

Kings Hill Parish Council

Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, Kent ME19 4LG
Tel: 01732 870382

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

SUMMONS

Dear Member

You are hereby summoned to attend a meeting of the Full Council being held in the **Jim Fry Hall** at the **Kings Hill Community Centre** on **Thursday 04 August 2022 at 7.30 p.m.** or at the conclusion of the public participation session.

Karen Bell

Karen Bell
Clerk and Responsible Financial Officer

29 July 2022

PUBLIC PARTICIPATION

If, required, the meeting will be preceded by a public participation period of up to 15 minutes in total at 7.30 p.m. 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 item during Public Participation must book in advance due to venue capacity limits. To book please contact clerk@kingshillparish.gov.uk

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

During the meeting the public are allowed to record the Committee 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, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

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

1. **Apogies for Absence:** To receive and approve any apologies.
2. **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

3. **Reports from County Councillor, Borough Councillor and Police Representatives if present**
4. **Minutes of meeting held on 27 June 2022**
 - 4.1 To receive and approve the minutes of the Meeting (Previously circulated)
 - 4.2 To receive an update on any matters arising not included elsewhere on the agenda
5. **Planning, Transport and Environment Committee:** To receive the minutes of the meeting held on 30 June 2022 and to consider and approve any recommendations contained within the minutes.
6. **Review of Standing Orders:** To receive information
7. **Review of Financial Regulations:** To receive information
8. **Policies and Procedures**
 - 8.1 Review: To receive information
 - 8.2 Disorderly Conduct Policy: To consider
 - 8.3 Vexatious Complaints Policy: To consider
9. **Finance**
 - 9.1 2021/2022 Audit: To receive information
 - 9.2 Bank Reconciliation as at 31.07.2022: To receive information
 - 9.3 Financial Transactions for approval: To receive information
 - 9.4 Budgetary Control Quarter 1 2022/2023 - Bank movement report against budget: To receive information
10. **Townsend and Jim Fry Refurbishment:** To receive information and approve PC actions to progress
(Deferred from previous Full Council Meeting)
11. **Coblands Contract:** To approve additional costs to carry out changes to greener land management.
12. **Events & Communications Update:** To note updates from the working group, to receive information and to consider any recommendations
(Deferred from previous Full Council meeting)
13. **Community Newsletter:** To discuss what is required to reintroduce 'A View from the Hill' with regards to compiling and distributing the newsletter to all residents.
14. **Pre-School Lease**
 - 14.1 To receive an update following lease renewal
 - 14.2 To consider and approve any actions required***(Deferred from previous Full Council meeting)***
15. **Members who attended any meeting on behalf of KHPC will be invited to report**
16. **Matters for Inclusion on the Next Agenda**

- 17. Matters for 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.
- 17.1 Staffing Matters
 - 17.2 Legal Matters
- 18. Date and time of Next Meeting:** To confirm as Thursday 08 September 2022 at 7.30 p.m.

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

Officers

Cllr Tony Petty Chairman

Cllr Shakira Falzon-Thomas Deputy Chairman

Cllr Sarah Barker

Cllr Margaret Coleman

Cllr David Hurring

Cllr Siobhan Kirk

Cllr Felix Mclymont

Cllr David Rush

Cllr David Waller

Cllr Angela Vincent