

Kings Hill Parish Council

Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, Kent ME19 4LG

Tel: 01732 870382

<https://www.kingshillparish.gov.uk>

FULL COUNCIL 30th March 2022

MINUTES

Present: Chairman Cllr T Petty, Cllr C Henley, Cllr D Hurring,
Cllr M Colman, Cllr D Rush, Cllr A Vincent,
Cllr D Waller arrived at 19:35

Officers: None

Public Session: None

1. Apologies for Absence

Cllr S Barker, Cllr Falzon-Thomas, Cllr A Kilvington, Cllr S Kirk

2. To receive Declarations of Interest

None given

3. TO APPROVE THE MINUTES OF 2nd March 2022

APPROVED: With amendments

4. PLANNING

To comment on the planning applications - Comment date 10th April 2022

[Construction of new church building including external works to form car park and paved areas](#)

Tennis Courts West Of Games Area Gibson Drive Kings Hill West Malling Kent
Ref. No: 22/00408/FL | Validated: Wed 23 Feb 2022 | Status: Awaiting decision

NO OBJECTION

[Single storey rear extension](#)

1 Wells Close Kings Hill West Malling Kent ME19 4RY

Ref. No: 22/00403/FL | Validated: Tue 22 Feb 2022 | Status: Awaiting decision

NO OBJECTION

[Single storey rear extension](#)

74 Pippin Way Kings Hill West Malling Kent ME19 4FQ

Ref. No: 22/00399/FL | Validated: Tue 22 Feb 2022 | Status: Awaiting decision

NO OBJECTION

[Lawful Development Certificate Proposed: extend the existing single drive dropped kerb to new double width driveway](#)

9 Mitchell Road West Malling Kent ME19 4RF

Ref. No: 22/00324/LDP | Validated: Mon 21 Feb 2022 | Status: Awaiting decision

NO OBJECTION

5. RESPONSE TO TMBC

Agree a response to the Yellow Line consultation

Cllr Henley reported that there should have been a meeting before Christmas 2021 but it was postponed. It was suggested that KHPC call a meeting with TMBC to discuss what process they are planning to use to determine where the yellow lines are going to be placed.

AGREED – KHPC call a meeting with TMBC

6. MANAGEMENT FEE INCREASE/PUBLIC MEETING

To discuss whether a public meeting is needed to discuss matters

There was a lot of discussion regarding the increase in Management fee to be paid by the residents of Kings Hill to Liberty. The Chairman explained that Liberty had been dissolved and the employees had set up another company to manage the development. Cllr Vincent reminded the meeting that the residents had asked for a public meeting to discuss the increase. It was decided that an invite be sent to the management company to attend a meeting with KHPC and residents.

APPROVED - Cllr Henley to send an invite to relevant parties

7. FINANCE REPORT

To receive a report from the Finance Officer and the Chairman on the Parish Council finances.

The Clerk reported that he had been informing the new finance officer from the management company on procedures. The Clerk is also revising the Finance Regulations, so they fall in line with Scheme of Delegation and Standing Orders. The finance reports will be presented once per month going forward, but a councillor can request information at any time through the Clerk or the Chairman.

Cllr Petty ran through the P&L dated 30th March 2022, he also asked if the invoice received from TM Active for upgrading the lighting on the Tennis Courts from standard lights to LED lights could be paid from the 2021-22 income as there was surplus to cover the cost. This request would be discussed again in item 12.

Cllr Waller asked where the report was that showed spend against budget, the Clerk explained that this will be made available in the Annual Report. He added from next month the report will be presented each month as it is a new financial year. It was also suggested that a meeting should be arranged with TM Active to discuss their forthcoming plans and an up to date report on their finances.

NOTED

8. QUEENS JUBILEE CELEBRATIONS

Updates from all

Cllr Vincent reported that the recent meeting with interested parties/community groups had been successful. She asked how KHPC is going to decide how funding would be allocated.

The Clerk said that he had already received two applications but suggested that the council provide a central pot of resources e.g. Small marquees, Popups, bunting etc that could be loaned out for functions. He added that tables and chairs could also be made available. Also, the council could help with promotion and advertising for events. It was suggested that a monetary ceiling be put on each application, with application end date of 30th April and decisions made in the first week of May.

AGREED

9. NEW EVENT

Cllr Henley to provide verbal report.

Cllr Henley proposed that the council stage a Fun Day on the 3rd July 2022 at the Community Centre. This would be an all-inclusive event catering for all ages, providing free food, hot and cold drinks for residents, there would also a paid bar available. He asked that £2,500 be made available to fund the Fun Day but would

ask local shops for sponsorship. He would be asking for volunteers to help with the day.

AGREED - with one no vote

10. HOUSING STRATEGY CONSULTATION 2022-2027

To consider the document, TMBC consultation to close 13th April 2022

NOTED

11. PARISH MEETING DATE

Suggested date 27th April 2022 along with an Annual Report

AGREED

12. SPORTS PARK 3G LIGHTING REPLACEMENT

To receive a verbal report from Cllr Henley regarding replacing the Tennis Court Lighting

Cllr Henley reported that the Tennis Courts lights be replaced with LED from standard flood lights. This will provide better lighting and also reduce energy bills going forward. He asked again for approval to pay the replacement lighting invoice now rather than delaying until April.

AGREED – Invoice to be paid in March

For

T Petty

C Henley

D Hurring

M Coleman

Abstain

A Vincent

D Rush

D Waller

13. UKRAINE RESPONSE BY KINGS HILL PARISH COUNCIL

Cllr Hurring to provide verbal report

Cllr Hurring asked if the Council could help the Ukraine Crisis by providing the residents signposted information on the website and social media. This would enable them to access accurate advice and guidance on how to help the Ukraine crisis.

EXCLUSION OF PRESS AND PUBLIC It is recommended that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

14. STAFFING MATTERS

To receive an update on current matters

Cllr Petty stated that the clerk had requested an additional day (making three in total per week plus one extra to cover the council meetings) to enable him to carry out necessary civic updates and documentation changes. The importance of KHPC getting 100% up to date was reiterated and generally the councillors were behind the increase but for a trial three-month period.

Cllr Hurring expressed some concerns over accountability of the role particularly if an increase of days was to be agreed. Cllr Hurring requested that if the extra day was agreed, clerk to have regular meetings with chair and vice chair to review KPI's and gain updates on performance. Clerk function and days to be reviewed in three months.

AGREED

Meeting closed at 21.47

Date of next meeting – Wednesday 13th April 2022

Council Members:

Cllr T Petty - Chairman
Cllr S Barker
Cllr M Colman
Cllr S Falzon-Thomas
Cllr C Henley
Cllr D Hurring
Cllr A Kilvington
Cllr S Kirk
Cllr D Rush
Cllr A Vincent
Cllr D Waller
Cllr R Zahidi

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