

**Minutes of the Ordinary Meeting of Kennington Community Council
Held at St Mary's Community Centre on 14th August at 7.00pm.**

046/19 To note those present and **list** apologies for absence

Councillors: C Morley - Chairman, J Armitage, P Bartlett, A Cooper, A Dean, C Ellis, P Goodwin, I Hewett, N Iliffe, D Jones, J Martin, Mr C Mendes, M Silvester.

Clerk: Mrs A Rudd

Also present: seventeen members of the public and Ms R Wilcox - Housing Operations Manager at Ashford Borough Council

Apologies: Cllr N Iliffe (to arrive late due to chairing an ABC meeting) Cllr B Varney – Vice-Chairman, Cllr B Naiken-Payne – CC and Cllr D Spain – Borough Councillor

047/19 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.

None were declared

At this point the Chairman welcomed everyone to the Kennington Community Council Meeting and advised his intention to move 048/19 to later in the Agenda and after 051/19 Bockhanger Community Centre. He also advised that 050/19 was no longer an Agenda item as the Project Manager giving the presentation about the Conningbrook Lakes Country Park could not attend.

048/19 Open Session for members of the Public to raise questions on items on the agenda

See item 051/119 below, where discussion took place after the Bockhanger Community Centre Presentation.

049/19 To review and approve the minutes from the meeting on 10th July 2019

The minutes from the July Council meeting were agreed and signed as a true record; after correcting the spelling of Cllr Hewett's name in the list of 'those present' from 'Hewitt' to 'Hewett'.

The Chairman advised an update to Item 037/19 c) relating to Newsletter Production, which would now be taken forward by the Communications Committee once convened.

The Chairman also updated the Council that he had received four responses relating to 038/19 Urban Tree Challenge and these had been passed to ABC.

050/19 Conningbrook Lakes Country Park – Presentation from the Project Manager.

This item did not take place due to the Project Manager giving the presentation about the Conningbrook Lakes Country Park not being able to attend.

051/19 Bockhanger Community Centre – Representative from ABC.

The Housing Operations Manager at Ashford Borough Council addressed the meeting; giving a brief history about the Bockhanger project to date and how this will now move forward into a consultation period until March 2020.

Ms Wilcox re-iterated that nothing was set down at his moment and proposed a Task & Finish Group be set up to include community residents, Kennington Community Councillors and ABC Officers to start looking at all the questions that needed to be addressed.

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A discussion with members of the public took place here – moved from '048/19 Open Session for members of the Public to raise questions on items on the agenda'

A number of points were raised by residents, as well as some questions for consideration in relation to the Bockhanger project, and a discussion took place between residents and the Council.

Some points relating to the Ryland Road play park were raised and these, Ms Wilcox explained, were under the separate heading of Parks and Open Spaces at ABC.

The conclusion following this discussion was that a Task & Finish Group should be set up promptly and nominations were requested from Councillors tomorrow to commence this process.

052/19 Reports received from Borough Councillors.

A report received from Cllr P Bartlett had previously been circulated.

At this point all Councillors were requested to review polling stations within the community and come back with responses, to the email circulated on the subject, to the Chairman/Clerk so that Kennington Community Council can respond as a body.

053/19 To note recommendations from the Finance and General Purposes Committee meeting held on 25th July 2019 and to discuss and agree actions:

a) Terms of Reference – Finance and General Purposes Committee

Minor amendments to paragraph 5a) The wording to be amended from '*only the above may vote*' to '*only councillors referred to in paragraph 3) may vote*'.

These were agreed and **adopted**.

b) Terms of Reference – Planning Committee

Amendments to document.

These were agreed and **adopted**.

c) Draft Project Assessment Panel Terms of Reference – for adoption

Cllr Cooper gave some detail on the Draft Project Assessment ToR, in particular about the rules for the funding scheme and proposed panel and that the Project Assessment Committee would be a sub-committee of the Finance & General Purposes Committee. The proposal was for two non-councillors, with some specialist knowledge, to be part of the committee and that all decisions would still come to the full council.

One amendment will be made to this draft – Paragraph 16.5 – that all monies are to be paid to the bank account of the organisation and that the 'above £500' be removed.

These were agreed and **adopted** with this amendment.

d) Draft Expenses Policy – for adoption

This was agreed and **adopted**.

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054/19 To note recommendations from the Personnel and Development Committee meeting held on 1st August 2019 and to discuss and agree actions:

- a) Terms of Reference – Personnel and Development Committee
Minor amendments to document.

These was agreed and **adopted**.

- b) Training & Development Policy – Personnel and Development Committee
Minor amendments to document.

Cllr Goodwin advised that the originally adopted ToR was adopted in the very early stages of the Kennington Community Council and that it had now been reviewed fully and compared to other Training & Development Policies.

This was agreed and **adopted**.

The Chairman advised here that a matrix was on the Community Council website with documents being added as they are adopted and that later they may be grouped together more effectively.

- c) To use a PO Box for Council correspondence so that the Clerk's personal address is not on public display and, if agreed, to approve a cost of £285 per year for this.

This was agreed and **approved**.

- d) To purchase a mobile phone and suitable airtime contract for use by the Clerk for Council business so that the Clerk's personal number is not on public display and, if agreed, to approve a cost of up to £150 for the phone and up to £10 per month for the airtime contract.

This was agreed and **approved**.

055/19 To establish a Communications Committee

- a) To adopt draft Terms of Reference recommended by the FGP Committee

These were agreed and **adopted**.

At this point Cllr Martin suggested that the option of live streaming could be looked into and this was thought to be a good idea.

- b) To arrange members of the Communications Committee
Cllrs M Silvester, J. Martin, J. Seaton, C Mendes and C. Morley (as Chair of the Council) put themselves forward and were **appointed** to this committee.

056/19 Planning Applications

- a) To note any Applications received and agree comments

- 19/00979 92 The Ridge - Proposed two storey side and single story front porch extensions. There was **No Objection**.
- 19/00981 36 Canon Woods Way - Garage conversion to living room; garage door replacement with windows. There was **No Objection**.
- 19/00983 88 The Ridge – Single storey rear extension. There was **No Objection**.

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- 19/01001 130 Raymond Fuller Way – Single storey side extension. There was **No Objection**
- 19/01013 Lingfield, 2A Ulley Road - Single storey extension to side elevation, with first floor side extension over garage including enlarging existing dormer window to front elevation. There was **No Objection**
- 19/01014 33 St Mary's Green - Demolition of existing porch and erection of single storey front extension. This will be **deferred** for review to the Planning Committee meeting 20th August.
- 19/1049 Coty Operations, Eureka Science Park - Erection of modular building for office personnel (temporary permission approved under 17/01832). There was **No Objection**.
- 19/01121 McDonalds (Eureka Park) – Single storey extension to accommodate a new ordering booth, alterations to parking bays and associated works. Installation of additional Trespa cladding to match existing finishes and a new digital signage suite. Associated Reference: 19/01122/AS – Installation of new digital signage comprising 5 no. internally illuminated freestanding signs and 1 no. internally illuminated 15" booth screen.

A Councillor suggested that ABC look at traffic flow and this application will be **deferred** for review to the Planning Committee meeting 20th August.

b) To note any Decisions made by ABC

- 19/00811 15 Harry Pay Close - Garage conversion to dining room
Planning permission granted 31.07.19 This was **noted**.
- 19/00824 218 Canterbury Rd - Erection of new terrace, demolition of lean-to and side porch, alterations to roof design to rear elevation, erection of side extension.
Planning permission granted 02.08.19. This was **noted**.
- 19/00804 62 Lower Vicarage Rd - Replacement of existing polycarb roof with new flat roof and roof light. Demolition of existing rear lean-to, rebuild with cavity wall installation of window and glazed door to rear elevation
Planning permission granted 07.08.19. This was **noted**.
- 18/01140 Land fronting Canterbury Road at Ashford Hockey Club and land to the north of Ball Lane, Kennington, Kent. Outline application for the erection of 9 dwellings with access from Canterbury Road (with all other matters reserved) - and change the use of land from agriculture to provide two football pitched on the land at Ball Lane.
Planning application refused 31.07.19. This was **noted**.

The Chairman suggested here that Kennington Community Council may want to look at sports provision with the community in the future.

Cllr Iliffe joined the meeting at 8:40pm.

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057/19 Financial Arrangements

a) To **note** invoices and **agree** payment.

Invoices were agreed as listed.

- 1) Scribe invoice number INV-0587 dated 22.07.19 £463.00 plus VAT for the purchase of Scribe Accounts package
- 2) Ashford Church Team Ministry invoice SMCC19074 dated 17.07.19 £310 for hall hire for council meetings July-Dec 2019 and one FGP meeting on 25.07.19.

b) To **note** expenses and **agree** payment. The one expense form listed below was received from the Clerk was **agreed**.

- Expenses for Homeworking Allowance, Stationery, Consumables and Mileage totalling £70.66

c) To **consider** purchase of a shredder for the Clerk.

This was considered and **approved**. The Clerk to investigate options.

058/19 Matters of General Interest

Comments and items raised were as follows:

- The Chair raised the suggestion of an Environment and Open Spaces Committee being convened and this was felt to be a good idea. This will be added to the Agenda for September.
- Cllr Cooper highlighted that we must be mindful of the cost implications of meetings and whether there may be an option to combine meetings. Cllr Jones stated that some council use ABC Offices for meetings at no cost and this could be explored.
The Clerk will investigate other venues and prices for meetings.
- The Chairman suggested that a review of committees may be a good idea and this will be added to the next Finance and General Purposes Committee meeting.
- The Chairman advised the Council that they had the option to visit the local wastewater works for a walk round the facility and asked for names to be forwarded if any Councillor were interested. This could maybe be sorted for September or October.
- Cllr Martin updated the meeting on the subject of bus shelters for Little Burton and how there was one in place now.
- Paul Bartlett updated the meeting on the speed survey in progress in Bybrook Road and will report back to the meeting.
- The Chairman discussed which meeting would be most appropriate to invite the Project Manager of the Conningbrook Lakes Country Park to and it was felt that this could be the Planning Committee rather than the full Council.

059/19 Date of next meeting

The date of the next meeting will be 11th September, it will be held in the St Mary's Community Centre starting at 7pm.

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060/19 To exclude the public under Public Bodies (Admission To Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972

This was **agreed**.

061/19 To consider and approve payments submitted by the Clerk for authorisation:

a) Additional hours worked throughout July

The additional hours worked by the Clerk during July were **authorised** for payment.

b) Monthly salary payment.

The Clerk was **authorised** to pay the Clerk's monthly salary at the previously approved rate on an on-going monthly basis.

062/19 To note the Clerk's approved annual leave during August.

This was **noted**.

063/19 Close of meeting

The meeting closed at 9:13pm.

Signed

Alison Rudd

Clerk to Kennington Community Council