

MINUTES OF A FULL MEETING OF KINGS HILL PARISH COUNCIL HELD ON THURSDAY 18 JANUARY 2024 AT 7.30 P.M. IN THE KINGS HILL COMMUNITY CENTRE

PRESENT: Cllrs. Barker, Colman, Hartman, Mclymont, Petty (Chairman), Rush, Sherlaw & Vincent

ALSO PRESENT K. Bell (Clerk to the Council) & County Councillor S. Hudson

APOLOGIES: Cllr. MacKay, PC Farmer and Ms Edmonds (Community Warden) Team Leader

ABSENTEE: Cllr Kirk

Cllr Petty opened the meeting and welcomed all present.

FC 219 Apologies for Absence: It was proposed, seconded and:
RESOLVED: That the apologies received from Cllr. MacKay (Prior Commitment) be approved. **Unanimous**

FC 220 Declarations of interest and/or lobbying and intention to record: Cllrs. Barker and Rush stated that they intended to record proceedings. The Clerk said that she too was recording proceedings. **Noted**

FC 221 Chairman's Announcements
Councillor Communication: Members were advised that it was not acceptable to send unreasonable demands to the officers on the day of a meeting. Members were invited to visit the office to get a better understanding of the council's work. **Noted**
Local Council Award Scheme: Confirmation had been received from NALC of the council's Quality Council status. It was noted that KHPC was one of only 5 local councils in Kent to have Quality accreditation. **Noted**

FC 222 Questions from Members of the Public: No members of the public present.

FC 223 Reports from County Councillor, Borough Councillors, Police representatives & Community Warden
County Councillor: S. Hudson was welcomed to the meeting; she drew attention to the following:

- KCC's proposed budget for 2024/2025 which indicated a funding gap of £34m.
- The outcome of the recent Community Warden consultation indicated that the Community Warden coverage for T & M and Maidstone was being reduced from 14 to 5. Members expressed the opinion that KHPC would be interested in exploring either the employment of a community warden on a cost-share basis with other parishes or part-funding the cost of a warden directly to KCC.
- Cyber awareness day in Wateringbury. **Noted**

Borough Councillors: No report. **Noted**
Kent Police: The report dated 15 January 2024 which had been copied to members was received and noted. **Noted**
Community Warden: No report. **Noted**

These minutes are not a verbatim record of the meeting, but a summary of discussion and decisions made at the meeting

Chairman:

Date: 15 February 2024

FC 224

Minutes

FC 224.1

Minutes from the Meeting held on 14 December 2023. It was proposed, seconded and:

RESOLVED: Subject to a minor amendment being made to minute reference FC 213.2 the minutes from the meeting be approved. **By Majority**

FC 224.2

Matters Arising from the minutes not otherwise on the agenda.

FC 209.2

SEN Activities: The event was well attended by over 50 children (half from Kings Hill). The organiser had expressed her thanks to KHPC for facilitating. It was noted that the event had been funded by fundraising and by a KCC members grant. **Noted**

FC 209.2

Solar Panels at the Community Centre: KHPC was still waiting for an agreement in principle from Prologis before the survey work could be undertaken. **Noted**

FC 209.2

S106 Monies: No new information was received from TMA in respect of irrigation systems at the SP. **Noted**
Cllr. Barker drew attention to the procedure for 2024/2025.

FC 209.2

2023 Christmas Lighting: It was unlikely that an application would be submitted for the grant of £960 from TMBC. This was because KHEM was unable to install the Christmas lighting scheme as originally envisaged and had since advised that they were likely to absorb the Christmas lighting costs for 2023 and work towards the delivery of an enhanced Christmas lighting scheme for 2024 **Noted**
Members suggested that the council consider Christmas Lighting in March / April.

FC 210.5.1

Tony Hudgell Christmas Appeal: Thanks, and appreciation received. **Noted**

FC 210.5.2

CFCI - Community Christmas Day: Thanks, and appreciation received. **Noted**

FC 211.4

2024 / 2025 Budget: The precept request for 2024/2025 had been submitted to and accepted by TMBC. **Noted**

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Chairman:

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FC 225

Matters Requiring Decisions

FC 225.1

Sports Park

FC 225.1.1

Pitch 6: The issue was discussed with Prologis on 11 January 2024 following which Cllrs. Petty and Hartman visited the site visit with Prologis. Prologis had arranged for Bourne Sports to meet with them and KHPC on 23.01.24, to consider what work was needed and when they felt the pitch would be suitable for play.

Noted

FC 225.1.2

Sports Park Underlease: It was reported that when the lease was surrendered a new lease was granted at the same time for the allotments. The council's solicitors had since advised that there was a need for the surrender of the old Sports Park Lease from 2014 to be re-signed. Following a discussion, it was proposed, seconded and:

RESOLVED: Before the council approved the resigning of the lease the council's solicitors would be asked to provide additional information. **Unanimous**

FC 225.2

Community Centre Bar: Cllr Petty reported that he was liaising with potential contractors and that he and the Clerk were working on a Business Plan which would be considered by the council at a future meeting.

Noted

FC 225.3

2024 KALC Community Award: Following a discussion, it was proposed, seconded and:

RESOLVED: That KALC be advised of the council's nominee and citation. **Unanimous**

At this point in the proceedings with no member of the public present it was agreed to vary the order of the agenda to bring forward the items for discussion in private. Minute references FC 231, FC 232 and FC 233 refers.

FC 225.4

Armed Forces Covenant: It was reported that the Covenant was a promise of mutual support between a civilian community and its local armed forces community. Following a discussion, it was proposed, seconded and:

RESOLVED: That KHPC would sign the Armed Forces Covenant. **Unanimous**

FC 225.5

Citizens Advice Bureau – Video Kiosk: Following a discussion, it was proposed, seconded and:

RESOLVED: KHPC would propose the Community Centre as a potential venue for a CAB Video Kiosk. **Unanimous**

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Chairman:

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It was further.

RESOLVED: If the CC was selected as a venue the officers would have delegated powers to arrange on a trial basis. **Unanimous**

FC 225.6 New flooring at the Community Centre: Following a discussion, it was proposed, seconded and:

RESOLVED: Quotations would be obtained for the supply and installation of carpet tile flooring for consideration at a future meeting. **Unanimous**

FC 226 Financial Matters

FC 226.1 Bank Statements & Reconciliations at 31 December 2023: The bank statements and reconciliations were received and noted. The bank balance at 31 December 2023 was as follows.

Unity Trust Current	£21,734.87
Unity Trust Reserves	£207,487.73*
CCLA Investment	£600,000.00
Total	£829,222.60

*£4,189.30 Interest received into the Unity Trust Reserves Account in December 2023 (interest rate 2.75%). **Noted**

FC 226.2 Financial Transactions

FC 226.2.1 Payments for Approval: The payments for the period up to 09 January 2024 as per the listings copied to members were approved. The redacted listings would be appended to the minutes and added to the website. **By Majority**

FC 226.2.2 Receipts: The receipts for the period up to 09 January 2024 as per the listings copied to members were noted. The redacted listings would be added to the website. **Noted**

FC 226.3 Budgetary Control Report at 31 December 2023
Noted

FC 226.4 2024 – 2025 Community Centre Hall Hire Charges: Following a discussion, it was proposed, seconded and:
RESOLVED: Community Centre Hall Hire charges would increase by 5%. **Unanimous**

FC 226.5 Annual Review of Members Allowances: Following a discussion, it was proposed, seconded and:
RESOLVED: That members would not claim parish basic allowances in 2024 / 2025. **Unanimous**

FC 226.6 Appointment of the Internal Auditor for 2024 / 2025: Following a discussion, it was proposed, seconded and:
RESOLVED: That the appointment of Mulberry’s as the council's Internal Auditor for 2024 / 2025 be confirmed. **By Majority**

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Chairman: **Date:** 15 February 2024

It was further.

RESOLVED: The council was reluctant to enter a 3-year contract and would instead prefer a rolling annual contract charged at the same rates.

By Majority

FC 226.7 **Licence to alter requirements for 2024 / 2025:** Prologis had advised that the council could submit a bulk licence to alter request as opposed to submitting individual requests.

Noted

FC 227 **Matters for Report**

FC 227.1 **Planning & Transport Committee:** The draft minutes from the meeting held on 04 January 2024 were received and noted.

Noted

FC 212.3 **Events and Communications Working Group:** A meeting of the Working Group took place on 11 January 2024 attended by Councillors (Mclymont, Petty, Barker, Kirk, and Vincent) and Officers. The DD 80th Anniversary was discussed together with the next issue of VFTH which would include the 2024 Annual Report.

Noted

227.3 **Prologis:** A meeting took place on 11 January 2024 attended by Cllrs. Petty, Hartman, Rush, Vincent and Kirk. The meeting notes had been circulated to members.

Noted

FC 227.4 **KHEM - Estate Charge budget report 01.01.24 – 31.12.24.** Information circulated to members.

Noted

FC 227.5 **T & M KALC Area Committee:** The minutes and supporting notes had been circulated to members.

Noted

FC 228 **Administration**

FC 228.1 **Committees**

FC 228.1.1 **Committee Meeting Dates and Times:** Confirmed as follows

Noted

- Planning & Transport – 01 February 2024 at 6.00 p.m.
- Climate Change and Environment – 01 February 2024 immediately following the meeting of the P & T Committee

FC 228.1.2 **Creation of New Finance Committee:** Agreed that this item be deferred to the next meeting.

Noted

FC 228.2 **2024 Annual Parish Meeting:** Confirmed as 04 April 2024

Noted

FC 228.3 **2024 / 2025 Council and Committee Meeting Dates:** These were confirmed

Noted

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FC 228.4 Community Governance Review / Councillor Vacancies:
The council agreed that its position had remained unchanged and that this matter would be reviewed on an ongoing basis.

FC 228.5 Allotment Recycle Policy (Reviewed by CC & E, 2023 Version): Approved. **By Majority**
By Majority

FC 229 Matters for the Next Agenda: No additional items **Noted**

FC 230 Date and time of Next Meetings: Confirmed as 15 February 2024 at 7.30 p.m.

Matters for Consideration in Private

Per the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) the following items were considered in private. **Noted**

FC 231 Staffing Matters: Updates received and noted, actions agreed.

FC 232 Legal Matters: Updates received and noted actions agreed.

FC 233 Pre-School-Lease Renewal: Update noted.

There being no additional business, the meeting concluded at 21.47 hours.

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