



KINGTON PARISH COUNCIL

Minutes of the Annual Meeting of the Council

Held on 18th May 2026

7.30pm in The Barn, Kingston

Present: Cllr Paul Chatley (Chair); Cllr Davina Martin (Vice-Chair); Cllr Jerry Cook; Cllr Andrew Johnson; Emily Arnold (Clerk); Cllr Mike Sole (Kent County Councillor and Canterbury City Councillor); two members of the public.

1. Election of Chairman for the 2026/27 Municipal Year:

Cllr Paul Chatley was nominated by Cllr Cook, seconded by Cllr Johnson and elected Chairman for the 2026/27 municipal year and signed the Declaration of Acceptance of Office.

2. Election of Vice-Chairman for the 2026/27 Municipal Year:

Cllr Davina Martin was nominated by Cllr Chatley, seconded by Cllr Cook and elected Vice-Chairman for the 2026/27 municipal year.

3. Apologies for absence:

Apologies for absence were received and accepted from Cllr Laura Spencer.

4. Minutes of the previous meeting:

The minutes of the Ordinary Parish Council Meeting held on 13th April 2026 were approved as a true record, proposed Cllr Cook, seconded Cllr Martin and were then signed as a true record.

5. Declarations of Interest:

None.

6. Public Forum:

A member of the public commented that the trees earmarked for future works currently looked particularly attractive and asked whether the proposed works could be postponed until the autumn. The Council discussed the matter and noted that the timing of any tree works would need to take account of appropriate arboricultural advice and the health of the trees.

7. Reports from Kent Police, County and City Council members:

Cllr Chatley advised that Cllr Sole's written report had been circulated and published online.

Cllr Cook highlighted information received from Kent Police including ongoing fraud and scam awareness campaigns, scam calls purporting to be from Citizens Advice, online investment scams, rogue trader activity, ticket scams connected to major sporting events, and Violence Against Women and Girls patrol activity in Canterbury.

A Kent Police engagement van event to be held at Barham Post Office on 17th June

Discussion also took place regarding recent Southern Water emergency works and road closures and the lack of advance notification to residents. Further discussion took place regarding parish engagement meetings and local government reorganisation proposals.

8. Review of Policies:

Cllr Chatley advised that updated versions of the NALC Model Standing Orders and Financial Regulations (2025 editions) were now available. Councillors agreed to review the updated documents ahead of the next meeting. The Asset Register and Risk Assessment were also reviewed. Cllr Cook advised that the noticeboard within the bus shelter required attention as the cork backing had deteriorated. Discussion took place regarding possible repair or replacement costs. Cllr Cook also advised that he intended to repaint the bus stop on the triangle as it was beginning to look weathered. Clerk to obtain indicative repair/replacement costs for the noticeboard.

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

a. Embankment Grazing: Cllr Chatley advised that concerns raised regarding cows grazing on the embankment had been investigated and no issues had been identified regarding land use.

b. CCTV Concern: A resident had raised concerns regarding CCTV cameras near Westwood Lane and had been directed to the Information Commissioner's Office for advice.

c. Valley Road Signs: KCC advised of new pedestrian warning signs being installed on Valley Road.

d. Welcome Packs: Cllr Andrew Johnson agreed to take over administration of the village welcome packs for new residents.

10. Finance:

a. Bank Balance as of 30th April 2026 was Current Account £14,104.86 and Saving (Instant) Account £11,497.29 (including £11,000 reserve and £183.31 Village Society) Total: £25,602.15. Payments made in April: Clerk's salary, reimbursement for tree guard, Hythe Tree Care and Unity Bank charge – Proposed Cllr Cook, Seconded Cllr Martin - Approved.

b. Receipt of the parish precept was noted.

11. Planning:

No new planning applications for consideration.

For noting: CA/26/00234 – The Peak, Covet Lane, Kingston CT4 6HU – Ongoing.

12. Miscellaneous Parish Council Matters:

a. Kingston Brooch: No update.

b. Village Fete Tombola: It was agreed that donations should extend beyond bottles only, collection arrangements would be coordinated with Cllr Spencer, and publicity should be included in the village magazine during July/August.

c. Damaged Bin: Canterbury City Council have agreed to replace the damaged bin.

13. Highways, Footpaths and Trees:

a. Embankment / Butterfly Area: Cllr Spencer and the Clerk are to arrange a meeting to discuss grant opportunities and environmental enhancement works including tree reductions and habitat creation. One quotation had been obtained for indicative purposes pending autumn works.

b. Bushes – Black Robin PH: No further update had been received regarding ownership of the land/fence adjacent to the Black Robin. Cllr Sole agreed to make enquiries with KCC regarding ownership of the fence.

c. Queen's Tree: The Clerk to arrange installation of the plaque for the Queen's Tree.

d. Trees at Greenacres: The Clerk to contact Steve to discuss the possibility of postponing the proposed tree works until the autumn.

14. Matters for future discussions:

Annual Village Meeting arrangements, stage two ash dieback works and future grant funding.

15. Date of next meeting:

8th June 2026 at 7.30pm in The Barn, Kingston.

Meeting finished 8.18pm

Signed: _____ Chairman

Date: _____

Future meeting dates:

6th Jul, 7th Sept, 5th Oct, 2nd Nov and 7th Dec 2026 7.30pm in The Barn, Kingston
27th May (Village Meeting) 7pm in The Barn, Kingston