

**KENARDINGTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting Held on Tuesday 7<sup>th</sup> September 2021 at**  
**7.30pm**  
**held in the Village Hall**

**Present:**

**Parish Cllrs:** Cllrs S McIntyre, K Ashby, B Zajackowski, Coombes

**Borough Cllrs:** 0

**Members of Public:** 0

**PCSO:** 0

**Clerk:** A Beach

Minute No		ACTION
604	<b>Apologies &amp; Reasons for Absence</b> Cllrs Hedley and Burgess and PCSO Richards	
605	<b>Declaration of Councillor' Interests</b> <ul style="list-style-type: none"> <li>a. To approve or reject any application put to the meeting by the Chairman in respect of Members seeking a dispensation under the Localism Act 2011, section 33.</li> <li>b. Request that Councillors' or any other persons' present declare if they intend to record any of the proceedings using any video or audio recording device or camera</li> </ul>	
606	<b>To Approve or Reject any Application</b> <ul style="list-style-type: none"> <li>i. To approve or reject any application put to the meeting by the Chairman in respect of Members' seeking a dispensation under the Localism Act 2011, s.33.</li> <li>ii. Request that Councillors' or any other persons' present declare if they intend to record any of the proceedings using any video or audio recording device or camera.</li> </ul> None Declared	
607	<b>Approve the Minutes of the Meeting held on 10<sup>th</sup> August 2021</b> The minutes were approved by Councillors' and were signed by Cllr McIntyre	
608	<b>Public Session</b> At this point the Meeting will be adjourned. This session is for the public to express a view or ask a question on relevant matters on the agenda. No items raised.	

609	<b>Borough Councillors Report</b> None received	
610	<b>Finance</b> <ol style="list-style-type: none"> <li>a. Balance &amp; Financial Position  Following the transaction listed below the working balance is £11,128.53, please note there was a discrepancy of £0.01 from transaction report and latest bank statement, this has been corrected.</li> <li>b. Payments &amp; Receipts  S McIntyre - Picnic to Music expenses £180.99  Wittersham PC - Village Caretaker £500.00  A Beach - July-September Salary £325.44</li> <li>c. The RFO updated Councillors on the budget spent for 2021/22 with an initial suggested budget for 2022/23 and confirmed the final decision will have to made at the November meeting.</li> </ol>	
611	<b>Matters Arising from Previous Meeting</b> <ul style="list-style-type: none"> <li>• Banking  Cllr Hedley placed a complaint with NatWest regarding the service they have provided in setting up online banking and adjusting the mandate. Two acknowledgements of the complaint, both dated 18<sup>th</sup> August, were received on 5<sup>th</sup> September.  It has been suggested that Cllrs McIntyre, Hedley and Zajaczkowski are added to the mandate and Mrs Hilary Potter removed, the Clerk/RFO is added to allow her to discuss any future alterations with the bank directly once they have been approved by Councillor's. Proposed by Cllr McIntyre, seconded by Cllr Ashby and approved.  Cllr McIntyre suggested that we should consider changing banks and following a discussion recently with the Chairman of Wittersham PC they had Unity Trust Bank plc recommended to them, the Clerk sets up the payments on-line and is given a reference number, the invoices are scanned and emailed to the two councillors, they go on-line to approve and authorise, another reference number is generated.</li> <li>• Community Emergency Plan  The Clerk asked if Councillors accepted the draft emergency plan sent in August, this was accepted.</li> </ul>	<b>BH</b>

612	<p><b>Highways &amp; Litter Collection</b></p> <p>Highways</p> <ul style="list-style-type: none"> <li>• Nothing to report</li> </ul> <p>Litter</p> <ul style="list-style-type: none"> <li>• Speak to PCSO re fly-tipping signage</li> </ul>	<b>Clerk</b>
613	<p><b>Flagpole Update</b></p> <p>Flagmasters have confirmed that there will be an extra cost for the full survey and Clerk is waiting for the quotation.</p>	<b>Clerk</b>
614	<p><b>Planning</b></p> <p>21/01549/AS - Higham Barn, Snargate Road, Kenardington Erection of double garage and alteration to existing gated entrance. KPC Comments - Approved</p> <p><b>For reference:</b> 21/00969/AS The Old Post House, conversion of double garage into an annexe. Following questions from KPC the Planning Officer confirmed after the last meeting that the annexe will be conditioned to be ancillary to the main dwelling house and therefore should not be used for rental or holiday let use nor to be used as a separate dwelling house.</p>	
615	<p><b>Village Website and Facebook</b></p> <p>Cllr Hedley has confirmed that she is going to try Squarespace but will not be able to start until the end of September due to personal commitments. The current website will only be online and updateable until the end of September. Nothing to report on Facebook</p>	<b>BH</b>
616	<p><b>Village Hall</b></p> <p>Nothing to report.</p>	<b>Hall Committee</b>

617	<p><b>Broadband</b>  Cllr McIntyre has spoken to PlusNet, Talk Talk and BT regarding the installation of broadband into the Village Hall as part of the updating and redecoration to improve the service for future users of the Village Hall.  Cllr Ashby suggested IDNet, an independent business providing a full service.  To ensure a full 24/7 support service is provided Cllr McIntyre suggested that a business line should be installed.  The installation and monthly charges will be the responsibility of the Village Hall rather than the Parish Council.</p>	S Mc
618	<p><b>Correspondence</b>  Ashford BC</p> <ul style="list-style-type: none"> <li>• Leaders briefing notes, previously emailed</li> <li>• Invitation to Local Council Forum at 2pm on 13<sup>th</sup> September, via Zoom, previously emailed via Zoom. Clerk will try and attend on behalf of KPC</li> </ul> <p>KALC</p> <ul style="list-style-type: none"> <li>• CEO Bulletin, previously emailed</li> <li>• NALC CEO Bulletin, previously emailed</li> <li>• Covid-19 Recovery/Reopening Funding, previously emailed</li> <li>• KCC Public Health are running advice and training for not-for-profit organisations suitable for Parish Councils. The free training will be held on 8<sup>th</sup>, 14<sup>th</sup> and 18<sup>th</sup> September, for further information or to book please visit <a href="https://sektraining.org.uk/training-courses/kcc-covid-19-safe-training">https://sektraining.org.uk/training-courses/kcc-covid-19-safe-training</a>, previously emailed.</li> <li>• KALC News August 2021, previously emailed</li> <li>• Data Protection training for Councillors via Zoom on 9<sup>th</sup> September, previously emailed.</li> </ul> <p>KCC</p> <ul style="list-style-type: none"> <li>• Consultation on KCC Household Waste Recycling Booking Scheme, previously emailed.</li> </ul> <p>Kent Police</p> <ul style="list-style-type: none"> <li>• Summer edition of the Rural Task Force, rural matters report, previously emailed</li> <li>• Local PCSO report, previously emailed.</li> </ul>	
602	<p><b>Future Agenda Items/Items for Information</b>  Cllr Ashby has decided to remain with the Parish Council at the present time.  To assist with future projects, including the Platinum Jubilee celebrations it was suggested that members of the community are invited to join dedicated working parties. Approved by all.</p>	

603	<b>Dates of Future Meetings</b> <b>2021 - 5<sup>th</sup> October, 2<sup>nd</sup> November, 7<sup>th</sup> December</b> <b>2022 - 4<sup>th</sup> January, 1<sup>st</sup> February, 1<sup>st</sup> March</b> <b>Meetings start at 7.00pm</b>	
-----	---	--

The Chairman thanked everyone for joining the meeting and closed it at 9pm

**Kenardington Parish Council**

**Monthly Transaction Statement - September 2021**

Date	Description	Detail			Business Res Act	Business Curr Acct	Total	
03-Aug-21	Balance b/f	Business Reserve Account			£0.00		£0.00	
	Balance b/f	Business Current Account				£12,134.95	£12,134.95	
		<b>Total Balance at 3rd August 2021 c/f</b>			<b>£0.00</b>	<b>£12,134.95</b>	<b>£12,134.95</b>	
Date	Cheque No	Payee	Detail	Rcpts	Pymts	Business Res Act	Business Curr Acct	Total
07-Sep-21	n/a		Correction to balance to statement	£0.01		£0.00	£12,134.96	£12,134.96
	380	S McIntyre	Picnic to Music Expenses		£180.99	£0.00	£11,953.97	£11,953.97
	381	Wittersham PC	Village Caretaker donation 2020/21		£500.00	£0.00	£11,453.97	£11,453.97
	382	A Beach	Jul-Sept Salary		£325.44	£0.00	£11,128.53	£11,128.53
						£0.00	£11,953.97	£11,953.97
					<b>£1,006.43</b>	<b>£0.00</b>	<b>£11,128.53</b>	<b>£11,128.53</b>
				<b>£0.01</b>		<b>£0.00</b>	<b>£11,128.53</b>	<b>£11,128.53</b>

DRAFT

Business Reserve Account  
 Business Current Account

£0.00  
 £11,128.53

Total Balance c/f 7th  
Sept 2021

£11,12  
8.53

NOTE: Bank Statement dated 25th August shows a balance of £12,134.96 therefore correction of £0.01 made to transaction report

## APPENDIX 0921-1

DRAFT