



KINGSTON PARISH COUNCIL

Minutes of the Meeting of the Council

Held on 6th October 2025

Present: Cllr Paul Chatley (Chair); Cllr Davina Martin (vice-Chair); Cllr Val McWilliams; Cllr Jerry Cook; Cllr Laura Spencer; Emily Arnold (Clerk) four 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. Cllr Reeves sent apologies
2. **Minutes of the previous meeting:** The minutes of the Ordinary Parish Council Meeting held on 1st September 2025 were approved as a true record, proposed Cllr McWilliams, seconded Cllr Cook they were then signed as a true record.

A discussion was had about the village fete and despite not being approached by the Fete Event organisers to run the Tombola this year (which the PC have done in years past) Laura Spencer and Davina Martin ran a Tombola raising in the region of £60. Next year if the PC are not approached by the Fete Event organisers to run a Tombola the PC will contact them.

3. **Declarations of Interest:** None
4. **Co-option:** None
5. **Public Forum:** A resident had heard that this footpath PROW/CC/C446 had been decided and wanted to know if we had heard of a discission – we had not. Also, could we put in the magazine a request that residents keep water stop valves and fire hydrants in the street clear and accessible.
6. **Reports from Kent Police, County and City Council members:** Cllr Soles report is on the council website and FB. Cllr Cook informed the council of a police survey that could be completed online. Community Warden Keeley would be at the Kingston coffee morning on the 28th October hopefully joined by a rural police officer.
7. **Matters arising: (if not already on the agenda):** Four documents on the website have been updated with the Clerks new address and the new emails address for the council.
8. **Finance:**
 - a. Bank Balance as of 30th September was Current Account £1387.53 and Saving (Instant) Account £20322.95 (which includes a reserve of £11000) **Total:** £21710.48
 - b) Payments and receipts: **Payments** - CFF Fund to Village Hall £2406, Grant to Church £500, Zurich insurance £300, Website £271, Internal auditor £60, Envisage Groundcare for

mowing and strimming £144 (VAT £24). Unity bank charge £6. Clerk salary September.
Receipts – Village Society £583.31 (ring fenced) Interest £126.56 **Transfer** -£1500 Proposed
Cllr Cook and seconded Cllr Spencer **Agreed**

- 9. Planning:** For discussion: **CA/25/01774** - 33 The Street Kingston Kent CT4 6JE
Conversion of garage into habitable accommodation and associated external alterations
following demolition of existing side utility room and conservatory. **No objections**

CA/25/01437 - Retrospective application for Listed Building Consent for external and
internal alterations including replacement wall insulation, repair and/or replace internal
tongue and groove cladding as proves necessary, replacement of square windows on the
East wall and replacement first floor casement window in upstairs bedroom of Edwardian
extension from timber to timber, external repainting together with painting of windows on
both extensions - Pheasant Cottage Westwood Road Kingston Kent CT4 6JN

**The Parish Council does fully support this application but would always prefer
that planning permission is not done retrospectively**

CA/25/01406 - Details submitted pursuant to condition 4 (Archaeological watching brief)
of planning permission CA/25/00694/FUL - Avoca Black Robin Lane Kingston Kent CT4
6HR – **Awaiting decision**

CA/25/01215 - Single storey side extension following demolition of existing conservatory
Broadfield, Covet Lane CT4 6HU - **Granted**

CA/24/02217 - Single storey detached dwelling following demolition of existing
outbuilding - The Orchard, Marley Lane, Kingston, Kent, CT4 6JH – **Awaiting decision**

CA/25/00826 - lawful development certificate - Pilgrims Cottage, Church Lane Ct4 6HX –
Granted All Noted

10. Miscellaneous Parish Council Matters:

- a. Kingston Brooch: Suzanne is happy to paint the second brooch if delivered to her house,
clerk to ask husband to look at removing brooch. Clerk to contact owners of the land to
access brooch.
- b. Holding Village society funds: £583.31 now being held ring fenced - **Noted**
- c. Dates for next year's meetings: 5th Jan, 2nd Feb, 2nd Mar, 13th Apr, 18th May(Annual), 27th
May (village), 1st Jun, 6th Jul, 7th Sept, 5th Oct, 2nd Nov and 7th Dec 2026 Cllr Chatley to
book The Barn.

11. Highways, Footpaths and Trees:

- a) Marley Lane Signs: The signs had still not been replaced, Cllr Chatley has contacted
KCC regularly over getting these signs back.
- b) Embankment – Tree Removal and Sectioning Tree Works: Only one quote received, to
be deferred to the next meeting.
- c) Bushes – Black Robin PH – Works to be completed in Autumn – The clerk had contacted
Stonegate and they were going to investigate the ownership of the fence.
- d) Barham to Kingston Footpath: Nothing heard back yet.
- e) PROW/CC/C446: Nothing heard back yet. Still with the secretary of state as far as we
are aware.
- f) Queens Tree: Applied for match funding grant

- g) Road markings in The Street: Keep reporting, road markings and potholes via the KCC website.
- h) Woodland Management Plan: Cllr Spencer to contact Roland copying in the Clerk to have an initial meeting to discuss maybe having Glades, information boards with QR codes etc. Roland would be an idea for doing a talk at the Village Meeting in May 2026.

12. Matters for future discussions: Half yearly financial review to be sent out asap and brought back to next meeting.

13. Date of next meeting: 3rd November 2025 at 7.30pm in The Barn, Kingston

Meeting closed at 8.21pm

Future meeting dates:

01/12/2025

7.30pm in The Barn, Kingston

Signed:

Chairman

Date: 3rd November 2025