



**An Ordinary Meeting of the above Council
was being held via Zoom, on Wednesday 14th April 2021**

85/21 To note those, present and record any apologies.

Present: Cllr Alan Cooper (Chair), Cllr Charles Ellis, Cllr Chris Morley, Cllr Ellie Crook, Cllr John Seaton, Cllr Justin Armitage, Cllr Mark Silvester, Cllr Paul Bartlett, Cllr Shafi Khan, Cllr Alan Dean, Cllr Jane Martin, Cllr Kate Leavey, Cllr Nathan Iliffe and Cllr Sue Huntley.

Also Present: Cllr Diccon Spain (Bockhanger) and the Clerk

Apologies: Cllr Christie Haggis, Cllr Carole White. Also received from Cllr Katy Pauley.

The meeting after clarifications and discussions on and the order of the agenda commenced at 18.50.

86/21 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda. Cllr Ellie Crook Other Significant Interests (OSI's) re 92/21.

Item 91/21 was dealt with before exclusion of the public. It was commented that this procedurally should have been before. Clarification from SLCC and KALC after the meeting confirmed this not to be the case, whilst typically the exclusion of the public comes towards the end of an agenda where possible it is not a procedural requirement.

Noted: It was noted that there was a typing in error and item 87/21 should read Public will be readmitted after agenda item 90/21.

Cllr Sue Huntley experience technical difficulties and shortly left the meeting between 19.05 and 19.07.

87/21 To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972. Public will be readmitted after agenda item 91/21. Proposed by Cllr Morley and seconded by Cllr Cooper to move to exclude.

88/21 War Memorial Grant Request (Conservation Survey): to receive and agree recommendation from the Environment and Open Spaces re the Contract documents to be returned to the War Memorial Trust 15th April.

Agreed: Unanimously that this would be as per recommendation of Environment and Open Spaces

Action: Clerk to action tomorrow 15th April due to deadline of response required.

89/21 Commemoration of the landing of a Heinkel at Spearpoint Recreation Ground (11th May 1941): to receive and agree recommendation from the Environment and Open Spaces

Agreed: Unanimously that this would be as per recommendation of Environment and Open Spaces and be an informative plaque rather than commemorative and focus on the spirit of the residents of Kennington.

Action: Clerk to action tomorrow 15th April due to deadline for ordering and installation.

90/21 Tablets for all: Council to consider and agree purchase recommendations as outlined (circulated document) and agree next steps.

Noted: These tablets would be exclusively for Council business as will otherwise be a tax liability.

Agreed: It was proposed by Cllr Cooper and seconded by Cllr Crook and Cllr Seaton that 2 tablets be purchased between £80 and £150 for a 3-month trial period, for one for the Clerk and one for a Cllr only initially and that a further 2 be purchased for residents wishing to join meeting. Negotiations to be carried out by Cllr Seaton and purchase with the help of the Clerk.

Agreed: Documentation and policy in relation to Councillors and residents to be brought to Council before purchase and agreement of the further up to 18.

Action: Cllr Seaton to negotiate costings for initial purchase of 2 with the set price a further up to 18 can be purchased for Councillors and 2 for residents.

Action: Clerk to assist with the purchase of the 2 to be trialled once negotiations finalised.



91/21 To consider and adopt the Minutes of the Ordinary Meeting held on 10th March 2021. The minutes were discussed before item 87/21. Agreed with 1 abstention and adopted as a true record. Minutes signed by Chair.

92/21 Application to register land at Kennington as a new village green (vga684): Council is requested to:

1. consider and approve the drafted submission of additional information.
2. if approved, instruct the Clerk to the Council to submit this by e-mail to Kent County Council by close of business on 15 April 2021.

Agreed: Unanimously agreed drafted email submission of additional information.

Action: Clerk to action tomorrow 15th April due to deadline

93/21 Allotments - statutory transfer to the Community Council, Professional Fees in relation to documents received re the transfer of registered titles for allotments at Burton Farm and at Bybrook: Council to consider and approve

1) 4.1 A review by a suitably qualified legal professional of the draft documents, with particular regard to any existing or new covenants and any present or future risks, including financial risks, for future consideration by Council and advice as to whether the services of a Conveyancer should be retained by Council to complete our part of the transfer

Agreed: A review to be carried out by a qualified legal professional in regard to any new or existing covenants and any risk current or future that can be envisaged at this time. 8 in favour against.

2) 4.2 Arising from this advice, appointment of a conveyancer if required

Agreed: The appointment of a conveyancer if required. 7 in favour 7 against. Carried with Chair's casting vote.

3) 4.3 A survey by a suitably qualified professional to identify any defects or deficiencies which it would be reasonable to request Ashford Borough Council to resolve prior to transfer

Agreed: A survey by a qualified professional to identify any defects or deficiencies which it would be reasonable to request ABC prior to transfer. 11 in favours 3 abstentions.

4) 4.4 A valuation by a suitably qualified professional to assess the value of the land for Council's asset management and financial management purposes

Agreed: A valuation by a qualified professional to assess the value of the land for Council's asset management and financial management purposes. 9 in favour. 2 against and 3 abstentions.

5) if approved, the RFO, in conjunction with Chair of Council, to strive to obtain 3 estimates for the services proposed (which may be from different providers) and to place orders as delegated, within a maximum of £750 (+VAT) in each case.

Agreed: Clerk/RFO in conjunction with Chair of Council, to strive to obtain 3 estimates for the services proposed (which may be from different providers) and to place orders as delegated, within a maximum of £750 (+VAT) in each case. 9 in favour. 2 against and 3 abstentions.

94/21 Allotments sub-committee: to appoint one member of Council as a member of the sub-committee.

Noted: This item was deferred to June meeting.

Action: Clerk to add to June Council agenda

95/21 Projects and Grants Scheme: Council to

1. to approve the application form for the COVID-related running costs grant approved at the March Council.

Agreed: Unanimously to approve Covid related running costs grant application.

Action: Clerk to add application to website

2. to consider an application from Rylands Road Park Renovation group

Agreed: Unanimously agreed to approve the grant application for the Rylands Road Park Renovation Group

Action: Clerk to advise applicants

Action: Clerk to advise ABC who will be dealing with the management of the project.

Signed:



Action: Clerk to make payment and transfer from Ear marked reserves once invoice received.

- 96/21 Standing Orders update: Council approves the revised Standing Orders 2021 v1.3 to come into force on the day following the Annual Meeting.**

Note: The item was not discussed and will be added to May agenda.

Action: Clerk to add to May agenda.

- 97/21 Conningbrook Park Task and Finish Group Terms of Reference: Council to approve and to adopt the policy with revision of date of review (item6) from January 21 to June 21 .**

Note: The item was not discussed and will be added to May agenda.

Action: Clerk to add to May agenda.

- 98/21 FGP Terms of Reference: Council to adopt the revised Terms of Reference of the Finance and General Purposes Committee, version 2.2. (The table of version control explains the changes).**

Note: The item was not discussed and will be added to May agenda.

Action: Clerk to add to May agenda.

- 99/21 Training and Development Policy v2.2: Council approves and adopts the revised policy.**

Note: The item was not discussed and will be added to May agenda.

Action: Clerk to add to May agenda.

100/21 Finance:

- 1) **Council to authorise payments as per document (circulated).**

Agreed: All payments unanimously agreed.

Action: Clerk to action with Councillors as per mandate.

Name	Reason	Gross
Staff	All staff costs	£2430.29
Open Spaces Society	Membership	£45.00
SLCC	Training	£162.00
SLCC	CILCA	£410.00
Faceshare	Grant donation (monthly)	£100.00
Epson	Printing	£16.49
Microsoft	MS365 Licences (monthly)	£79.68
Giff Gaff	Mobile phones (monthly)	£6.00
Foodbanks	Grant donation (monthly)	£45.00
Metro	Monthly fees	£20.00

- 2) **Reconciliation - Council to note expenditure and income to date and bank reconciliation as at 28/02/2021.** Council to note

- 3) **To discuss and agree the number of authorised signatories and alternates and to appoint accordingly.** The item was not discussed and will be added to May agenda.

- 101/21 Annual Meeting: Council agrees that the Annual Meeting will be held virtually on Wednesday 05 May 2021, beginning at 18.00 and ending no later than 21.00. The meeting shall include a 10-15-minute break after the completion of the business required under Standing Order 5.**
Noted.

Signed:



- 102/21 Annual Assembly: Council to consider provisional date of 17th July and discuss.**
Note: The item was not discussed and will be added to May agenda.
Action: Clerk to add to May agenda.
- 103/21 Responding to the Community's Needs under Covid-19: Relationship with Kennington Community Volunteers**
1. Council agrees to create an advisory Task and Finish Group of the Clerk, no more than 4 councillors and no more than 3 non-councillors to explore and assess options for supporting the Kennington Community Volunteers group and report back; among other things, the work should draw on experience of other local councils in the borough.
2. To appoint councillor members of this group and invite nominations for non-councillor members.
Note: The item was not discussed and will be added to May agenda.
Action: Clerk to add to May agenda.
- 104/21 Maximising benefit from IT systems: Council agrees to create a Task and Finish Group to advise the Clerk on how she and Council might get the most effective usage from IT systems already purchased and from incremental improvements to these; and to advise the Clerk on options for combining remote and actual attendance at meetings when regulations permit this. The Group will consist of no more than 3 councillors and 1 non-councillor; will work with the Clerk according to her priorities; and will report back to Council no later than June with interim recommendations and September to assess whether its work is complete.**
Note: The item was not discussed and will be added to May agenda.
Action: Clerk to add to May agenda.
- 105/21 Crime Prevention: Council is invited to consider and agree the proposals as outlined in the document circulated by the Crime Prevention Task and Finish Group.**
Note: The item was not discussed and will be added to May agenda.
Action: Clerk to add to May agenda.
- 106/21 Communications Strategy and Action Plan: Council to discuss and consider revised Communications Strategy and Action Plan.**
Note: The item was not discussed and will be added to May agenda.
Action: Clerk to add to May agenda.
- 107/21 Powers and Duties of Local Councils "policy: Council to consider this list of Powers of a Parish Council as a policy.**
Note: The item was not discussed and will be added to May agenda.
Action: Clerk to add to May agenda.
- 108/21 Government consultation /Future of virtual meetings – Councillors to discuss the broad content and agree whether to make Council submission**
<https://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence/local-authority-remote-meetings-call-for-evidence>
Agreed: Cllr Cooper and Cllr Martin will invite all Cllrs to make comment and formulate a reply for and behalf the Council
Action: All Councillors encouraged to reply individually using link provided
Action: Clerk to add to future meetings to May agenda.
Action: Clerk to investigate all options for meeting rooms as soon as possible taking into consideration all guidelines and to be vigilant to updates or changes.
- 109/21 S106 – Council to consider Section 106 funding report following the 6th of April March Planning Committee meeting and the Environment and Open Spaces Committee 7th April and agree actions as appropriate.**
Note: The item was not discussed and will be added to May agenda.
Action: Clerk to add to May agenda.
- 110/21 Council Monthly Reports: To consider/note information received relevant to the Council and agree any action necessary.**



1. To note the draft minutes of the following committee meetings:

- a. Finance and General Purposes 01st March 2021
- b. Communications 15th March 2021
- c. Planning 06th April 2021
- d. Environment and Open Spaces 07th April 2021

2. Correspondence received.

3. Ward Councillor Reports

Note: These items were not discussed and to be noted.

111/21 Action log: Council to review of action log, to discuss developments for items to then to be considered for motion for next or future meeting or to note and be recorded as complete.

Note: The item was not discussed and will be added to May agenda.

Action: Clerk to add to May agenda.

112/21 Items for inclusion on the next agenda. *Items currently include Vexatious Policy, Bybrook-Bockhanger Community Facility Public Consultation, Defibrillators Update, Litter Bins Update, School Parking Update, Grasmere Road Town Green, Beecholme Drive Town Green, Public Phone Box Purchase*

Note: The item was not discussed and will be added to May agenda.

Action: Clerk to add to May agenda.

113/21 Date of next meeting. The date of the next meeting will be 5th Mat 2021 at 6.00pm

114/21 Close of meeting. The meeting closed at 21:00

Signed: