



**An Ordinary Meeting of the above Council was held  
on Wednesday 10<sup>th</sup> April starting at 6.30pm,  
in the St Marys Community Centre.**

**57/24 To note those, present and record apologies and those not present.**

**Present:** Cllr Charles Ellis (Vice-Chair), Cllr Nathan Iliffe, Cllr Paul Bartlett, Cllr Jac Wood, Cllr Trish Cornish, Cllr Greg Faulkner, Cllr Katy Pauley, Cllr Brian Varney, Cllr Chris Morley

**Apologies: Personal** - Cllr Alan Cooper (Chair) and Cllr Payal Khandaker, Cllr Chacko Jacob, Cllr Shafi Khan and Cllr Matt Bridger

**Also Present:** The Clerk and Peter New, Neighbourhood Watch and Andy Pearson, Redrow.

**Not Present:** Cllr Ellie Crook

**58/24 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.**

**Voluntary interests:** for Councillor Chris Morley and Cllr Nathan Iliffe noted re agenda item 65/24 Kennington Summer Fayre Grant.

**59/24 To consider and adopt the Minutes of the Ordinary Meeting held on 13<sup>th</sup> March 2024.**

**Resolved: Agreed** the minutes of the ordinary meeting held on 13<sup>th</sup> March 2024 were accepted as a true record.

**Action: Agreed** Clerk to publish signed minutes on the website.

**60/24 Public Open Session** - this item included reports and presentations from

**1) Peter New, Neighbourhood Watch**

**Resolved:** to write to Kent County Council to ask for an update on road, Street lighting and pathway provisions and regulations with both more traffic and larger vehicles now on our roads.

**Action: Agreed** to write to Kent County Council as per above and report back to next suitable meeting of the Council.

**2) Redrow for the Crown Hill View development (Andy Pearson, Area Construction manager) - build progression update**

**Noted:** By all present

- Works on main carriageway near completion, one man hole issue to resolve
- Footway currently in the hands of UK Power Networks
- Works to be done on WHH roundabout and Simon Weil currently going through Kent Highways for a decision on a start date
- Sales Office now open – first show home opens on 20<sup>th</sup> April
- Four plots to the right hand side to be completed by end of June, 1 sale to date
- Archaeological work continue over rest of the site
- Pump Station and Sub Station to go in towards the bottom of the site
- Water now on site and Electric for first 40 units, before substation goes live
- The concrete wall will have brickettes added to this, so will look as a wall.

**61/24 Finance: Payments –**

**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. All additional payments were also **agreed** and **sanctioned** for the Clerk to make payment.

**Action: Agreed** Clerk to make payments as soon as possible.



Name	Reason	Net	Gross
Staff	Salaries and associated costs	£n/a	£3860.83
Giff Gaff	Mobile phones (P/card)	£5.00	£12.00
Metro	Bank Fees	£n/a	£30.00
Microsoft	MS365 licences (P/card)	£99.00	£118.80
Epson	Printing (P/card)	£13.74	£16.49
Itseeze	Website	£45.00	£54.00
BT	Monthly internet (P/card)	£27.50	£33.00
Lok N Store	Storage unit	£146.67	£170.00
Ashford Churches	Room hire - 10 <sup>th</sup> April	£n/a	£44.00
United Reformed Church	Room hire - 28 <sup>th</sup> March	£n/a	£30.00
Wealden Leisure	Room hire - April Kennington Coffee & Chat	£n/a	£50.00
Email blaster	Email fees (P/card)	£n/a	£15.59
Ashford Borough Council	Sails, Compliment Slips and Business Cards	£134.72	£161.66
Purple Guide	Events Guide	£n/a	£30.00

## 2) Bank Reconciliation - Council to note

### 2.1) verified bank reconciliation as at 29<sup>th</sup> February

**Noted:** By all present bank reconciliation verified until 29<sup>th</sup> February by Cllr Jac Wood

### 2.2) verified or draft bank reconciliation as at 31<sup>st</sup> March

**Noted:** By all present bank draft reconciliation to be circulated for next Council

**Resolved: Agreed, Cllr Nathan Iliffe** to take over from Cllr Jac Wood re verification of reconciliations for the first 6 months and then Cllr Katy Pauley for the second six months.

### 3) Receipts and Payments - Council to note receipts in and payments out as at 31<sup>st</sup> March

**Noted:** By all present draft reconciliation to be circulated for next Council

### 4) Bank Accounts - Council to note update on all accounts open and balances

**Noted:** By all present awaiting statement for two accounts including the new account.

### 5) Signatories - Council to note current position of signatories and Councillors with online access

**Noted:** By all present

### 6) Virements - Council to note and agree any virements

**Resolved: Agreed** by all present to create a new heading re Kennington Coffee and Chat to show both the donations and cost of hall hire clearly.

**Action: Agreed** Clerk to action new heading with monies transferred from room hire costs.

### 7) Direct Debits – Council to agree to Castle Water direct debit mandate to be set up.

**Resolved: Agreed** by all present

**Action: Agreed** Clerk to action & bring direct debit to next suitable meeting of bank signatories to sign.

### 8) Council Insurance - Council to note annual insurance position provider and cost as agreed and delegated to Working Party 11th May 2022 Council and noted decision on 8th June 2022 Council for period from May 2022- ending May 25).

**Noted:** By all present

### 9) Internal Auditor - Council to note Internal Audit to be carried out by Lionel Robbins for 2023/24.

**Noted:** By all present

### 10) External Auditor - Council to note the Smaller Authorities Audit Appointments Limited (SAAA) Mazars as the external auditors for 2023/24

**Noted:** By all present

## 62/24 Committee Membership: Council to consider Planning committee current committee members and appoint for vacancies (2 spaces).

**Resolved: Agreed** Councillors to be sent a list to populate ahead of Annual meeting for interest on committee membership to save time and for those that cannot be present.

**Action: Agreed** Clerk to circulate a list to be populated ahead of next Council meeting.

## 63/24 Planning applications: Council to consider and agree to any comments or actions, on any applications received that need a response before the next Planning committee meeting is held.

22/00131/AS, Mineral Depot, Conningbrook, Willesborough Road, Kennington, Ashford, Kent, TN24 9QP – Outline application for residential development of up to 170no. dwellings including details of access

**Resolved: Agreed** for the substantive comments as recommended from Planning to be sent to ABC.



**Action: Agreed** Clerk to send the substantive comments on planning application 22/00131.

**PA/2024/0548, Land 100m North to Northwest of 94 Rylands Road - Lawful Development Certificate - Proposed Multi Use Games Area.**

**Resolved: Agreed** No objection and Council Lawful development application

**Action: Agreed** Clerk to make representation comment as no objection.

**PA/2024/0596, 19 Hillcrest - Variation of condition 6 (maximum number of cats) of planning permission PA/2023/2356 to increase the number from 12 to 2**

**Noted: By all present** request only to increase numbers taking into consideration cats will be housed per household up to 2 per cage not 24 cages for 24 cats.

**Action: Agreed** Clerk to make representation comment as no objection.

**PA/2024/03624, 14 The Street - Listed Building Consent for removal of concrete floor and replacement with suspended timber floor; replacement plasterboard on walls and ceiling; replacement partition walls; removal of cement render; insertion of insulation to ceiling and walls; timber repairs throughout, including replacement joists. (Part retrospective)**

**Resolved: Agreed** to apply for an extension to comment and delegate to the Planning committee.

**Action: Agreed** to request an extension to consider at next Planning committee meeting.

**PA/2024/0532 16 Bybrook - Proposed first-floor extension over existing single-storey projection. Proposed single storey extension. Proposed two storey/single-storey side extension, following the demolition of garage/store.**

**Resolved: Agreed** to apply for an extension to comment and delegate to the Planning committee.

**Action: Agreed** Clerk to request an extension to consider at next Planning committee meeting.

**64/24 Consultation on Statement of Licensing Policy 2024-2029: Council to discuss in order to consider to submit comments (a late deadline for submission has been granted by Ashford Borough Council).**

**Resolved: Agreed to send a formal response on behalf of the Community Council**

**Action: Agreed** Clerk to send comments in as agreed, to include:

1. Are there any steps to validate that the requirements detailed are adhered to during the duration of a licence.
2. Do any of our local licenced premises display "Ask Angela" posters or make phone chargers available?
3. Should the Licensing Authority make reasonable endeavours to make such checks (in a similar way to food hygiene inspections now routinely carried out).
4. If Ashford Borough Council's CCTV should cease to be physically manned 24/7, reporting 'drunk and incapable' will become difficult, what will happen if this happens
5. How do licensed premises report cases to the Police via 999, 101 or on-line?
6. Some understanding from the Police as to what action they would take would be appreciated
7. Are parish Councils notified of any new licence applications
8. The statement in 2.2 that Ashford includes 39 parish councils needs to be changed to 41 parish councils.

**65/24 Kennington Summer Fayre Grant: Council to consider whether to agree application for £575 towards cost of various items of equipment to improve safety for stewards and fayre-goers and expand publicity.**

**Resolved: Agreed** by those present and not declared a voluntary interest for the application for £575 to be awarded to the Kennington Summer Fayre.

**Action: Agreed** Clerk to liaise with the Secretary of the Kennington Fayre to send funds as and when appropriate.

**66/24 Environment and Places Committee: Council to receive updates, discuss and consider to agree recommendations from this committee on**

1) **Bybrook Bockhanger Facility**

**Resolved: Agreed** Clerk and Cllr Morley to look at construction list and ask for formal representation and bring the short list to this Council

**Action: Agreed** Clerk to liaise with the construction companies in order to set meetings.



### 2) Highway Improvement Plan

**Resolved: Agreed** for Rothbrook Drive to be delegated to Environment and Places and added to the Highway Improvement Plan.

**Action: Agreed** Environment and Places committee to look at Rothbrook Drive in order to add to the next HIP plan.

### 3) 20mph speed Consultation

**Resolved: Agreed** by all present that a shorter deadline for response should be given

**Action: Agreed** Cllr Morley to amend deadline to early July but post Kennington Summer Fayre for additional engagement to be possible there.

**67/24 Action log: Council to review of action log, to discuss developments for items to then be considered for motion for next or future meeting or to note and be recorded as complete**

**Noted:** by all present.

**68/24 Reports: Council to consider/note information received relevant to the Council and agree to any action/s then necessary.**

#### 1) Correspondences received and sent

**Noted:** by all present

#### 2) Clerk update on ongoing projects

**Noted:** by all present

#### 3) Ward Councillor Reports

**Noted:** by all present as circulated.

#### 4) KALC Ashford

**Noted:** by all present

#### 5) Councillors Training / Training attended

**Resolved: Agreed** to ask whether there can be more F2F especially Dynamic Councillor courses arranged.

**Action: Agreed** Clerk to write to KALC

#### 6) Health and Wellbeing

**Resolved: Agreed** for this to be a standing item

**69/24 Items for inclusion on the next agenda.**

This Item was not required.

**70/24 Date of next meeting.**

**Noted:** By all present the next meeting will be our Annual meeting 6.30pm on 8<sup>th</sup> May  
Annual Assembly is 6pm on May 22<sup>nd</sup>

**71/24 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.

**72/24 Close of Meeting.**

The meeting closed at 20:10