



Kings Hill Parish Council



Enhancing the lives of the Kings Hill Community

Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, Kent ME19 4LG
Tel: 01732 870382, Email: clerk@kingshillparish.gov.uk, web: www.kingshillparish.gov.uk

SUMMONS

TO: All members of the Parish Council

In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting of Kings Hill Parish Council on Thursday 02 February 2023 at 7.30 p.m. The meeting will be held in the Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, ME19 4LG

Karen Bell

Clerk to the Council

26 January 2023

PUBLIC PARTICIPATION

If required, the meeting will be preceded by a public participation period of up to 15 minutes. Members of the public are also entitled to speak, during the meeting on agenda items only and with express permission from the Chairman. Those wishing to attend and / or speak on the agenda during Public Participation must register in advance with the clerk at clerk@kingshillparish.gov.uk

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

RECORDING (AUDIO AND / OR VIDEO OF COUNCIL MEETINGS AND THE USE OF SOCIAL MEDIA)

Members of the public attending this meeting are advised that it may be filmed and recorded. Members of the public are allowed to record the Parish Councillors and Officers from the front of the public seating area only providing it does not disrupt the meeting. Any items in the exempt part of the agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until the member of the public has finished speaking. The use of social media is permitted.

MOBILE PHONES

Members of the public are reminded that the use of mobile phones (other than silent) is prohibited at Parish Council and Committee meetings.

AGENDA

29/2023 **Apologies for Absence:** To receive and approve any apologies.

30/2023 **Declarations of Interests and / or lobbying and intention to record**

- Reminder to Members to disclose either a Pecuniary Interest or Other Interest in any item on the agenda. The clerk cannot advise members on this, and members are personally responsible for declaring an interest.
- Councillors are also responsible for ensuring that their Registers of Interests are up to date (within 28 days of any changes).
- Members are requested to disclose any lobbying they may have received for items on the agenda

- Reminder to disclose an intention to record, please note that recordings are not allowed during the consideration of confidential items of business

31/2023 **Reports from County Councillor, Borough Councillor, Community Warden and Police Representatives if present**

32/2023 **Full Council Minutes**

- 32/2023.1 To approve the minutes from the meetings held on 19 January 2023 (Attached)
- 32/2023.2 To receive an update on any matters arising not included elsewhere on the agenda

33/2023 **Finance and Governance**

- 33/2023.1 Bank Statement as at 31.01.2023 (To follow)
- 33/2023.2 Bank Reconciliation as at 31.01.2023 (To follow)
- 33/2023.3 Financial Transactions for approval
- 33/2023.3.1 20.01.23 – 26.01.23 (Attached)
- 33/2023.3.2 Late payments for approval (To follow)
- 33/2023.3.3 Receipts for Noting (Attached)
- 33/2023.4 Community Transport Scheme: To receive information. (To follow)
- 33/2023.5 Policies for Review
- 33/2023.5.1 Reserves Policy (Attached)
- 33/2023.5.2 Internal Controls (Attached)
- 33/2023.5.3 Procurement Policy (Attached)
- 33/2023.5.4 Risk Management Policy (Attached)
- 33/2023.6 New Chairs for the Community Centre: To receive information and for consideration.

34/2023 **Sports Park**

- 34/2023.1 To receive report from recent meetings
- 34/2023.2 Legionella Works: To receive any new information.
- 34/2023.3 Review of KHPC expenditure (Attached)
- 34/2023.4 Disposal of old equipment: To receive information.

35/2023 **Assets of Community Value:** To consider the submission to TMBC of additional applications including Clearheart Lane

36/2023 **Events and Communications Update**

- 36/2023.1** To receive report from Working Group
- 36/2023.2** Coronation Events: To receive information and to consider

37/2023 **Members who attended any meeting on behalf of KHPC will be invited to report**

38/2023 **KALC Community Engagement Award:** To receive information and to consider (Deferred from meeting held on 19.01.23)

39/2023 **Matters for the next Agenda**

40/2023 **Consideration in Private:** Exclusion of press and public: There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be

transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the data Protection Act and to consider complaints against the council or a code of conduct complaint. To receive and consider information in respect of the following:

40/2023.1 Staffing Matters

40/2023.2 Legal Matters

40/2023.3 2021/2022 External Audit: To receive information and to consider councils response (To be Tabled)

41/2023 Date and time of Next Meeting: To confirm as Thursday 23 February 2023

If you would like further information on any of the agenda items, please contact Karen Bell Clerk to the Council by telephoning 01732 870382 or email clerk@kingshillparish.gov.uk

Parish Councillors

Cllr. Sarah Barker

Cllr. Shakira Falzon-Thomas (Deputy Chairman)

Cllr. Mike Hartman

Cllr. Felix Mclymont

Cllr. David Rush

Cllr. David Waller

Cllr. Margaret Coleman

Cllr. Siobhan Kirk

Cllr. David Hurring

Cllr. Tony Petty (Chairman)

Cllr. Neil Sherlaw

Cllr. Angela Vincent