

**KINGS HILL PARISH COUNCIL**

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

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Dear Members

You are summoned to attend a meeting of the Full Council to be held on Thursday 18 April 2024 at 7.30 pm to discuss the business on the agenda below. The meeting will be held at the Kings Hill Community Centre, 70 Gibson Drive, Kings Hill. ME19 4LG.

Yours faithfully

*Karen Bell*

Karen Bell  
Parish Clerk  
10 April 2024

**NOTICE OF MEETING:** Public Notice of the meeting has been given per 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**

**FC 269      Apologies for Absence and absentees:** To receive and approve apologies.

**FC 270      Declaration 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.

- FC 271 Chairman's Announcements**
- FC 272 Questions from Members of the Public**
- FC 273 Reports from County Councillor, Borough Councillors, Police representatives and community Warden if present**
- FC 274 Minutes**
- FC 274.1 To confirm the accuracy of the minutes from the Meetings held on 21 March 2024 (Attached) and 11 April 2024 (To follow)
- FC 274.2 Matters Arising from the minutes not otherwise on the agenda.
- FC 275 Matters Requiring Decisions**
- FC 275.1 Sports Park**
- FC 275.1.1 Representatives from TMA will be invited to brief members on current operations (Attached)
- FC 275.1.2 Pitch 6 Remedial Work: To receive information.
- FC 275.1.3 Temporary Water Solution for the Pitches: To receive information and consider KHPC actions.
- FC 275.2 Community Centre**
- FC 275.2.1 Mary Ellis Bar: To receive any new information and consider KHPC actions.
- FC 275.2.2 Solar Panels: To receive new information and consider KHPC actions.
- FC 275.3 Community Warden:** To receive information regarding the restructuring of the service and to consider KHPC actions. (Information from Headcorn PC attached)
- FC 275.4 Community Resilience Plan:** To consider recommendation from the P & T Committee for the document to be formally approved (Attached)
- FC 276 Financial Matters**
- FC 276.1 Bank Statements & Reconciliations at 31 March 2024  
For Noting (Attached)
- FC 276.2 Financial Transactions
- FC 276.2.1 Payments for Approval (Attached)
- FC 276.2.2 Receipts for Noting (Attached)
- FC 276.3 Budgetary Control at 31 March 2024: For Noting (Attached)
- FC 276.4 VAT position at 31 March 2024: To receive information.
- FC 276.5 Annual Review of Internal Controls (Attached)
- FC 277 Matters for Report - To receive information reports from Committees, Working Groups, and representatives: To include.**
- FC 277.1 Planning & Transport Committee: Draft minutes of the meeting held on 04 April 2024 (Attached)
- FC 277.2 Climate Change & Environment Committee: Draft minutes of the meeting held on 04 April 2024 (Attached)
- FC 277.3 Annual Parish Meeting: Draft minutes of the meeting held on 11 April 2024 (To follow)
- FC 277.4 80th Anniversary of DD commemorations: To receive an update

- FC 278 Administration**
- FC 278.1 Committee Meeting Dates and Times: To confirm as follows:
    - FC 278.1.1 Planning & Transport – 02.05.24 at 6.00 p.m.
    - FC 278.1.2 Climate Change and Environment – 06.06.24 immediately following the meeting of the Planning and Transport Committee
    - FC 278.1.3 Finance Committee: 16.05.24 at 6.00 p.m.
  - FC 278.2 Finance Committee Terms of Reference: For approval (Attached)
  - FC 278.3 Councillor Vacancies: To review KHPC actions.

**FC 279 Matters for the Next Agenda**

- FC 280 Date and time of Next Meeting:** To confirm the Annual Meeting of the Parish Council on 16 May 2024 at 7.30 p.m.

**Consideration in Private**

Exclusion of the 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 because 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 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, or 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:

- FC 281 Staffing Matters**
- FC 282 Legal Matters**
- FC 283 Pre School-Lease Renewal Update**