



KINGSTON PARISH COUNCIL

Minutes of the Meeting of the Council

Held on 1st September 2025

Present: Cllr Paul Chatley (Chair); Cllr Davina Martin (vice-Chair); Cllr Val McWilliams; Cllr Jerry Cook; Cllr Laura Spencer; Emily Arnold (Clerk) three members of the public.

- 1. Chairman opening remarks, apologies, and approval of absences:** Cllr Chatley welcomed everyone present and thanked them all for attending the meeting. No apologies were received.
- 2. Minutes of the previous meeting:** The minutes of the Ordinary Parish Council Meeting held on 7th July 2025 were approved as a true record, proposed Cllr Spencer, seconded Cllr Cook they were then signed as a true record.
- 3. Declarations of Interest:** None
- 4. Public Forum:** The Council was asked if it was helping at the fete, we hadn't been asked.
Could a resident remove the dead bush that is on council land but outside the house.
The council was happy for that to be done.
Trading Standards Officer to give a talk about scams and rogue trader at the coffee morning 16th September
- 5. Reports from Kent Police, County and City Council members:** Cllr Sole's report had been sent to councillors and put on website. Cllr Cook had received a letter from Paul Stoner stating that the police would attend some of either the fortnightly coffee morning and/or some Parish Council meetings.
- 6. Matters arising: (if not already on the agenda):**
Cllr Chatley congratulated the clerk on passing her probation, he also let everyone know that Westwood Road would be closed for 3 days. The reflective posts on Marley had been reported again.
The Parish Council and The Village Society signed the document for the Council to hold the Village Society funds (ring fenced) within the Councils bank account.
- 7. Finance:**
 - a. Payments and Receipts: Bank Balance as of 31th July was Current Account £1385.42 and Saving (Instant) Account £21696.39 (£2500 transfer from **Total** £23081.81 (which includes a reserve of £11000) to be signed off

Payments made in July: Envisage Groundcare for mowing and strimming £144 (VAT £24).
Unity bank charge £6. Clerk salary July. SLCC £450 (grant) SLCC £51 (% of membership)
Bus stop refurb £895. **Noted and signed**

Payments received in August: £2686 (CCC Funding)

Payments made in August: Bridge repair £60. Envisage Groundcare £144 (VAT £24)
Bank Charge £6. Clerk salary August. Village Hall Trust £2406 (CCC Funding) **Agreed and signed**

- b. Parish Capital Grants 2026/27; Clerk is doing a workshop on 17th September and will report back.
- c. Insurance renewal – to continue with Zurich
- d. Grant application: Kingston PCC for £500 towards maintenance of The closed graveyard. **Agreed**
- e. KVHT CFF – paid
- f. Clerks' salary national pay increased – **Noted**

8. Planning:

a) **CA/25/01406** Details submitted pursuant to condition 4 (Archaeological watching brief) of planning permission CA/25/00694/FUL

b) **CA/24/02217** Single storey detached dwelling following demolition of existing outbuilding - The Orchard, Marley Lane, Kingston, Kent, CT4 6JH **Still to be decided**

c) **CA/25/00694** Single-storey side extension - Avoca, Black Robin Lane, Kingston, CT4 6HR **Granted** (please note CA/25/00694/FUL links to CA/25/01406)

d) **CA/23/01235** Retrospective application for sand school together with hardstanding - Hilltop Farm, The Street, Kingston, CT4 6JQ - **Granted**

e) **CA/25/00826** lawful development certificate – Pilgrims Cottage, Church Lane Ct4 6HX - **Still to be decided**

f) **CA/25/01215** Single storey side extension following demolition of existing conservatory – Broadfield, Covet Lane CT4 6HU - - **Still to be decided**

g) **CA/25/01406**

All NotedAll Noted

9. Miscellaneous Parish Council Matters:

a) Kingston Brooch; To check again on the fixings and ask the lady that painted the other Brooch if she would be happy to do this one.

b) Holding of village society funds – **Signed**. Bank details to be given to The Village Society from Cllr Chatley

c) Black Robin Lane, Junction with London Bound A2: pole with sign knocked down onto salt bin – **Fixed**

d) New Web address and emails: Up and running from 1st September – update bank and all other interested parties.

10. Highways, Footpaths and Trees:

- a) Marley Lane – Still nothing
- b) Embankment – Tree removal and sectioning – 3 quotes needed for next meeting
- c) Bushes at Black Robin PH – To find out ownership of fence
- d) Barham to Kingston footpath – Message Barham
- e) PROW/CC/446 – Still on going
- f) Queens Tree – Clerk to update after the workshop on 17th September
- g) Millennium Bridge – Completed
- h) Road Markings – to keep reporting
- i) Woodland Management plan – contact Roland Brown
- j) Black Robin Bus Shelter – Completed

11. Matters for future discussion:

To do the 6th monthly finance review

To look at ground's maintenance of The Embankment

Dates for 2026 meetings circulated for comment at next meeting

12. Date of next meeting: 6th October 2025 at The Barn, Kingston at 7.30pm

Meeting closed at 20:25

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 6th October 2025.

Future Meeting Dates

03/11/2025 and 01/12/2025