

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 07 October 2022



An Ordinary Meeting of the above Council, Was held on Wednesday, 12th October 2022 at 7.00pm, in the St Mary's Community Centre

- 182/22** To note those present, to receive and consider for approval, apologies for absence and reasons given.
Present: Cllr Alan Cooper (Chair), Cllr John Seaton, Cllr Shafi Khan, Cllr Charles Ellis, Cllr Chris Morley, Cllr Justin Armitage and Cllr Carole White
Apologies: Cllr Jane Martin (Work), Cllr Nathan Iliffe (ABC commitments), Cllr Ellie Crook (Work), Cllr Paul Bartlett (Work/ABC commitments). Apologies also from: Cllr Diccon Spain (ABC commitments) and PCSO Adam Brookes
Also Present: The Clerk, Cllr Howard Turner (Bybrook)
- 183/22** To declare any Disclosable Pecuniary Interests (DPIs), Other Significant Interests (OSIs) or Voluntary Interests (VIs) relating to items on the agenda
None were declared.
- 184/22** To consider and adopt the Minutes of the Meeting held on 10th August 2022.
Resolved: The minutes of the meeting held on 10th August 2022 were agreed and adopted as a true record by unanimous vote.
Action: Clerk to publish signed minutes on the website.
- 185/22** **Coronation: Council to consider planting specimen trees to commemorate the Coronation of HM Charles III and as recommended by Environment and Open Spaces Committee**
Resolved: Agreed a total value for an oak tree of £1500.00 can be spent to supply with irrigation system and plant on the Kennington Recreation ground near to the Sweet Chestnut.
Resolved: Agreed Kennington Community Council will look after the watering for the initial two / three years usually recommended for its survival.
Action: Clerk to contact Aspire re costs, availability to plant and agreement to plant.
- 186/22** **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 present wished to speak at this time.
- 187/22** **Casual Vacancies: Council to note applications for the casual vacancies in the wards Bybrook, Kennington North & Grosvenor, agree actions and vote to fill vacancies. In the order of**
a) Bybrook (2 applications for 2 vacancies)
b) Kennington North (1 application for 1 vacancy)
c) Grosvenor Hall (1 vacancy).
Resolved: Agreed that this item would be deferred to next Council meeting.
Resolved: Agreed a deadline date to co-opt until to be discussed and agreed at November's Council meeting, with May 2023 elections in mind.
Action: Clerk to add to next Council meeting agenda
Action: Clerk to post a vacancy notice on noticeboard and Facebook.
- 188/22** **Finance:**
1) **Council to authorise and note expenditure and payments to be made as per document circulated**
Resolved: Agreed by all present payments noted and verified already agreed and paid under delegated authority or those previously agreed. Additional payments were also agreed and sanctioned for the Clerk to make payment.
Action: Clerk to make payments as appropriate as soon as possible

Signed:

Page 1 of 7

Dated: 16.11.22

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 07 October 2022



2) To note bank reconciliation

This item was not fully discussed and so deferred to next Council November meeting along with Budgets for 23/24.

3) To discuss and agree new bank signatory and online banking signatory/verifier that can attend the bank in person, between 10th and 30th November.

This item was not discussed and so deferred to next Council November meeting under Finance.

189/22

Bybrook-Bockhanger Community Facility Committee: Council is invited to

1) agree to the use of the existing ABC consultation webpage, with suitable adaptation of logos etc.

Resolved: Agreed by all present to proceed as per outlined and with the use of ABC consultation website.

Action: Cllr Morley to take lead, as with website design knowledge, with Cllr Cooper and Clerk to assist and edit as appropriate.

2) endorse the draft consultation programme and authorise the Clerk, in consultation with the Council Chair and the Committee Chair, to finalise this with ABC;

Resolved: Agreed by all present to endorse the draft consultation programme and authorise the Clerk, in consultation with the Cllr Alan Cooper, Council Chair and the Committee Chair, to finalise this with ABC.

Action: Clerk and Chairs to work to finalise as soon as is possible .

3) within an overall cost limit of £2,500 from the communications budget line, approve the purchase of -

a) 6,000 leaflets and delivery services for up to 5000 of these (the remainder being available through shops and on request)

Resolved: Agreed by all present that with a budget of £2500 net for all the marketing for the Bybrook public consultation.

Resolved: Agreed by all present for as detailed 6000 consultation papers with delivery and extra of circa 1000.

Action: Clerk to order for print and distribution as soon as possible.

b) A3 laminated posters for the consultation and in particular the public meetings

Resolved: Agreed by all present for as detailed A3 laminated posters to raise awareness of consultations and public meeting to be confirmed by Clerk before finalised.

Action: Councillor to be assigned to assist with this, checking wording with Clerk and Chair of Council and Committee before being finalised and published.

c) Two pull-up units and printing of banners;

Resolved: Agreed by all present that these to be designed and ordered

Action: Design and ordering needs to be implemented as soon as possible.

3) agree to the use of frequently asked questions as drafted and as amended in the light of Council's oral and written comments and of comments from ABC;

Resolved: Agreed by all present that the 9 presented be used for frequently asked questions and answers

4) agree in principle that the project should aim to be planned in order to meet the criterial of the 'Secured by Design' mark;

Resolved: Agreed by all present

5) endorse the current version (3.1) of the Draft Business Plan, subject to any amendments agreed in Council;

Signed:

Page 2 of 7

Dated: 16.11.22

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 07 October 2022



Resolved: Agreed by all present but figures used under Option 2 be verified
Action: Cllr Cooper and Clerk to check calculation under option 2
Action: Councillors to continue to feed comments and suggestions into working document

6) agree to send 3 delegates to Rural Kent's 15 October convention on village halls at a cost of £12.50 per delegate and appoint two delegates to accompany the Clerk.

Resolved: Agreed to send 3 delegates at the cosy as detailed/.

Action: Clerk & Cllr Seaton to attend, there being no further volunteers only 2 places utilised.

Action: Clerk to make bookings for Councillor John Seaton and herself to attend.

190/22

Allotments: Council to

1) note and agree adoption - Allotments Policy Incorporating Allotments Tenancy Terms and Conditions, minor amendments

Resolved: Noted and agreed adoption.

Action: Clerk to update and publish on website.

2) note the Draft Tenancy Agreement

Resolved: Noted and agreed.

Action: Clerk to update and publish on website

3) note and agree Allotment charges for 22/23 and provisional rates for following 2 years, moving closer to full cost recovery

Discussion: after a long debate two prices were voted upon per perch £10 and £12.50 in order to bring closer to break even cost of approx. £25 per perch

Vote: £10 per perch, 2 in favour and 5 against

Vote: £12.50 per perch 5 in favour with 2 against

Agreed by majority £12.50 per perch will be introduced for the billing period of 1st October 2022 until 30th September 2023.

Action: Clerk to advise current tenants 28 days' notice of price increase per perch before invoices can be sent out

Action: Clerk to diarise 28 days after price increase for invoices to go out, for existing tenants

Action: Clerk to raise invoices for new tenants at £12.50 per perch & issue as soon as possible

4) to note the complaint at the Bybrook allotments and agree to the spend and long-term plan to eradicate a repetition

Discussed: re complaint re hedging affecting property in Rectory which we are now responsible as we are for the top and external facing side of any hedge perimeter boundary, road or haulage way.

Resolved: Agreed to pay as per the quote provided by current maintenance contractor the additional £300 to bring this hedge down to 5ft and address external facing side causing issues for home in Rectory Way.

Action: Clerk to contact maintenance contractor, tenant and landlord to arrange for these works to be carried out as soon as possible.

Action: Clerk to add to future Environment and Open Spaces Committee and Allotments Subcommittee to discuss potential plans for hedging long term.

191/22

Highway Improvement Plan: Council to consider and agree the purchase of Speed Spy traffic recording device as recommended by the Environment and Open Spaces committee

Resolved: Agreed to order the version with solar panel and additional services (although may vary as dependant on site location).

Action: Clerk to place/start order and find suitable budget line to pay this against.

Action: Clerk to work with company as to best / first location and training.

Signed:

Page 3 of 7

Dated: 16.11.22

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 07 October 2022



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Page 3 of 7

Dated: 16.11.22

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 07 October 2022



- 192/22 Faversham lay-by: Council to consider asking Kent to reconsider this decision for the reasons as set out in circulated document**
Resolved: Agreed Clerk and Chair of Council to draft a reply to highlight our continued concerns that the needs of local businesses and of disabled residents are being subjugated to the needs of an unknown number of bus users and, moreover, considers that there is a flaw in their analysis and to again invite them as per original request for a site visit.
Action: Clerk to send once response drafted to David Brazier, Cabinet Member for Highways & Transport.
- 193/22 Bockhanger Square events: Council to**
1) **note success of events held under the Summer in the Square programme at Bockhanger Square**
Noted: There were divided thoughts of whether these were successful or not, so further works, further marketing e.g. banners, signs and appetite to be assessed before future Summer events programmes are envisaged.
- 2) **consider in outline whether to hold a similar programme in 2023**
Resolved: Agreed with the lack of absolute certainty of whether the events were a success, research, marketing and purchasing of additional advertising methods need to be researched before this can be considered.
Action: Clerk to look at posting a Facebook message with the Communications team support and maybe an inclusion for appetite in next edition of our Newsletter.
Action: Clerk to add to next Communications and Environment and Open Spaces committee agendas so as can be explored further.
- 3) **note October half term Sports event planned for Tuesday 26th October from 2pm until 4.30 and invite Councillors to volunteer to help out with games.**
Resolved: Agreed that as Sk8side still had not been able to confirm availability felt too late to actively market to get adequate numbers to run.
Action: Clerk to look at Springtime opportunities so to diarise for January to look at dates for Easter/May time.
- 194/22 December event: Council to consider to host a December event with all local groups to aid enrolment and promotion with the addition of an inside barber choir to create some festive cheer and promotion of local activities.**
Resolved: Agreed by Councillors that the Clerk could not be allocated time on this to make this a success this year
Agreed: Councillor Cooper with his contacts would look to outside of Council to volunteers to run this this year.
Action: Councillor Cooper to look at volunteers for this and once interest, Clerk can help with dates and information already available for hire of facilities, interest parties accumulated to date and dates available for the hall hire .
- 195/22 Email marketing and communication software - Council to consider and agree to the purchase**
Resolved: Agreed by Councillors the purchase of a licence for Email Blaster UK for 2,000 e-mails per month at a price of £12.99+VAT per month on a Pay Monthly licence (£155.88+VAT per annum).
Action: Clerk to place the order for this software as a single source waiver, and to oversee its introduction including liaison with the provider of Council's website to implement any necessary changes to web pages.
Action: Council agrees to review the technical performance of this product not more than six months after initial purchase, to provide assurance of its suitability and financial profile
Action: Clerk to diarise for six months after purchase to assess suitability.

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 07 October 2022



- 196/22 Community Garden: Council to note report and agree next step/actions**
Noted: Circulated document noted by all present
Action: Clerk will pass this update to the resident who had previously expressed an active interest in leading on a community garden
- 197/22 Underpass by Ashford Rugby Club and cyclists not dismounting: Council to receive an oral report of the incident dangers and agree next step/actions**
Noted: Clerks current work and discussions with Kent County Council and residents involved in the incidents. Awaiting now the outcome of the site visit and findings to be discussed and resolutions offered by Kent County Council to rectify this issue.
Resolved: Agreed to await the Kent County Council reply as to what they will do to rectify this issue
Action: Clerk to await response and report to Council as soon as response received and share with Councillors for comment and further reply as appropriate.
Action: Clerk to await response and keep the residents involved informed.
- 198/22 Kent County Council Members' Tree Scheme: Council to consider and agree next step/actions**
Resolved: Agreed due to time restraints this motion to be brought back to next agenda.
Action: Clerk to add to November Council agenda
- 199/22 Recruitment: Council to note oral report**
Noted: Update received that the recruitment of an Assistant is still ongoing and all applicants to be contacted to ensure interested, and once all have replied, the assessment of applicants can begin.
Action: Clerk to contact the 26 applicants again in the hope to be able to proceed bend of the month.
Action: Clerk to resend the applications to Cllr Seaton, Cllr Cooper and Cllr Morley as soon as responses received from all.
- 200/22 Knife Bin: Council to note report of the incident dangers and agree next step/actions**
Noted: Clerk has received 1 complaint, Councillors reported receiving many as had Cllr Diccon Spain, however as this location had been assessed by the police, ABC and KCC and this was thought to be the least imposing place to have this it would be appreciated if this site could be given some time to see if workable long term.
Action: Clerk to see if details of use can be obtained once Adam Brookes PCSO received the key from ABC
Action: Clerk to chase ABC for the key to be given to PCSO Adam Brookes
Action: Councillors that have received complaints to pass these on to the Clerk so as she can contact them all as only 1 resident recorded currently as having concerns.
Action: Clerk to contact any residents that have complained to discuss and be able to record each of their concerns.
- 201/22 Southern Water Wastewater treatment works: Council to note progress report by Ashford Borough Council and agree next step/actions.**
Noted: Confirmed date for this visit afternoon of 18th November, current attending Cllr Cooper, Cllr Charles Ellis, Mrs Ellis, Cllr Morley, Cllr John Seaton and the Clerk.
Discussed: Cllr Carole White and Cllr Khan would also like to attend
Action: Clerk to contact Southern Water and confirm our attendance
Action: Clerk to advise Cllr Alan Cooper, Cllr Charles Ellis, Mrs Ellis, Cllr John Seaton, Cllr Carole White and Cllr Shafi Khan, Cllr Morley, details as soon as possible re site visit arrangements.
Action: Cllr John Seaton to chase residents he has contacted that were involved in Task and Finish Group to see if they can/ would like to attend.
Action: Clerk to add to December agenda for a report from attendees.

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 07 October 2022



202/22

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

1) Correspondence received and details of upcoming local events

School Crossing Patrol update noted – discussed and agreed that the Clerk to find out how much the gap for funding is for this to be achieved.

Action: Clerk to find out funding gap and bring back update back to next or soonest Council

Kent Police : Local Engagement PCSO visits at Bockhanger Square and the Ridge, Councillors to attend where possible 2-3 pm at Bockhanger Square, Bybrook Road and 3.15pm at the Ridge.

Action: Clerk to set up calendar invites to Councillors diaries for Councillors to attend

2) Clerk update on current ongoing projects including defibrillators, noticeboard, Pop up Café

Pop up café 21st October 10.30 at the Spearpoint Pavilion, Councillor to attend to help with speaking to residents re setting up future tea/coffee mornings post this event

Action: Clerk to set up calendar invites to Councillors diaries

Defibrillators: New Hayesbank: currently on order, One Stop Shop awaiting installation

Action: Clerk will engage again with New Hayesbank once delivery date confirmed

Action: Clerk to chase One Stop Shop

Action: Clerk to add Facebook message once defibrillator on Secombs user list, hopefully in unison with noticeboard

Noticeboard: Clerk working with ABC, awaiting a date for putting up at Bockhanger Square

Action: Clerk to continue to liaise with ABC for earliest erection date.

Action: Clerk to add Facebook message upon completion.

Bybrook Nature Reserve: the next open day Saturday 15th, with one last in November

3) Ward Councillor Reports

Noted: By all present as circulated, nothing to action.

4) Neighbourhood Watch

Noted: Circulated report and oral update from Peter New by all present as circulated.

Noted: Concerns raised from Peter New re low priority of this item on agenda and that other Parish Councils have this just after or within the public open session.

Resolved: Agreed that the Community monthly reports be moved to Public session and Council monthly reports remain at the end of futures agendas

Action: Clerk to amend from November Council.

Raised: By Peter New that Neighbourhood watch literature and materials at a discounted offer are available as from now for a very short window of time and invited Kennington Community Council to grant £100.00 towards the cost of the purchase of additional materials.

A motion was put by forward by Councillor Alan Cooper and seconded by all present to suspend the current grant application process in order that this could be discussed and a decision reached this evening to fall within discounted offer period.

Resolved: Agreed unanimously that a grant be awarded to Peter New for Neighbourhood watch material for £100.00

Action: Clerk to arrange payment as soon as is possible.

Signed:

Page 6 of 7

Dated: 16.11.22

KENNINGTON COMMUNITY COUNCIL COUNCIL MEETING MINUTES

Agenda published 07 October 2022



Cllr Khan left the meeting at 21:40

5) PCSO

Noted: PCSO report can be seen and subscribed to receive via <https://www.mycommunityvoicekent.co.uk/>

Cllr Seaton left the meeting at 21:44

Cllr Turner left the meeting at 21:44

6) KALC Ashford

Noted: By all present update from Cllr Morley.

Noted: Planning for Clerks due to be held on the new Planning Portal and run by ABC

Action: Clerk to obtain details of the clerks Planning portal training, date and attend.

7) KALC AGM - to discuss and agree motions to put the KALC AGM

Current proposed motion: Cost of living crisis - Conference requests KALC to approach NALC with a view to local councils being provided with a concise but comprehensive advice note on the powers available to local councils to support action to alleviate poverty among residents within their boundaries. Such guidance may also identify actions which might seem attractive but are considered to be beyond legally accepted limits.

Resolved: Agreed this motion to be submitted for addition to the KALC AGM

Action: Clerk to send in motion before 4th November deadline

Action: Clerk to arrange attendance of Cllr Shafi Khan and Cllr Alan Cooper

203/22 **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.**

Resolved: Agreed due to time restraints this motion to be brought back to next agenda.

Actions: Councillors, Please to review and advise the Clerk so as updates can be made

204/22 **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, Addressing Poverty, Kent County Council Members Tree Scheme, Southern Water Site visit update, Co-opted final date*)

Resolved: Agreed a decision to co-opt and the Kent County Council Members Tree Scheme, be brought back to next agenda.

Action: Clerk to add to November Council agenda

205/22 **Date of next meeting.**

Resolved: Agreed The next meeting date is planned for 9th November 2022 at the earlier time if available of 6.30pm

Action: Clerk to check for earlier booking time slot availability of hall and reschedule to this time if possible.

206/22 **To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972.**

This item was not required.

207/22 **Close of meeting.**

The meeting closed at 21:53

Signed: 