



KINGTON PARISH COUNCIL

Minutes of the Meeting of the Council

Monday 2nd September 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, 3 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 Story.

2. Minutes of previous meetings:

The minutes of the Extraordinary Parish Council Meeting held on Wednesday 24th July 2024 were approved as a true record, proposed by Cllr Reeves, seconded by Cllr Cook, and signed by the Chairman as a true record.

The Chairman detailed an error on 8th July 2024 minutes where Cllr McWilliams was listed as present and detailed as giving her apologies. It was confirmed that Cllr McWilliams was not in attendance at the meeting and had her sent apologies for absence.

3. Declarations of interest

None were received.

4. Public Forum:

- Trees by bus stop on junction of The Street and the Black Robin PH was raised. Clerk to contact the brewery of The Black Robin PH and the trees by Bus Stop to be discussed later in the meeting.
- Cllr Spencer passed on a thank you message from Little Duskin for the new horse signs.
- The little shrubbery on corner of Greenacres was raised as the residents' husband has been maintaining the area for some time now. He is now unable to do this so the Clerk will get quotations to get this cut back.

5. Reports from Kent Police, County and City Council members: Cllr Soles and Kent Police's monthly report have both been circulated and are on our noticeboard, website and Facebook.

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

- 17th September 2024 - Black Robin Lane and The Street closed for two days by Open Reach.
- 13th November 2024 - Church Lane closed for up to three days by Trooli.
- Thank you letter has been received from Kent Wildlife Trust for the PC donation for village meeting.

7. Finance:

- a) Payments and Receipts: Bank Balance is £28,922.73 as of 27th August 2024 (Including grants and reserves) £27,625.15 in the savings account and £1,297.58 in current account of which £11,000 is reserves.

Payments:

Diane Mummary – Annual Financial Audit - £60.00

Stephanie Woods – Clerk Salary (July & August)

PJC Consultancy – Embankment Tree Survey - £816.00

Mark Jones Tree Surgery – Silver Birch Trees, Nailbourne Close - £576.00

Envisage Groundcare – July grounds maintenance inc. The Street strimming - £180.00

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

Cllr Spencer proposed that £2,000 was transferred from the savings account to the current account which was seconded by Cllr Reeves. ALL AGREED.

- b) Annual PC Insurance: The PC has received its annual insurance renew with Zurich for £241.00. It was proposed by Cllr Reeves that the PC renews with Zurich which was seconded by Cllr Cook. ALL AGREED. Clerk to process payment on bank account for approval.
- c) CFF Funding: The Chairman informed the meeting that there has been a delay in the KVHT providing their information for their share of the funding. After discussion with CCC it has been agreed that the PC can claim their funding part separately for the maintenance of our bus shelters which will be completed by the Clerk.
- d) Grant Request: Kent & Sussex Air Ambulance (KSS): A grant request has been received for the sum of £350.00. Cllr Cook proposed to award the grant for the full value of £350 to KSS which was seconded by Cllr Spencer. ALL AGREED. A payment date of April 2025 was requested on the form so the Clerk to check with KSS when payment is needed and process on bank account for approval.

8. Planning

- a) New Applications: No new applications.
- b) All planning decisions 2024: with the recent problems with the cyber attacks at CCC the chairman has circulated all decisions to councillors for reference and detailed during the meeting.

9. Miscellaneous Parish Council Matters:

- a) Refurbishment of mosaic village sign: Nothing to report.
- b) Emergency Plan: Clerk obtained advise from KALC and an emergency plan is not mandatory but advisable. Cllr Martin informed the meeting that there is a meeting taking place by KALC re emergency plans tonight so it was decided that the PC will discuss this at our next meeting following the outcome of the KALC meeting.
- c) Village Fete – PC Tombola: Cllr Spencer, Vince and Julie have volunteered to do raffle tickets on Friday and Cllr Cook volunteered to help her with this. Donation boxes are now inside the door at The Barn. Cllr Chatley is going to get tombola out on Thursday. Drive round will be completed on Thursday afternoon by Cllr Cook.
- d) Defibrillator ownership: Clerk to find the price for defib so it can be recorded on the PC assets list. There is a training session in Canterbury advertised in the latest edition of the village magazine for anyone who wants to learn how to use the defib.

10. Highways, Footpaths and Trees:

- a) Highways – including HIP, Marley Lane, Salt Bin and Covet Lane: Horse signs on Covet Lane have now been installed. The salt bin on junction of Jesse Hill and Marley Lane was discussed following confirmation from KCC that they could install one for £450. Cllr Spencer proposed to go ahead with the installation which was seconded by Cllr Reeves. ALL AGREED. Clerk to let KCC know we wish to proceed with this. The Clerk is still awaiting confirmation from KCC regarding the incorrect unsuitable for HGV signs on Marley Lane. Cllr Spencer raised the finger reflectors that are damaged within the Parish. It was agreed that Cllr Spencer will photograph one to send to Clerk and let the Clerk know how many are damaged and locations.
- b) Embankment Tree Works - Quotations: Cllr Chatley and the Clerk met with PJC Consulting in early August to go through his report. Four companies were approached to provide quotations for the eight trees identified as urgent to be removed and two quotations were received. Three options were provided as part of the quotations: leaving logs on site, stack so people can take to use or take timber away. It was agreed that it would be nice for residents to be able to use the tree cuts as firewood etc. It was agreed to award the work to Hart Lee Tree Surgery. Clerk to inform all tender submissions of outcome and obtain a start date for the works.
- c) Embankment – Woodland Management Plan & Volunteer Group: Cllr Spencer raised that the PC still does not have a woodland management plan as it is still a draft document and needs to be finished. It was

requested that the Clerk liaise with the Forestry Commission regarding this. Cllr Reeves suggested that the PC procure a consultant to produce the final plan for the PC which was agreed by all present. Clerk to obtain quotations for this for the next meeting. Cllr Chatley raised that the path is overgrown again so Clerk will contact Envisage to trim it again and check that this is now being completed monthly.

- d) Birch Trees along the Street: this has now been completed.
- e) Tree Enquiry – The Street: An email enquiry has been received by the PC regarding the Queens tree that was planted a few years ago and the trees by the Bus Stop on junction with The Street and Bonny Bush Hill. It was confirmed by Cllr Reeves that the Queens Tree died because it was damaged by a strimmer not because of neglect. The tree behind the bus stop, which is the PC's responsibility, is causing an obstruction to passing larger vehicles so Clerk to obtain quotes for the tree to be cut back and check if planning consent is required with CCC Planning. A tree opposite the bus shelter has been reported as hampering drivers' view of the road. Chair to contact the land owner to get the tree removed.
- f) Bus stop improvements (The Street): Cllr Chatley informed the meeting that one side has now been completed one side as per Cllr Sole's post on Facebook. The materials have been left on the other side of road which will be completed soon.
- g) Footpaths within Kingston Parish: Cllr Chatley has reported CB238/1 for overgrown brambles and CB235 which is also overgrown. Cllr McWilliams agreed to follow these both up with Kent PROW.
- h) Potential Kingston to Barham Footpath: Cllr McWilliams and Cllr Chatley met with two Barham PC councillors two weeks ago to discuss ideas. A map of a new potential path circulated. Cllr Chatley has done some research and it would cost the PC about £5,000 to do the necessary works for our section of the new path (£2,180 to KCC to move public right of way and approximately £2,700 to permanently remove trees and bushes that would block the new path). It was discussed how much it would be used and what all councillors thought of the plans. It was unanimously agreed that the new path would not be used sufficiently to justify the cost. Clerk/Chairman to reply to Barham PC and update on the discussion at this meeting.

11. Dates for meetings next year

Clerk to email proposed dates to all councillors for agreement at next meeting.

12. Matters for future discussion

- Six monthly finance review – clerk to circulate for discussion at next meeting.
- CCC Parish grant scheme – Clerk to circulate full details of the funding opportunity once published by CCC.
- Painting of bus shelter by the Black Robin PH – Clerk to obtain quotations for discussion at the next meeting.

13. Date of next meeting: 7th October 2024 at 7.30pm in The Barn, Kingston

There being no further business, the meeting was closed to the public at 20:44.

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 7th October 2024.

Future meeting dates:
04/11/2024 and 02/12/2024