



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 20 April 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
13 April 2023

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.

Public Participation: A period of time has been set aside during which the Parish Council invites Questions from Parishioners present (15 minutes is allowed for this part of the meeting, the minute book is closed for this part of the meeting)

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

69/2023 **Apologies for Absence:** To receive and approve any apologies.

70/2023 **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

- 71/2023** **Reports from County Councillor, Borough Councillors, Community Warden and Police Representatives if present**
- 72/2023** **Minutes**
- 72/2023.1 To approve the minutes from the meeting held on 23 March 2023 (Attached)
- 72/2023.2 To receive an update on any matters arising not included elsewhere on the agenda
- 72/2023.3 To receive the minutes from the Annual Meeting of the Parish held on 23 March 2023 (Attached)
- 72/2023.4 To receive the minutes of the meeting of the PTECC Committee held on 06 April 2023 (Attached)
- 73/2023** **Finance and Governance**
- 73/2023.1 2022 / 2023 Accounts & AGAR
- 73/2023.1.1 Accounts for Approval (Attached)
- 73/2023.1.2 Supporting Notes to the Accounts (To follow)
- 73/2023.1.3 Annual Internal Audit Report (To follow)
- 73/2023.1.3 Section 1 – Annual Governance Statement: To consider and approve (Attached)
- 73/2023.1.4 Section 2 – Accounting Statements: To consider and approve (Attached)
- 73/2023.1.5 Review of Reserves: To consider (To follow)
- 73/2023.2 Bank Reconciliations and Statements at 31 March 2023 (Attached)
- 73/2023.3 Financial Transactions for approval
- 73/2023.3.1 Payments for Approval (Attached)
- 73/2023.3.2 Receipts for Noting (Attached)
- 73/2023.4 Coronation Street Parties: To consider funding requests from community groups and residents (Attached)
- 73/2023.5 2023 / 2024 KALC Subscription Renewal: To consider (Previously circulated)
- 74/2023** **Sports Park**
- 74/2023.1 To receive a report of recent meetings.
- 74/2023.2 To consider remedial works / capital renewals request for the Following (Information previously circulated)
- 74/2023.2.1 New dishwasher
- 74/2023.2.2 Repairs to rear Roller Shutter
- 74/2023.2.3 Legionella Works
- 74/2023.2.4 Repairs to leaking pressure release valve
- 74/2023.2.5 TMV Servicing
- 74/2023.2.6 Replacing Expansion Vessel No 3 in Plant Room
- 74/2023.2.7 Car Park & Access Road Lighting Improvements
- 74/2023.3 Licence to Alter – Floodlights: To receive information.
- 75/2023** **Events and Communications**
- 75/2023.1 To receive report from Working Group
- 75/2023.2 Coronation Events: To receive information.
- 76/2023** **Elections 2023:** To receive information (Previously circulated)
- 77/2023** **Members who attended any meeting on behalf of KHPC will be invited to report.**
- 78/2023** **Matters for the next Agenda**

- 79/2023** **Public Participation**
79/2023.1 **Correspondence from Residents:** To receive and consider correspondence from residents
79/2023.2 **Questions from Residents:** A period of up to 15 minutes for members of the public to address the council.

- 80/2023** **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:
80/2023.1 Staffing Matters
80/2023.2 Lone Worker Policy: To consider amendments to cover callers to the Community Centre
80/2023.3 Legal Matters

- 81/2023** **Date and time of Next Meeting:** To confirm.

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

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|---|-----------------------------|
| Cllr. Sarah Barker | Cllr. Margaret Coleman |
| Cllr. Shakira Falzon-Thomas (Deputy Chairman) | Cllr. Siobhan Kirk |
| Cllr. Mike Hartman | Cllr. David Hurring |
| Cllr. Felix Mclymont | Cllr. Tony Petty (Chairman) |
| Cllr. David Rush | Cllr. Neil Sherlaw |
| Cllr. David Waller | Cllr. Angela Vincent |