

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 01 June 2022



**An Ordinary Meeting of the above Council was held on
on Wednesday, 08 June 2022 starting at 7.00pm,
being held at the St Mary's Community Centre**

112/22 To note those present, to receive and consider for approval, apologies for absence and reasons given.

Present: Cllr Alan Cooper (Chair), Cllr Paul Bartlett, Cllr Chris Morley, Cllr Charles Ellis, Cllr John Seaton, Cllr Shafi Khan, Cllr Justin Armitage

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

Apologies: Cllr Charles Ellis (Health), Cllr Carole White (Personal) and Peter New (Crimewatch) and Adam Brookes (PCSO)

Resolved: Agreed by all those present to accept the apologies for all those that were sent and received prior to the meeting to the Clerk as detailed above.

113/22 To declare any Disclosable Pecuniary Interests (DPIs), Other Significant Interests (OSIs) or Voluntary Interests (VIs) relating to items on the agenda.

Cllr Morley and Cllr Cooper declared a voluntary issue re Kennington Fayre 123/22.

114/22 To consider and adopt the Minutes of the Annual Meeting held on 11 May 2022

Resolved: Agreed by all present the minutes of the meeting held on 11th May 2022, were agreed, and adopted as a true record by unanimous vote with the amendments as reported The minutes were signed by Cllr Alan Cooper

Action: Clerk to publish signed minutes on website.

115/22 Public Open Session for members of the public who may make representations, give evidence, ask and answer questions regarding items on the agenda or to suggest issues for discussion at a future meeting.

No public were present.

116/22 Casual vacancies: Council to **agree** to advertise for candidates for applications in the ward of Kennington North and Little Burton as receive confirmation available to advertise

1) Council **resolves** to seek to co-opt a member for Kennington North

Resolved: Agreed by all present to co-opt a member for Kennington North

2) Council **agrees** to advertise for candidates for applications in the ward of Kennington North

Resolved: Agreed by all present to advertise the applications on confirmation from Monitoring Officer.

Action: Clerk to publish vacancy on website and noticeboard and Facebook. This will also be actively driven at the Kennington Fayre stand and the Bybrook Bockhanger Summer in the Square events.

3) Council **resolves** to seek to co-opt a member for Little Burton

Resolved: Agreed by all present to co-opt a member for the Little Burton Ward.

4) Council **agrees** to advertise for candidates for applications in the ward of Little Burton

Resolved: Agreed by all present to advertise the applications on confirmation from Monitoring Officer.

Signed:

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Action: Clerk to publish vacancy on website and noticeboard and Facebook. This will also be actively driven at the Kennington Fayre stand and the Bybrook Bockhanger Summer in the Square events.

- 5) Council **agrees** to trial publicity in Kennington North

Resolved: Agreed by all present to trial publicity in Kennington North and to materials costed for a maximum of £50.00

Action: Clerk to print of materials for Cllr Morley to distribute.

- 6) Council **notes** recent promotion material now being used in noticeboard and for Kennington Fayre, Annual Assembly, Bybrook Summer Events and on display at all Council and committee meetings

Noted: By all present

Action: Clerk to send copies to all again for use then by all

117/22 Finance:

- 1) Council to **authorise** and **note** expenditure and payments to be made as per document circulated

Name	Reason	Net	Gross
Staff	Salaries/Expenses (May)	n/a	£1890 10
Magee Gammon	HR/Payroll Professional Fees	£575.00	£690.00
SLCC	Membership	£171.00	£171.00
Greenbarnes	Noticeboard for Bockhanger	£1600 max	£2000max
Giff Gaff	Mobile phone – Clerk	£5.00	£6.00
Giff Gaff	Mobile phone – Allotments Officer/ Assistant Clerk	£5.00	£6.00
Metro	Bank Fees	n/a	£20 00
Metro	Bank Fees re Purchasing card top up (if required)	n/a	£10 00
Microsoft	MS365 licences	£86 30	£103.56
Epson	Printing	£8.99	£9.99
BT	Monthly internet	£22 00	£26 40
Fareshare*	Grant donation £200 agreed May, June, and July)	£200.00	£200.00
Itseeze	Website monthly charge	£45 00	£54 00
United Reformed Church	Meeting room hire - 19.05.22/ 24.05.22 / 30.06.22	£84 00	£84 00
Ashford PC	Meeting room hire - 11.05.22 and 25.05.22	£125.50	£125.50
WI	Meeting room hire - 03.11.21/06.10.21 and 22.10.21	£73 00	£73 00
Zurich	Council Insurance	£441.08	£441.08
Defib store	Defibrillator for Bockhanger plus accessories	£1360.95	£1633.14
Gazebo Shop	Gazebo	£1049.03	£1258.84
National Allotment Society	Membership Renewal	£55 00	£66 00

Resolved: Agreed by all present payments noted already made under delegated authority or agreed previously. Additional payments were agreed unanimously.

Action: Clerk to make payments as soon as possible.

- 2) **Annual Insurance** – To **note** insurance cover in place respect of all insurable risks as delegated

Noted: By all present working group agreed after carefully considering all quotes received by the Clerk. Cllr Seaton was unable to receive any further quotes due to the current market. Provider has been agreed for the next 3 years and the policy can be accessed on the website.

- 3) **Yearend figures** –

- a) Council to **consider** and **agree** recommendations for underspend
b) Council to **note** monies transferred to reserves and consider and **agree** carry over figures to 2022/3 financial year due to payments that were agreed but not fulfilled in 2021/22.

Signed: *KZ*

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Resolved: Agreed by all present that due to not all Councillors receiving the documents sent (confirmed by Cllr Alan Cooper, in Clerks calendar file) that there would need to be an additional meeting on the 22nd of June which will cover all finance except for 117.1 and 117.2

- 4) **Certificate of Exemption** – Council to **consider** and **note** whether to complete a Certificate of Exemption from submission to the External Auditor due to being under the £25,000 threshold or to have a Limited Assurance Review. **(Note: this is a formality and the decision must be negative.)**
- 5) **Annual Governance Statement** – Council to **consider** the questions and respond accordingly (Section 1, Page 4 of 6 of the Annual Governance Statement 2020/21)
- 6) **Audit Accounting Statements** – Council to **consider and agree** the accounting statement figures (Section 2, Page 5 of 6 of the Annual Governance Statement 2020/21)
- 7) **Significant Differences** - to **note** and **endorse** the reasons for significant differences between outcomes in financial years 2020-21 and 2021-22
- 8) **Electors' Rights in relation to the Statement of Accounts** – to **note** the dates of the Exercise of Public Rights as 13th June 2022 to 23rd July 2022.

Resolved: Agreed by all present that due to not all Councillors receiving the documents sent that there would need to be an additional meeting on the 22nd of June which will cover all finance except for 117.1 and 117.2 already noted and agreed.

- 118/22 Planting Schemes:** To **consider** a recommendation from the Environment and Open Spaces Committee (39/22E Planting schemes) and
- 1) to **agree** that Council should **arrange** a further scheme of daffodil planting in Autumn 2022
 - 2) to **agree** that Council will fund this
 - 3) to **delegate** the Clerk to make arrangements and to **incur** expenditure not exceeding £100

Resolved: Agreed by all present that the Community Council should arrange a further daffodil planting scheme, that the Council will fund to a maximum expenditure of £100

Action: Clerk to purchase daffodil bulbs

Action: Communications committee to look at ways of supporting Environment and Open Spaces Committee in this year's planting scheme

- 119/22 Commemorative Rose Bed:** to **consider** a recommendation from the Environment and Open Spaces Committee (34/22E Queen's Platinum Jubilee)
- 1) to **agree** that Council should plant a bed of 70 roses in a public place in Autumn 2022, in commemoration of the Queen's Platinum Jubilee

Resolved: Agreed by all present that the Community Council should arrange to see where a rose bed could be planted by asking through Ward Councillors about possible site

Action: Clerk to ask Ward Councillors to nominate potential sites

- 2) to **agree** that Council will fund this to an amount not exceeding £1500

Resolved: Agreed in principle by all present that the Community Council should fund however ongoing costs of maintenance should be considered before an order is placed and brought back to Council

Action: Clerk to ask current maintenance contractor for allotments and look for other providers to quote

Action: Communications committee to consider Facebook consultation

Action: Clerk to add to next Communication committee agenda

- 3) to **delegate** the Clerk to work with the district and county councils to identify a suitable site and suitable planting scheme and to bring this to the next suitable meeting for consideration

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Resolved: Agreed by all present that this motion be amended to include and major property developers: to delegate the Clerk to work with the district, county councils and major property developers to identify a suitable site and suitable planting scheme and to bring this to the next suitable meeting for consideration

Resolved: Agreed by all present that the Clerk establish some location ideas. Ongoing maintenance cost ideas and or whether the district, county and major developers may have some suitable suggestions for discussion.

Action: Clerk to contact borough and district council for location ideas.

- 120/22 Highways Improvement Plan:** to **consider** and **agree** a recommendation from the Environment and Open Spaces Committee (31/22E Highway Improvement Plan) to
1. **adopt** the draft Highway Improvement Plan

Resolved: Agreed by all present the plan as circulated be adopted

2. to **continue** with priority 1 Speed Reduction scheme in Bybrook Road

Resolved: Agreed by all present to continue with the Speed reduction in Bybrook Road as also noted as now agreed additional by the ABC Joint Transport Board.

3. to **proceed** with priority 2 Ulley Road, The Street and adjacent roads in Burton Estate including initial funding of traffic surveys not exceeding £1000

Resolved: Agreed by all present that we will take a lead from Kent Highways where best to site and have the traffic surveys which will aim to resolve the current speed, parking and school term issues. The surveys to happen in school time.

Action: Clerk to speak with Kent Highways and report to next suitable Environment and Open Spaces Committee.

- 121/22 Allotments Policy Incorporating Allotments Tenancy Terms and Conditions:** to **agree** and **adopt** Allotments Policy Incorporating Allotments Tenancy Terms and Conditions

Resolved: Agreed by all present to adopt the Allotments policy incorporating Allotments Tenancy Terms and Conditions

- 122/22 Knife Bin:** to **consider** a revised proposal from Kent Police to provide a knife bin to be located and moved to agreed multiple locations

Resolved: Agreed by all present that the knife bin be accepted, but to take advice from Police of where the locations around Kennington would be and how often and cost of resiting the bin.

Action: Clerk to find out details and report back to July Council.


- 123/22 Kennington Summer Fayre:** Council to **consider**
- 1) Volunteer rota (including setting up between 9:30 and 12:00 (2 min), staffing the stall 12:00-14.00 (4 min) 14:00 - 16:00 (4 min), taking down and clearance 16:00-17:00)

Noted: By all current volunteers and apologies received to date

Action: Clerk to chase again any Councillors not responded.

- 2) Equipment/Promotional material purchase to be **delegated** to Clerk and to incur expenditure not exceeding £500

Resolved: Agreed by all present that the Clerk to spend up to an additional expenditure of £500 should a need arise for promotional material or equipment for the stalls

Signed: 

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Resident arrived at 20:38

124/22 Community Governance Review 2020: Council is asked

1. to **consider** the Community Governance Review 2022 notified by Ashford Borough Council
2. to **consider** in particular a change which proposes "Altering the boundary between Westwell and Kennington parishes to **correct** an anomaly at Sandyhurst Farm."
3. to **consider** submitting an alternative proposal to correct the anomaly by **requesting** amendment the Community Council's boundary
4. to **consider** any other proposals for changes under the terms of the Community Governance Review
5. to **agree** and make any recommendations, **delegating** authority to the Clerk to **submit** to Ashford Borough Council by the due date

Resolved: Agreed by all present that Cllr Morley would draft a submission collating all thoughts acquired through discussions for the Clerk to send to Ashford Borough Council by due date

Action: Cllr Morley to draft and summarise decision of the Council and send to Clerk for onward submission

Action: Clerk to send wording from Cllr Morley on considering it reflects Councils decision for ABC to alter the boundary and proposes to correct the current anomalies

125/22 Local Government Award Scheme Foundation Award:

- 1) to **approve** registration for the Local Government Award Scheme Foundation Award and payment of initial registration fee of £50, with a deadline for submission of 9 September 2022

Resolved: Agreed by all present that the registration fee be paid and every effort to achieve the 9th September deadline be made

Action: Clerk to receive details of where payment should be made

- 2) to **note** there is a free NALC course on 22 June <https://www.nalc.gov.uk/our-events/online-events>

Noted: By all present

126/22 Spearpoint Gate Locking and Unlocking Weekends – Councillors to volunteer if they could assist with the current monthly one weekend per month arrangement in place. (next proposed weekends June - 25th/26th, July - 23rd/24th, August - 20/21st).

Resolved: Agreed by all present to look at alternative to Councillors volunteering to lock up on a monthly basis as this is hard to guarantee

Resolved: Agreed by all present that the alternative suggestion from the Clerk of a company being used to a maximum of £40 per weekend be delegated to her to do this firstly to guarantee one weekend a month to local residents and secondly so as Councillors on a voluntary basis could additionally offer additional adhoc support for locking and unlocking. Further quote needs to be obtained to check that this is good value and if can obtain a quote from the company Ashford Borough Council use.

Action: Clerk to obtain quote from ABC provider for comparison

Action: Clerk to book once considered which company would be best option.

127/22 Bybrook-Bockhanger Community Facility Committee: Council to **receive** an oral update from Committee/Working Group and **agree** any actions as appropriate

Signed: *KC*

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Noted: By all current position

128/22 Bockhanger Square Summer events:

- 1) to **note** an update on Bybrook Bockhanger Summer Events and potential current line-up of activities
- 2) to **request** members to volunteer to assist with events on the day

Noted: By all current position

Agreed: Clerk to do additionally do a calendar of events as well as continue to chase and confirm presenters as soon as possible for the Kennington Fayre in June and for further noting at next Council and for promotion as soon as is possible.

Action: Clerk to continue to work with companies to set times and dates and complete a calendar of events

Action: Clerk to add to next Council agenda for updating Councillors

Action: Council to add to Communications agenda for promoting

129/22 5G Mast at Goteley Mere: Council to **note** a planning application to install a 5G mast

Resolved: Agreed by all present to respond with an objection due to the close proximity to house, Cllr Morley to draft response and sent to Clerk to submit

Action: Cllr Morley to draft a response and send to Clerk

Action: Clerk to send in response and recommendations for locating elsewhere upon receipt.

130/22 Annual Assembly: to **note** an oral update from those that were in attendance of the Annual Assembly held on 25th May 2022.

Noted: By all present.

131/22 Pop Up Café: to **note** an oral update from the Clerk on Pop Up Café at the Spearpoint Pavilion (Friday 26th August, Friday 23rd September and Friday 21st October 10.30 to 12.30).

Noted: By all present.

132/22 Defibrillator and Noticeboard at Bockhanger Square: Council to **note** an oral update from the Clerk

Noted: By all present and agreed to expenditure as per agenda item 117/22/1.

133/22 Monthly Reports: To **consider/note** information received relevant to the Council and **agree** any action necessary.

- 1) Correspondence received.
- 2) Ward Councillor Reports
- 3) Neighbourhood Watch
- 4) PCSO
- 5) KALC Ashford
- 6) KCC Annual Report (Cllr Clair Bell)

Noted: By all present.

134/22 Action log: Council to **review** action log, to **discuss** developments for items to then to be considered for motion for the next or future meeting or to **note** and be **recorded** as complete.

Signed: *KC*

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Resolved: Agreed all Councillors to review and send in comments by 1st July to the Clerk to be updated for next Council.

Action: All Councillors to review and send in comments by 1st July to the Clerk.

Action: Clerk to delete actions are resolved above and update action log as per details received from Councillors and recirculate for next Council

135/22 Items for inclusion on the forthcoming agenda/s.

Items currently include Vexatious Policy, Litter Bins Update, Grasmere Road Town Green, Beecholme Drive Town Green, Code of Conduct, Maximising IT Working/Task and Finish Group, Scheme of Delegation, Policy revision Planner.

136/22 Date of next meeting.

The next meeting to be an Extraordinary on 22nd June at 7pm St Marys.

The next monthly Council meeting to be held on Wednesday 13th July at 7pm, St Marys Community Centre.

137/22 To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972.

No public were present and this item was not required.

138/22 Close of meeting. The meeting closed at 21:20

Signed: 

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