

**KENNINGTON COMMUNITY COUNCIL -
MINUTES**

8TH JANUARY 2020

**MINUTES OF THE ABOVE COMMITTEE HELD WEDNESDAY 8TH JANUARY 2020,
IN ST MARYS COMMUNITY CENTRE, STARTING AT 7pm**

1/20 To note those present and record any apologies

Members: Cllr Goodwin (Chair), Cllr Armitage, Cllr Bartlett, Cllr Cooper, Cllr Dean, Cllr Ellis, Cllr Hewett, Cllr Martin, Cllr Mendes, Cllr Morley, Cllr Seaton, Cllr Silvester
Also present: Locum Clerk, Clerk, Cllr D Spain and Cllr Howard Turner and 2 members of the public.

Apologies: Cllr Varney, Cllr Iliffe

2/20 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.

3/20 To agree and sign the Minutes of Ordinary meeting held on 11th December

The minutes were agreed, signed and dated.

4/20 Finance

- a) **To note and adopt** the draft Minutes of the Finance & General Purposes (F&GP) committee held on 16th October.

The minutes were agreed, signed and dated.

- b) **To agree** invoices for payment and sign cheques (if any). *A list as handed out at the meeting as well as sent prior to the meeting.*

The invoices were agreed, the relevant cheques were signed. Payments authorised:

Name	Reason	Total
B Varney	Printer ink reimbursement	£50.00
Clerk	December Expenses & Homeworker Allowance	£92.84
Greenbarnes Ltd	Keys – 2 keys for noticeboard	£12.64
Wellers Hedleys	Employment Matters – Professional Charges	£780.00
Cascade Business Supplies	Ink cartridges payment for Locum clerks Printer	£53.33
Cascade Business Supplies	Ink cartridges for Clerk Epson Printer	£28.80
Staff Costs	December 2019	£2566.03
Training	Dynamic Councillor Course	£60.00

- c) **To consider** the updated figures for the budget for the year 2020/21 and **agree** actions
No amendments were required at this time, it was agreed that there will be a half year review

- d) **To note** the bank balance and reconciliation

Summary circulated prior to meeting. Discussed and note.

- e) **To sign** the bank mandate

The mandates were agreed and signed. Clerk and Chair to visit Metro bank to conclude.

- f) **To receive** an update regarding purchasing card agreed at December meeting

Advised and noted.



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- g) To **update** Cllrs on the Grant Application Forms for a Notice Board at Bockhanger and **approve** purchase.

Update and agreement for balance circa £300.00 to be paid for residual balance. Cllr Morley advised that he felt all the money should have come from Council funds. Cllr Goodwin confirmed that both Little Burton, Spearpoint, Bockhanger, Conningbrook sites are all being researched for noticeboards so monies from 2019 and 2020 budget will fully utilised.

5/20 Personnel & Development

a) To **note and adopt** the Minutes of the meeting of the P&D meeting held on 8th January Minutes were unavailable due to happening pre-Council, a short summary of meeting was verbally given. Minutes will be provided for next Council.

- b) To **adopt** the recommendations put forward by the P&D Committee as follows:

Contract of Employment - Adopted

Employee handbook - Adopted

Social media policy – Adopted

c) **Review** Training Planner – It has been noted that very little training has happened within 12 months, Cllr Hewett will be reviewing this with the Clerk so as Councillors have the advantage of training opportunities.

It was also recommended for Councillors to look at <https://www.eventbrite.co.uk/d/united-kingdom--kent/council/> for available courses.

6/20 Planning

- a) To **note and adopt** the draft Minutes of the Planning Committee held on 18th December After amendments from Cllr Turner 50/19 and Cllr Varney reference 54/19 and 55/19 had been adopted by Locum Clerk the minutes were agreed and signed.

- b) To note the refusal by made Ashford Borough Council on application 19/01435/AS, Kinney's Lane.
Noted.

It was also agreed by Council the S2 submission deadline of 9th January would be submitted by Locum Clerk. The Locum Clerk to immediately action tomorrow.

Mineral Policy – a lively discussion raised a need for an emergency Planning meeting to take place pre 13th January so as Kennington Community Councils position on this could be established and submitted to KCC.

7/20 Communications Committee

- a) To **note** the 1st Working Meeting of the Comms Committee held on 21st October – Noted.
b) To **note and adopt** the draft minutes from the 1st committee held 13th November – Noted and Adopted.
c) To **note** the report from a meeting held on 29th November – Noted.

A verbal update was also given further to the papers circulated to Council was provided. A meeting will further take place w/c 13th January so as necessary progress and further update, papers circulated ahead be ready for a full debate and agreement at next Council meeting.

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8/20 Parish Highway Improvement Plan

To **consider** a verbal report from Cllr Bartlett and **agree** any actions, if required.

It was agreed that this would best fall under the Environment and Open Spaces Committee and Cllr Morley agreed for this to be looked into at first opportunity and to provide update / plan for agreement at on way forward at next Council.

9/20 To receive a report from the Task & Finish Group and to agree any actions required.

A verbal update was provided with reference to questionnaire being sent to Kennington residents, followed by a planned Community conversation in March. A fuller update would be expected for April Council.

Cllr Spain commented there would also be contact made following a previous meeting being cancelled with the Shopkeepers.

10/20 To receive a report from the Environment & Open Spaces Committee

- a) To **adopt**, in principle, the report regarding the Kennington Garden of Remembrance (this document was circulated last month and may need to be referred to the finance committee)

Adopted in principle. Further quote still awaited and will be brought to next Council for agreement.

- b) To **discuss** possible events to commemorate the 75th anniversary of VE day in May 2020.

Councillors were asked if they could provide their thoughts and ideas re this via the Clerk. The Clerk to find out what activities Ashford Borough Council will be running.

11/20 Project Assessment Panel (PAP)

- a) To **note and adopt** the notes of the meeting held on 30th October. – Noted and adopted.
b) To **note** a vacancy exists on the PAP and to agree any actions – at this time there is no person to fill this position and this is on the agenda for next PAP meeting.

12/20 To discuss and agree the date and format of the Annual meeting

It was agreed that the Assembly would be held on 29th April 6pm until 9pm.
Clerk to book large room at St Marys Community Centre.

13/20 To Note the Ward Councillors Reports.

Listed here are the reports received from Councillors

Cllr Bartlett – (see attached appendix 1).

Cllr Ovenden – email update received. Email read out to say " I am still waiting on confirmation on the next date for installation of a bus shelter on George Williams Way. I will provide information to the Little Burton residents when I know."

14/20 Matters of General Interest. For Cllrs to report items of interest or request items for the next agenda.

(No decisions can be made here.)

Chairs of Committees to advise Clerks of members of their individual committees, so as the website, can be updated by Clerk and Councillor Chris Morley.



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Clr Goodwin will attend KALC meeting 15th January.

15/20 Date of next meeting and close

Next meeting 12th February 2020. Meeting closed 9.25pm

A handwritten signature in black ink, consisting of a stylized initial 'R' followed by a long horizontal line that tapers to a point on the right.