

KENNINGTON COMMUNITY COUNCIL

COUNCIL MEETING MINUTES



Agenda published 05 April 2023

**An Ordinary Meeting of the above Council was held,
on Wednesday, 12th April 2023
at 6.30pm, held in the
St Mary's Community Centre, Rylands Road**

- 46/23 To note those present, to receive and consider for approval, apologies for absence and reasons given.**
Present: Cllr Alan Cooper (Chair), Cllr Charles Ellis, Cllr Paul Bartlett, Cllr John Seaton and Cllr Chris Morley.
Also Present: The Clerk, 5 residents, Cllr Diccon Spain (Bockhanger)
Apologies: Cllr Nathan Iliffe (Work), Cllr Ellie Crook (Personal), Cllr Justin Armitage (Personal), and Peter New Neighbourhood watch.
Resignation noted: Cllr Jane Martin, Little Burton Farm ward.
- 47/23 To declare any Disclosable Pecuniary Interests (DPIs), Other Significant Interests (OSIs) or Voluntary Interests (VIs) relating to items on the agenda.**
None were declared.
- 48/23 To consider and adopt the Minutes of the Ordinary Meeting held on 8 March 2023.**
Resolved: The minutes of the meeting held on 8th March 2023 as circulated were agreed and adopted as a true record by unanimous vote.
Action: Agreed Clerk to publish signed minutes on the website.
- 49/23 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. This item to include reports from**
1) Neighbourhood Watch and the
2) PCSO.
Noted: Reports were noted from Peter New from Neighbourhood watch as circulated and read prior to the meeting.
Noted: A member of the public commented disappointed by the number of current Councillors present at the meeting.
Noted: Members of the public raised concerns raised in sections 5.1 and 5.3 within the draft report 'Public Consultation on the preferred use of the Bockhanger Square site'.
Action: Agreed for the wording within the report on the Public Consultation to be reviewed and brought back to May Council.
Noted: Request from the public that this item also be brought down earlier on the agenda, due to the public attendee needing to leave the meeting at 7.30pm.
Resolved: Agreed by those present, that the public would be able to additionally comment as we reach this item and the Chair would bring this item up the agenda following the essential items.

Signed:

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Finance: Council to

- 1) **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.

Name	Reason	Net	Gross
Staff	Staff costs March	n/a	£2369.73
Giff Gaff	Mobile phone – Clerk	£5.00	£6.00
Giff Gaff	Mobile phone – Allotments Officer/Assistant	£5.00	£6.00
Metro	Bank Fees	n/a	£20.00
Metro	Bank Fees re Bulk payment (March)	n/a	£10.00
Metro	Bank Fees re Bulk payment (April)	n/a	£10.00
Microsoft	MS365 licences	£68.30	£81.96
Epson	Printing	£13.74	£16.49
Itseeze	Website	£45.00	£54.00
BT	Monthly internet hub	£23.08	£28.85
Lok N Store	Storage unit monthly cost	£146.67	£170.00
United Church	Hall Hire – 30 th March	£24.00	£24.00
United Church	Hall Hire – 27 th April Planning	n/a	£30.00
Ashford PCC	St Marys Hall Hire – 12 th April + winter warm usage charge	n/a	£45.00
Freedom Leisure	Hall Hire – Kennington Coffee and Chat 13 th March	n/a	£50.00
Kent County Council	Ulley Road and surrounding area road surveys	n/a	£665.00
KALC	Subscription and Membership	£1695.00	£2034.00
Open Spaces	Subscription	n/a	£45.00
Greenbarnes	Noticeboard	£1011.25	£1213.50
Pirate Canoe	Partial Grant Award	n/a	£2905.27
Roadside Technologies	Speed Spy	£2265.00	£2718.00
Cascade Business Supplies	Printer Paper	£19.99	£23.99
Zurich	Insurance	n/a	£447.76
United Church	May Half Term – Family Food and Fun	n/a	£25.00

- 2) **note draft bank reconciliations as of 31st March 2023**

Noted: By all present Cllr Charles Ellis still has to verify all documents

Action: Clerk to arrange meeting for verification with Cllr Ellis.

- 3) **note income and expenditure as of 31st March 2023.**

Noted: By all present as circulated.

- 4) **note carry over expenditure required as known on 31st March 2023.**

Noted: By all present as circulated with additional £20k to Bybrook Bockhanger Facility reserve.

- 5) **note current position of signatories.**

Noted: Current position still need a further signatory to be added to account for online verification.

Agreed: To be added to May agenda for further nominations and agreement to add further signatories.

- 6) **note virements requirements.**

Agreed: By all present Virement to cover overspend on the Lockable Storage Unit to be taken from Stationery and Consumables.

Action: Clerk to arrange for virement within the accounts system on the Lockable Storage line.

- 7) **note annual insurance position provider and cost as agreed to delegate to Working Party 11th May 2022 Council and noted decision on 8th June 2022 Council.**

Noted: By all present Insurance cover agreed a three-year cover plan, this being year 2 of 3.

Action: Clerk to arrange payment.

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- 8) **consider increase of Playgrounds reserve by additional £5000 for Little Burton Playground, agreeing to combine at the same time current reserve lines held Little Burton Ward Grants awards of £10,000, Kennington Forum £1045.77 and Playground and Benches £5000, giving a new combined total of £21045.77 for a reserve line investment into the Little Burton Playground site.**

Agreed: By all present

Action: Clerk to ensure Little Burton Playground Reserve to hold additional £5k making £21045.77 available once combined with Ward Council awards already held.

- 9) **note External and Auditor Report 21/22 response from PFK Littlejohn our appointed External Auditors for the period ending 31/03/22.**

Noted: By all present.

- 10) **note the Smaller Authorities Audit Appointments Limited (SAAA) have appointed Mazars as the external auditors for 2022/23, taking over from PKF Littlejohn for the new five-year contract.**

Noted: By all present.

- 51/23 **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.**

Noted: By all present.

19.05 Moved meeting to agenda item 64/23.

- 52/23 **Bringing an unused small allotment back into use: Council to consider as recommended by the Environment and Open Spaces Committee this proposal - working with local GPs and voluntary groups to provide a temporary community facility, once agreed at the Allotments Sub Committee.**

Agreed: By all present to pursue.

Action: Clerk to add to next Allotments subcommittee.

- 53/23 **Community Garden: Council to discuss and consider proposals for Community Gardens at various locations (including Dudley Road, Rectory Way, Bockhanger Flats, and Randolph Gardens).**

Noted: Deferred to future agenda as meeting has not yet happened due to ABC current work commitments.

Action: Clerk to arrange meeting as soon as is possible for all parties to attend.

- 54/23 **Annual Meeting of the Council: Council to consider and agree re details of the Annual Meeting of the Council on 17th May 2023 as outlined.**

Agreed: By all present.

- 55/23 **Council's use of Committees: Council to consider analysis of the Council's use of committees and implications for the future and agree on the Committee structure post May elections.**

Agreed: By all present to have a separate Staffing (P&D) committee, Planning, Finance, General Purposes and Polices, Environment and Open Spaces incorporating Facilities and with Working Group for Events and Communications with a representative from each of the 4 committees.

Action: Clerk to add to May agenda.

Action: Councillors to consider which committees they would like to serve next year.

19:50 moved to agenda item 68/23.

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56/23 Gazebo purchase: Council to consider and agree to delegate to the Clerk with a maximum agreed budget to the purchase of an additional smaller gazebo 2x2m or 3x3m as previously purchased, with printing, anchors and carry bag, that can be easily put up by one to two persons at events such as Planting events, Litter Tidies etc.
Agreed: By all present for the 2x2m gazebo be purchased.
Action: Clerk to arrange purchase and payment.

57/23 Kennington Fayre: Council to note current position and agree a Working Group and members for that group to support the Clerk in deciding on what engagement to draw residents to our stand, and to a budget and delegation for this to the Clerk a budget not exceeding £250.00.
Agreed: Councillors to send in ideas to Clerk ahead of next meeting when Working Group, Committee or existing Committee membership will be established.

58/23 Planting Scheme: Council to consider a recommendation from the Environment and Open Spaces Committee

1) to agree that Council should arrange a further scheme of daffodil planting in Autumn 2023.

Agreed: By all present.

Action: Clerk to arrange purchase and payment.

2) to agree that Council will fund this and delegate the Clerk to purchase and to incur expenditure not exceeding £100.

Agreed: By all present.

Action: Clerk to arrange purchase and payment.

3) to agree a Working Group and members for that group to support the Clerk in deciding, attending, and publicising planting days.

Agreed: Working Group Communications and Event or existing Communications Committee membership will be established at May's annual meeting to take on this project.

59/23 Summer in the Square programme at Bockhanger Square 2023: Council to consider and agree to a Working Group and members of this to look at whether to hold a similar programme in 2023.

Agreed: Working Group Communications and Event or existing Communications Committee membership will be established at May's annual meeting to take on this project.

20:03, 1 resident left the meeting.

60/23 Bockhanger Square Litter pick and tidy completion event: Council to agree to setting week commencing 14/08 as recommended by the Environment and Open Spaces Committee for the date to complete what was started last year re the weeding, litter picking and completing the painting of the concrete balls and being conjoined with the Summer in the Square programme at Bockhanger Square 2023 Working Group.

Agreed: Working Group Communications and Event or existing Communications Committee membership will be established at Mays annual meeting to take on this project.

61/23 Phoenix School Grant application: Council to consider and discuss in order to decide whether to agree the application for a grant to the Phoenix School re the provision of a secure location within the school grounds for the bus to protect it from vandalism.

Agreed: By all present on confirmation of the Friends of Phoenix, the grant for £500 the re the provision of a secure location within the school grounds for the bus to protect it from vandalism

Action: Clerk to arrange with Cllr Winston Michael for the school to establish contact with the clerk to finalise application process and award money if applicable.

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- 62/23 WI Grant application: Council to consider and discuss in order to decide whether to agree the application for a grant to the WI towards a replacement floor from new joists to top floor covering.**
Agreed: By all present to award the grant of £4000 which though should be held on reserve to such time, the WI have raised the additional required funding.
Action: Clerk to arrange for a reserve fund to be set up.
Action: Clerk to make payment to WI once evidence received to validate that target to fund the project have been met.
- 63/23 Councillor Vacancies: Council to discuss, consider and agree -**
1) **how to promote/advertise.**
2) **further engage residents.**
3) **deadlines and date/s for any agreed advertising and applications.**
4) **date of which Council agenda to be added subject to applications being received.**
Agreed: By all present to defer to May meeting post elections.
Action: Clerk to add to May annual meeting.
- 64/23 Bybrook-Bockhanger Community Facility Consultation: Council to take note and approve the draft report 'Public Consultation on the preferred use of the Bockhanger Square site', agree that the Clerk should communicate this to ABC officials and determine any other necessary actions.**
- This item was discussed after agenda item 50/23.*
- Agreed:** Council needs to agree on what option the Council supports as way forward and add to Council agenda May for final decision.
- 19.30 Councillor John Seaton left the meeting.
19:30 3 residents left the meeting.
The meeting resumed to agenda item 52/23*
- 65/23 Town Green application to Register Land At Kennington As A New Village Green (VGA684): Council to note an oral update on progress of the application and agree any actions as appropriate.**
Noted: By all
Agreed: No further action at this time, but to next suitable meeting once further progress has been made.
- 19:53 The meeting then returned to agenda item 56/23*
- 66/23 Highway Improvement: Council to note an update on the arrangements for traffic survey in The Street, Ulley Road and adjacent roads as recommended by Kent Highways and the Environment and Open Spaces Committee.**
Noted: By all present oral update and circulated report.
- 67/23 Kennington Coffee and Chat (previously Pop-up Café) – The Spearpoint Pavilion, The Ridge: Council to note an update re the recent meetings held.**
Noted: By all present oral update and circulated report.
- 68/23 Terms of Reference: Council to note drafts to consider for adoption at the May Council**
1) **Personnel and Development**
2) **Environment and Open Spaces.**
Noted: By all present.
Agreed: By all new terms of reference be drawn up in line with revised Committee Structure and brought to Council for new committee structure
Action: Clerk to ensure new Terms of Reference circulated with May's agenda.

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19:53 Meeting moved to agenda item 65/23.

- 69/23 Allotment Policy incorporating Allotments Tenancy Terms and Conditions: Council to note draft recommended by the Environment and Open Spaces Committee and consider for adoption at the May Council.**
Noted: By all present.
Action: Clerk to add to next Allotments subcommittee meeting.
- 70/23 Kennington as a dementia friendly community: Council to agree to establish a Task and Finish Working to consider what would be involved in establishing Kennington as a dementia friendly community, drawing on the NALC guidance on the subject, membership to consist of three councillors and two non-councillors; and authorise the Clerk to publicise the project in order to recruit non-councillor participants.**
Agreed: By all present
Action: Clerk to establish and make contact with the ABC dementia representative
Agreed: Working Group Communications and Event or existing Communications Committee membership will be established at May's annual meeting to take on this project.
- 71/23 Monthly Reports: Council to consider/note information received relevant to the Council and agree any action/s necessary.**
1) Correspondence received and details of upcoming local events.
Received: Request for Food boxes to be taken away
Action: Clerk to see what current situation is re these, to see if these can now be removed.
2) Clerk update on current ongoing.
Noted: Kennington Coffee and Chat 15th May
Action: Councillors, Ward Councillors to attend if available
3) Ward Councillor Reports.
Cllr Bartletts report – taken as read as circulated.
Cllr Spain oral update received re increased anti-social behaviour, working with ABC CSU, Police and owners at the cinema complex.
4) KALC Ashford.
Noted: KALC Ashford will be nominating two representatives from the committee for the Standards Committee, to note if considering position as Kennington representative if would like to also nominate for this.
- 72/23 Items for inclusion on the forthcoming agenda/s. (Items currently include, 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).**
- 73/23 Date of next meeting. Council to note**
1) Annual Council 17th May 2023.
2) Annual Assembly 24th May 2023.
3) Planning Committee 27th April 2023.
Noted: By all present
- 74/23 To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972.**
Resolved: Agreed by all present to exclude the public, the public were then excluded 20:49.
- 75/23 War Memorial Restoration: Council to**
1) As market testing has not identified more than one quote, to approve the waiver of Financial Regulations 11.1 c, to enable a price to be negotiated without competition, and to award to as outlined in circulated paper.
Agreed: By all present to approve the waiver and award to as outlined with appreciation to efforts made for further quotes.
Action: Agreed for Clerk to award the works as outlined in circulated paper.

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2) Council is requested to approve expenditure not exceeding £3,000 for this purpose.
Agreed: By all present to approve to approve expenditure not exceeding £3,000 for this sole purpose.

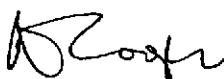
3) **to note that** a further application to War Memorials Trust will be made for up to 50% of remaining costs, to include the costs of the Professional Advisor and the costs of the restoration work once these have been agreed through the tender process.

Noted: By all present ongoing works and further application to be submitted in due course.

Action: Agreed for the Clerk and Environment and Open Spaces Committee to update Council as appropriate.

76/23 **Close of meeting.** The meeting closed at 20:59.

Signed:



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