

MINUTES OF A FULL MEETING OF KINGS HILL PARISH COUNCIL HELD ON THURSDAY 15 FEBRUARY 2024 AT 7.30 P.M. IN THE KINGS HILL COMMUNITY CENTRE

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

ALSO PRESENT K. Bell (Clerk to the Council) & N. Cooper (Assistant Clerk)

APOLOGIES: Cllr. Mclymont & Ms Edmonds (Community Warden Team Leader)

Cllr Petty opened the meeting and welcomed all present.

FC 234 Apologies for Absence: It was proposed, seconded and:
RESOLVED: That the apologies received from Cllr. Mclymont (Holiday) be approved. **Unanimous**

FC 235 Declarations of interest and/or lobbying and intention to record:

Cllr. Rush stated that he intended to record proceedings. **Noted**

Cllr. Barker stated that she had been lobbied in respect of item FC 240.4

Noted

Cllr. Kirk stated that following her son's volunteering work at the Allotments for his Duke of Edinburgh award, he had been offered ad hoc paid work from some allotment holders.

Noted

FC 236 Chairman's Announcements

Parish Winter Support Scheme: KHPC had been offered £2,000 (£1,750 to the Kings Hill Foodbank, £250 to the Community Club) from the Parish Winter Support Scheme (item FC 240.8 refers). **Noted**

Community Warden Service: The KCC Community Warden Service has commenced its staff consultation. The CW Team Leaders team had already reduced in size from 13 to 8 wardens and the new model will shrink again so we must manage residents' expectations of the service. At the last council meeting, we touched upon several parishes sharing the cost of a warden. The Clerk has had early discussions with two other Parish Clerks whose parishes were thinking along similar lines. County Councillor Sarah Hudson has suggested that if parishes wish to take this further, they should draw up an agreement and employ directly. It was noted that whilst Kings Hill did not have a dedicated Community Warden, the CW Team Leader had confirmed that she would continue to monitor Kings Hill. **Noted**

Cllr. Barker stated that she was aware of Local Councils within the Ashford area that had employed a CW, she would provide details to the Clerk.

Resident Meeting: It was suggested that the Parish Council organise a resident meeting with the Community Warden Service, Kent Police, Neighbourhood Watch and TMBC present and invite people in to discuss their concerns before the summer period when there was usually an increase in ASB, shed break-ins etc. **Agreed**

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Chairman:

Date: 21 March 2024

- FC 237 Questions from Members of the Public**
 Questions: No members of the public present
 Correspondence: A resident interested in setting up a neighbourhood watch scheme had contacted the council. The CW Team had agreed to liaise with the resident.
Noted
- FC 238 Reports from County Councillor, Borough Councillors, Police representatives & Community Warden if present**
 Community Warden: Apologies received. Update on Community Warden service received.
Noted
- FC 239 Minutes**
- FC 239.1 Minutes from the Meeting held on 18 January 2024 and minute reference FC 213.2.** It was proposed, seconded and:
RESOLVED: That the minutes be approved. **By Majority**
- FC 239.2 Matters Arising from the minutes not otherwise on the agenda.**
- FC 224.2 SEN Activities:** KCC Members grant of £300 received.
Noted
- FC 224.2 S106 Monies:** No new information was received from TMA in respect of irrigation systems.
Noted
- FC 225.5 Citizens Advice Bureau – Video Kiosk:** No new information received. **Noted**
- FC 225.6 New flooring at the Community Centre:** Additional quotations awaited. **Noted**
- FC 240 Matters Requiring Decisions**
- FC 240.1 Creation of New Finance Committee:** Following a discussion, it was proposed, seconded and:
RESOLVED: That the Finance Committee would be created
Unanimous
- It was further.
RESOLVED: The Committee would consist of 5 members, for the remainder of the 2023/2024 Meeting Cycle they would be Cllrs. Petty, Hartman, Colman, Kirk and Rush.
By Majority
- It was further.
RESOLVED: The Committee would meet on a bi-monthly
Unanimous
- It was further.
RESOLVED: The Committee's first items of business would be to elect the Committee Chairman and Committee Deputy Chairman and to agree on TORs. The draft TORs which had been prepared by the Clerk would guide the first committee meeting.
Unanimous
- FC 240.2 Sports Park**
- FC 240.2.1 Pitch 6:** Attention was drawn to the following:
- Cllrs. Petty Hartman and the Clerk met with the contractor who had constructed the pitch.

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- The contractor advised on the remedial work needed for the pitch to become playable.
 - Two quotations were received and noted.
- Following a discussion, it was proposed, seconded and:

RESOLVED: In the first instance, KHPC would discuss with KHFC and ascertain if any grants were available.

By Majority

FC 240.2.2 Sports Park Underlease – Approval of the re-signing of the surrender of the old Sports Park Lease from 2014: Following a discussion, it was proposed, seconded and:

RESOLVED: The lease would be re-signed at the next meeting.

By Majority

FC 240.2.3 2024/2025 Funding in lieu of Management Fee: Following a discussion, it was proposed, seconded and:

RESOLVED: A payment of £17,500 would be made in 2024/2025. It was further resolved that this would be a one-off gesture of goodwill and that a similar payment should not be expected in 2025/2026.

By Majority

FC 240.3 Community Centre

FC 240.3.1 Mary Ellis Bar: Cllr. Petty reported that he had discussed outline proposals with a potential contractor. It was further reported that a draft Outline Business Case had been prepared and, when finalised would be circulated together with plans depicting the proposed bar.

Noted

Cllr. Barker requested usage statistics together with income and expenditure details in respect of the Townsend Bar so that comparisons could be made with the proposed Mary Ellis Bar. Cllr. Barker was advised that whilst this information was available it could not compare exactly with the proposed Mary Ellis Bar which would be a different product offering. **Noted**

FC 240.3.2 Solar Panels – Update: Update: KHEM had confirmed that in principle, the addition of solar panels could progress however some additional information had been requested to satisfy the requirements of Schedule 4 of the Estate Management Agreement. **Noted**

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It was further noted that the project would be eligible for a Green Business Grant. Also worth noting is that the project would also be eligible for an application to be made to the West Kent Rural Grant Scheme. **Noted**

FC 240.4 Funding Request - Funding application Kings Hill Youth: It was reported that a funding application had been received from a Kings Hill youth who had been selected to play in the U19 Korfball European Championship. It was noted that as the Council had adopted the General Power of Competence it could give a grant to an individual from Kings Hill who was representing the UK in an international competition. Following a discussion, it was proposed, seconded and:

RESOLVED: A grant of £550.00 would be made.

Unanimous

FC 240.5 Transfer of Community Assets: It was reported that no response had been received from Prologis. It was further reported that a response had been received from KCC stating that a response would be sent in due course from the Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services. The Clerk would progress. **Noted**

FC 240.6 80th Anniversary of DD commemorations: Attention was drawn to the following:

- Cllr. Petty, the Clerk, and the Finance Officer had met with a collector of military vehicles who had offered to bring in many vehicles on the weekend of 08/09 June 2024. A further meeting has been arranged to take place on-site on 02 March 2024 when logistics were due to be discussed. It was noted that the enthusiast was open to the suggestion of presenting several talks during the day on the history of the military vehicles within his collection. **Noted**
- St Gabriels would like to coordinate with KHPC and hold a short service, at 8.45 p.m. on 06 June to coincide with the reading of the International Tribute, lighting of the lamps of peace and laying of wreaths. **Noted**
- The officers had submitted a funding application to the National Lottery. **Noted**
- Our request to KHEM to install banners advertising the DD Commemoration events, and the End of Summer Party had not been successful, the date periods offered were 29 April to 05 May, and 29 July to 04 August which were not compatible with the dates of the events. **Noted**

FC 240.7 2024/2025 Grounds Maintenance: Following a discussion, it was proposed, seconded and:

RESOLVED: The quotations received from the existing contractor would be accepted. **Unanimous**

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FC 240.8 Parish Winter Support Scheme: Following a discussion, it was proposed, seconded and:
RESOLVED: That KHPC would apply for funding to support the Kings Hill Foodbank and the Community Club.
Unanimous

FC 240.9 Community Centre Charges for "Party/event" packages: Following a discussion, it was proposed, seconded and:
RESOLVED: Party/event packages would be offered to Community Centre customers as per the details which had been copied to members.
Unanimous

It was further:

RESOLVED: A review of uptake would be undertaken during 2024/2025.
Unanimous

FC 241 Financial Matters

FC 241.1 Bank Statements & Reconciliations at 31 January 2024: The bank statements and reconciliations were received and noted. The bank balance at 31 January 2024 was as follows.

Unity Trust Current	£31,161.89
Unity Trust Reserves	£182,487.73
CCLA Investment	£601,217.08*
Total	£814,866.70

*£1,217.08 Interest received into the CCLA Reserves Account
Noted

FC 241.2 Financial Transactions

FC 241.2.1 Payments for Approval: The payments for the period up to 06 February 2024 as per the listings copied to members were approved. The redacted listings would be appended to the minutes and added to the website.
Agreed

FC 241.2.2 Receipts: The receipts for the period up to 06 February 2024 as per the listings copied to members were noted. The redacted listings would be added to the website.
Noted

FC 241.3 Budgetary Control Report at 31 January 2024
Noted

FC 241.4 2023/2024 Quarter 3 VAT: The VAT due to the council at 31 December 2023 was £694.48.
Noted

FC 242 Matters for Report

FC 242.1 Planning & Transport Committee: The draft minutes from the meeting held on 01 February 2024 were received and noted.
Noted

FC 242.2 Climate Change & Environment Committee: The draft minutes from the meeting held on 01 February 2024 were received and noted.
Noted

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FC 243

Administration

FC 243.1

Committees

FC 243.1

Committee Meeting Dates and Times:
Confirmed as follows **Noted**

- Planning & Transport – 07 March 2024 at 6.00 p.m.
- Climate Change and Environment – 07 March 2024 immediately following the meeting of the P & T Committee

FC 243.2

Annual Parish Meeting: It was agreed that the date would be changed to 11 April 2024 and that Mr Mitchell be invited as the guest speaker.
Noted

FC 243.2

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.
Noted

FC 244

Matters for the Next Agenda: No additional items

Noted

FC 245

Date and time of Next Meetings: Confirmed as 21 March 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 246

Staffing Matters: Updates received and noted

FC 247

Legal Matters: Updates received and noted actions agreed.

FC 248

Pre-School-Lease Renewal: Update noted.

There being no additional business, the meeting concluded at 21.45 hours.

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