



**An ordinary meeting of the above Council was held on Wednesday
15th December 2021 starting at 7.00pm at the St Marys Community Centre**

269/21 To note those, present and record any apologies.

Present: Cllr Alan Cooper (Chair), Cllr John Seaton, Cllr Charles Ellis, Cllr Sue Huntley, Cllr Paul Bartlett, Cllr Nathan Iliffe, Cllr Mark Silvester and Cllr Chris Morley

Apologies: Cllr Simon South, Cllr Justin Armitage, Cllr Shafi Khan, Cllr Jane Martin, Cllr Ellie Crook, Cllr Carole White. Also received from Adam Brookes, PCSO

Also Present: Cllr Howard Turner (Bybrook), Cllr Diccon Spain (Bockhanger), 4 members of the public, Peter New and the Clerk

Noted: Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

Resolved: Agreed this will be implemented from next Council meeting onwards and a vote to accept apologies will be taken per each Councillor which has sent in their apologies.

Action: Clerk to ensure wording in next agenda reflects as necessary and a vote be recorded within all future minutes.

270/21 To declare any Disclosable Pecuniary Interests (DPIs), Other Significant Interests (OSIs) or Voluntary Interests (VIs) relating to items on the agenda.

No DPIs, OSIs or VIs were declared.

271/21 To consider and adopt the Minutes of the Ordinary Meeting held on 11th November 2021.

Resolved: The minutes of the meeting held on 11th November 2021, were agreed and adopted as a true record by unanimous vote.

272/21 Public Open Session for members of the public who may make representations, answer questions, and give evidence regarding items on the agenda or to suggest issues for discussion at a future meeting.

Bybrook Community Facility - Bybrook Bockhanger Community Matters group raised the recent survey results they have collated and asked for this to be on next month's Council agenda and agreed full details will be sent from the group for the Community Council to review and analyse all findings collated and received from residents so as can be looked at before and ahead of Council on 12th January.

Resolved: Agreed by unanimous vote this item will be on next month's Council agenda as previously intended.

Resolved: Agreed upon receipt the full details from Bybrook Community Matters, a Working Group of members of the Bybrook Community Facility Committee already set up at the last Bybrook Community Facility Committee Meeting on 24th November awaiting these results will meet and provide an update to Council.

Bybrook Playground Facilities - Members of the Bybrook Community Matters group advised broken play equipment currently on Bybrook play area.

Resolved: Agreed the Clerk advised will report specifics upon receipt from all and any residents and will ask Ashford Borough Council to investigate.

2 members of the public left at 19.33.



273/21 Finance:

1) Payments - Council to authorise and note payments made as per document (circulated).

Resolved: Agreed all payments agreed by unanimous vote and noted as applicable (see below).

Name	Reason	Net	Gross
Giff Gaff*	Mobile phone – Clerk	£5.00	£6.00
Metro*	Bank Fees	n/a	£20.00
Microsoft*	MS365 licences	£79.23	£95.08
Sainsburys*	Food Donations	n/a	£45.00
Fareshare*	Food Donations	n/a	£100.00
Epson*	Printing	£8.91	£10.69
Metro	Bank Fees – Automated payment	n/a	£10.00
Equals**	Purchasing card top up to	£500.00	£500.00
BT**	Monthly internet	£22.00	£26.40
Kennington Scouts	Planning meeting 02/11/21	£22.50	£22.50
Wi Hall	Committee room hire	£12.00	£12.00
United Church	Room hires 30/11, 07/12 and 09/12	£72.00	£72.00
St Marys	Room hires 13/10, 10/11 and 24/11	£64.50	£64.50
Saxo	Newsletter Issue 2 Printing	£277.95	£277.95
East Kent Leaflet Distributors	Newsletter Issue 2 Distribution	£480.00	£576.00
Lionel Robbins	Internal Audit	£150.00	£150.00
Fasthosts	Domain Renewal (pay by purchasing card)	£61.00	£72.20
Staff Total Costs	Salaries /Expenses etc in (November)	n/a	£2596.12

2) Budget – Council to agree and adopt the budget for 2022/23.

Resolved: Agreed the Budget for 2022/23 agreed by unanimous vote for £149780.00 as outlined below in Appendix 1.

3) Precept - Council to agree on a Precept for 2022/23 request to be submitted to ABC (deadline 7th January).

Resolved: Agreed the Precept for 2022/23 agreed by unanimous vote £106500.00.

Action: Clerk to file request to Ashford Borough Council before deadline 7th January 2022.

4) Kennington Community Council Annual Report - Council is invited to agree and adopt the report for 2020/21.

Resolved: Agreed the Annual report for 2020/21 agreed by unanimous vote, with some small typing amends to be made as advised by Cllr Morley.

Action: Clerk to make amendments and publish on website

Action: Clerk to commence work in similar format for 2021/2022 with view to bring to April 2022 Council meeting.

274/21 Project Assessment Panel Grant Application - To note the Clerks Report circulated and agree on recommended actions in respect of applications for grants from

1) WI Hall

Noted: Via an update from the Clerk that this application is temporarily on hold waiting for further information and will be brought back to Council as soon as applicable.

2) Downsview School.

Resolved: Agreed by unanimous vote to agree application for full amount applied for on grant application for the Downsview Mindfulness Garden

Action: Clerk to advise applicants Friends of Downsview

Action: Clerk to make payment arrangements.



275/21 Casual Vacancies - To note all applications for the casual vacancies in the wards of Grosvenor Hall and Kennington North and agree actions and or vote to fill vacancies. In the order of

a) Grosvenor Hall

Noted: Noted by all that there had been no applications received only interest for applications

Resolved: Agreed the Clerk to extend the application deadline for this until 30th January 2022

Action: Clerk to republish the vacancy with deadline 30th January 2022.

b) Kennington North.

Noted: Application received.

Resolved: Voted 6 in favour and 2 against, Brian Varney co-opted to Kennington North.

Action: Clerk to raise and complete and file all appropriate papers with Borough Council.

Action: Clerk to update and publish new Councillor details on Council website.

The order of business was changed and it was agreed to move to agenda item 280.21.3 Neighbourhood Watch on completion of this item the meeting continued from 276.21.

276/21 Planning Committee Terms of reference - Council is invited to approve the following amendment to the terms of reference of the Planning Committee, namely the insertion of new sub-para 4f; Council may appoint up to three non-Councillors to be non-voting members of this Committee if they have relevant skills and experience which would be of benefit to its work; the Committee may recommend nominees to Council.

Resolved: Agreed the Planning Terms of Reference agreed unanimously.

Action: Clerk to amend and republish revised Terms of Reference.

277/21 Clerk/RFO contract - The Personnel and Development Committee invites Council to approve the changes to the Clerk's conditions of employment set out in the circulated schedule.

Resolved: Agreed the Changes approved unanimously.

Action: Clerk and Personnel and Development committee to ensure condition changes are adopted.

278/21 Allotments -

- 1) **To receive an oral update report on the Allotments transfer.**

Noted: Oral update noted

- 2) **To receive an oral update report on the Subcommittee.**

Noted: First committee met 30th November 2021, next planned for end of January beginning of February.

- 3) **To agree and to elect a Councillor (not a member of E&OS)" to Allotments subcommittee (1 vacancy).**

Resolved: Agreed unanimously to appoint Cllr Simon South to the position of non Environment and Open Spaces Committee Councillor of this subcommittee.

279/21 Highways Improvement Plan (HIP) - Councillors are invited to review the current HIP (circulated) and to put forward suggestions in time for the E&OS Committee's January meeting (meeting 26th, deadline for suggestions 19th).

Resolved: Agreed all Councillors invited to make comment to Clerk ahead of next Environment and Open Spaces Committee deadline 19th January 2022.

280/21 Monthly Reports: To consider/note information received relevant to the Council and agree any action necessary.

- 1) **Correspondence received. - Noted:** Items noted by all those present

Street/Road issues received Faversham Road/The Street- Agreed: Cllr Nathan Iliffe to work with the Clerk to better understand current issues reported on the Street and Faversham Road where no waiting cones have been recently in use.

Action: Clerk to investigate through KCC Highways Steward

Action: Clerk and Cllr Nathan Iliffe to look into both sites and reply to residents as appropriate.



- 2) **Ward Councillor Reports - Noted:** Cllr Paul Bartlett's written report noted and taken as read as previously circulated.

Zig Zag/Rectory Way Path – Noted: Cllr Bartlett and Cllr Spain have been liaising with ABC re CCTV to ensure safe path for pedestrians, which will be brought to a Council meeting for Kennington Community Council to assist in discussions re best location.

Agreed: The Environment and Open Spaces and Planning committees to work in conjunction on this, with Cllr Bartlett and Cllr Spain to link in via committee chairs and Clerk.

Trees on A28 - Noted: Cllr Iliffe is resolving these issues

Trees on Conningbrook - Noted: Cllr Iliffe in contact with new owners to rectify

Bench -Noted: Cllr Iliffe has installed a new bench now at the Junior School

Community Bench - Noted: Cllr Iliffe is still reviewing and still on plan to have re-sited.

- 3) **Neighbourhood Watch - Noted: Report** noted and taken as read previously circulated.

Bus Shelter Vandalism - Resolved: Agreed the issues with bus shelters being vandalised could be investigated further and it was agreed unanimously that the Clerk would work with Peter New to send a letter to Cllr Heyes as Chair of the Joint Transportation Board at ABC, ahead of the Joint Transportation Board urging for the material used currently in bus shelters to be investigated and alternatives to be considered and added for discussion at the next available meeting.

Action: Clerk to raise a letter to be sent now to Cllr Heyes jointly from Kennington Community Council and Peter New of Crimewatch

Following this item the meeting returned to agenda 276.21 and continued in order from there.

Joint Group comprising of Chief Inspector for Ashford, Nick Sparkes, PCSO, ABC and Kennington Community Council - Resolved: Agreed unanimously that Kennington Community Council Councillors would like to be part of this working together group

- 4) **PCSO.** The PCSO was unable to be present at this meeting, but the report which was circulated was noted and taken as read.

281/21 Action log: Council to review action log, to discuss developments for items to then be considered for motion for the next or future meeting or to note and be recorded as complete.

Resolved: Agreed all Councillors to review and send in comments by 6th January to the Clerk.

Action: All Councillors to review and send in comments by 6th January to the Clerk.

282/21 Date of next meeting.

Noted: Next meeting 12th January, with agenda items and papers by Tuesday 4th January.

283/21 Items for inclusion on the forthcoming agenda/s. *Items currently include Vexatious Policy, Litter Bins Update, School Parking Update, Grasmere Road Town Green, Beecholme Drive Town Green, Public Phone Box Adoption, Code of Conduct – Autumn-December, Committee Structure/Terms of Reference/Committee Membership – September, Maximising IT Working/Task and Finish Group, Training and Development Policy, Scheme of Delegation, Crime Prevention Working Group update, Advisory Meetings and Policy revision Planner*

Resolved: Agreed under item 272/21 (**Resolved:** Agreed by unanimous vote this item will be on next month's Council agenda as previously intended.

Resolved: Agreed upon receipt the full details from Bybrook Community Matters, a Working Group of members of the Bybrook Community Facility Committee already set up at the last Bybrook Community Facility Committee Meeting on 24th November awaiting these results will meet and provide an update to Council).



- 284/21** To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972. This item and the following two will take place by 8.15pm if not already reached and considered required before this time.
Resolved: Agreed not required for any item on the Agenda.
- 285/21** **Close of Meeting.** The meeting closed at 20:42

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Appendix 1: Budget 2022/23 - The Budget for this year calculates to £149,780.00 and is detailed below.

Budget 2022/23

	Net Budget Required
245 War Memorial Restoration	£12,500.00
810 Community Notice Boards	£2,200.00
855 and 856 Allotments Total	£12,130.00
Fishing at Little Burton Lake	£2,000.00
Litter	£1,250.00
Play Areas	£10,000.00
Public Access Defibrillators	£6,500.00
Planting Schemes	£4,000.00
Memorial Arch Bench	£2,500.00
Sub Total	£53,080.00

PERSONNEL

505 Recruitment	£200.00
510, 515 and 520 Salaries, PAYE, NI and Pensions	£32,500.00
517 Locum Clerk Services	£500.00
525 Training Clerk	£1,700.00
530 Training Councillors	£3,500.00
Training Non-Councillors	£500.00
535 Expenses	£500.00
Chairman's Allowance	£100.00
545 HR Services	£2,000.00
Sub Total	£41,500.00

ADMINISTRATION AND OPERATIONS

605 Office Equipment	£1,000.00
610 Homeworking Allowance	£675.00
615 Stationery and Consumables	£1,200.00
620 Homeworking Communications	£240.00
625 Software and Licences	£3,435.00
630 Subscriptions	£3,300.00
635 Bank Account Fees	£240.00
640 Bank Charges	£160.00
645 Insurances	£400.00
650 Legal	£1,000.00
655 Audit - Internal	£350.00
660 Audit - External	£700.00
665 Other Professional	£2,500.00
Sub Total	£15,200.00



COMMUNITY SERVICE DELIVERY

805 Public Meetings	£3,000.00
815 Marketing and Promotions	£750.00
820 Newsletter (Printing and Distribution)	£3,500.00
825 Community Assets Maintenance (inc. £150 Street lights)	£750.00
830 Community Grants	£5,000.00
840 Projects	£20,000.00
850 Bockhanger Regeneration - Professional Fees	£2,000.00
Youth Council	£5,000.00
Sub Total	£40,000.00

Total	£149,780.00
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