwood Lane is closed on 29<sup>th</sup> July 2024 for SE Water to conduct works.
- Covet Lane is closed on 27<sup>th</sup> August 2024 for drainage works by equestrian yard.
- A resident has contacted the Chairman to say how wonderful the Embankment is now it has been trimmed.
- Church Lane closure was only for 10 mins after long closures. SE Water.
- Cllr Cook reported from the VHT that during a recent walk around field inspecting benches, the PC Tree planted for the Jubilee is dead. It was agreed for the PC to replace it and Cllr Reeves will find a suitable replacement.
- PC has received an email from a resident about pathway along village hall which has been reported to VHT. Cllr Cook informed the group that the VHT is aware and it is not due to be trimmed until September due to nesting season. He also mentioned that the VHT chairman is leaving soon and VHT are in discussions on way forward.
- Litter pick completed by Kingston volunteers and the sacks are still there at bonny bush hill between Kingston towards bridge turning. Clerk to report to CCC.

**7. Finance:**

- a. Payments and Receipts: Bank Balance is £29,238.66 as of 3<sup>rd</sup> July 2024 - £27,625.15 in the savings account and £1,613.51 in current account (of which £11,000 is reserves).

Credits:

Unity Trust – Interest - £170.90

Payments:

KWT – Donation - £50.00

Stephanie Woods - Clerk Salary (June 2024)

Unity Trust – Service Fee - £18.00

Envisage – May Mowing - £60.00

Envisage – June Mowing - £60.00

Kingston Tree Care – Embankment Strimming - £60.00

Stephanie Woods – Postage - £2.70

The above payments were proposed by Cllr Cook and seconded by Cllr Spencer. ALL AGREED.

Clerk informed the meeting that the VAT refund was received from HMRC into current account on £1177.33 on 4<sup>th</sup> July 2024 – current account balance is 2790.84.

b. CCC Concurrent Funding

Asked to supply detailed information by CCC which has not been required in previous years. Clerk to pass this request onto VHT.

**8. Planning**

a. New Applications:

- CA/24/00985 - The Bungalow Covet Lane Kingston - Two-storey detached dwelling together with two-storey detached garage following demolition of existing dwelling. Support with no further comments.

**9. Miscellaneous Parish Council Matters:**

- a. Refurbishment of mosaic village sign: Cllr Story has spoken to the new owner of the land where the sign is and they have given permission for the PC to access to refurbish the brooch. Thank you letter to Susannah has been sent.
- b. Emergency Plan: UPDATE: it was decided that more investigation needed including whether the PC has a Statutory duty to provide.
- c. Village Fete – PC Tombola: Cllr Spencer has been approached for the PC to run the tombola at St Giles annual fete on 7th September 2024. It was agreed that the PC are happy to run tombola again. Options for donations was discussed and it was decided to do a request in the magazine for donation of items. Driven round in pairs collecting put out at specified collection time. Cllr Martin to progress, do the magazine article and let the organiser know we are happy to help. The following dates were suggested for donations - to be dropped off by village hall by 4th September. Drive round collection on 5th September.
- d. Defibrillator ownership: Chairman has sent an email KVT and they are happy for us to take over ownership. This will need to be added to asset register.

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

- a. Highways Improvement Plan – including Marley Lane and Covet Lane: Clerk has site meeting on Friday (12<sup>th</sup> July) to decide on location of new signs for Covet Lane. The engineer will also look at the signs on Marley Lane as we have reported KCC installed the wrong signs.
- b. Overgrown Bushes – Millenium Bridge: PC wrote to who it thought the owners are and have confirmation of the actual owner . The owner has met with Cllr Reeves and has informed him that they have a contractor ready but need to wait until after nesting season.
- c. Embankment including Tree Survey: The tree survey has been completed and report has been returned to PC. There are two banks of ash trees (7 on site and 8 the other) and four other trees that needs work. The two banks of Ash Tree have dieback and it was strongly advised that this need removing asap to prevent spreading to other trees. Clerk to obtain quotations for two separate pieces of tree works: quote 1 ADB 1, 0337, 0366 and quoten2 for ADB 2 for September’s meeting once Cllr Reeves has marked the trees. Strimming has now completed. It was agreed that a monthly strim needs to be undertaken by our ground’s maintenance contractors every month during in growing season and one at end of season. Clerk to obtain a quote for this.

- d. Machine access to embankment: No quotations have been received to date. Cllr Reeves mention that there are trees in way of access route and a tree surgeon will be needed before works can be completed. This will be discussed further at September's meeting.
- e. Birch Trees along the Street: Cllr Reeves declared that he was withdrawing his quotation. The other two quotations have been received It was agreed to proceed with Quotation 3 after confirmation of whether arisings will be removed. This was proposed by Cllr Spencer, seconded by Cllr Cook and ALL AGREED. If arisings are not taken away Cllr Reeves said he would be happy to quote to chip and take away.
- f. Bus stop improvements (The Street): the works have now been completed at The Black Robin bus stop. KCC improvements to The Street bus stop have been circulated via Cllr Sole. No objections to the proposed improvement and all are happy to proceed. Clerk to let Cllr Sole know. There is now an overgrown Maple canopy hitting buses so this will go on to next agenda for resolution.
- g. Overgrown vegetation from Church Lane to Nailbourne Close: quotation has been circulated and all agreed to go ahead with the works. Clerk to instruct Envisage to proceed.
- h. Footpaths within Kingston Parish: Llama path has been completed. There is still a broken post with disc at 273 so Clerk to report to Kent PROW.
- i. Kingston to Barham Footpath: Clerk to meet with Barham Clerk to progress a meeting. There is land available in Kingston but unsure whether its needed. Clerk to investigate what is involved in moving a PROW.
- j. Salt Bin: Location for new salt bin on Marley Lane has been provided to KCC Highways for the team to access.

#### **11. Matters for future discussion**

- Dates for meetings next year
- Finances – 6 month review

#### **12. Date of next meeting: 2<sup>nd</sup> September 2024 at 7.30pm in The Barn, Kingston**

There being no further business, the meeting was closed to the public at 20:35.

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 2<sup>nd</sup> September 2024.**

Future meeting dates:

07/10/2024, 04/11/2024 and 02/12/2024