

KINGS HILL PARISH COUNCIL

Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, Kent ME19 4LG
Tel: 01732 870382, Email: clerk@kingshillparish.gov.uk, web: www.kingshillparish.gov.uk

SUMMONS

TO: All members of the Parish Council

In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting of Kings Hill Parish Council on Thursday 18 July 2024 at 7.30 p.m. The meeting will be held in the Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, ME19 4LG

Karen Bell

Clerk to the Council

11 July 2024

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with 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 034 Apologies for Absence and absentees: To receive and approve any apologies.

FC 035 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 036 Chairman / Clerks Report

FC 037 Public Forum: To adjourn in order to enable members of the public to address the meeting

FC 037.1 To receive correspondence from residents.

FC 037.2 To take questions from residents.

FC 038 Reports from County Councillor, Borough Councillors, Police representatives & Community Warden if present

FC 039 Minutes

FC 039.1 To confirm the accuracy of the minutes from the Annual Meeting of the Parish Council held on 30 May 2024 and the meeting of the Full Council held on 20 June 2024 (Attached)

FC 039.2 To receive an update on any matters arising not included elsewhere on the agenda.

FC 040 Matters Requiring Decisions

FC 040.1 Sports Park Irrigation: To receive information and consider KHPC actions

FC 040.2 Community Centre: To receive information and consider KHPC actions in respect of the following (Attached and to follow)

FC 040.2.1 New Bar

FC 040.2.2 Solar Panels

FC 040.2.3 Air Conditioning for Offices

FC 040.2.4 Advertising for Parish Council events including End of Summer Party

FC 040.2.5 New Tables and Chairs

FC 040.2.6 Repairs to Doors (Front of building left-hand set (Youth Centre))

FC 040.3 Local Plan: To receive information and consider KHPC actions (To follow)

FC 041 Financial Matters

FC 041.1 2023/2024 AGAR: To confirm approval and consider recommendations/report from the Finance Committee (Previously circulated and To follow)

FC 041.2 Bank Statements & Reconciliations at 30 June 2024: To note (Attached)

FC 041.3 Financial Transactions

FC 041.3.1 Payments for Approval (Attached)

FC 041.3.2 Receipts for Noting (Attached)

FC 041.4 Budgetary Control at 30 June 2024: To note (Attached)

FC 041.5 2024/2025 Quarter 1 VAT Report: To note (Attached)

FC 041.6 2024 Review of Allotment Rents

FC 041.7 Repayment of PWLB loan: To receive information and consider recommendation from the Finance Committee

FC 042 Matters for Report – To receive reports from Committees, Working Groups and representatives: To include

FC 042.1 Planning & Transport Committee: Draft minutes from the meeting held on 04 July 2024 (Attached)

FC 042.2 Finance Committee: Draft minutes from the meeting held on 11 July 2024 (To follow)

FC 042.3 End of Summer Party

FC 042.4 Members who attended any meeting on behalf of KHPC will be invited to give a brief report.

- FC 043 Administration**
FC 043.1 Councillor Vacancies: To review
FC 043.2 Review of Terms of Reference for Committees and Working Groups and Scheme of Delegation (Attached)
FC 043.3 Training (Item requested by Cllr. Barker)
- FC 044 Matters for the Next Agenda**
- FC 045 Date and Time of Next Meeting:** To confirm as 19 September 2024
- FC 046 Consideration in Private:** Exclusion of Press and Public: There are only a few reasons 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 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, 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 046.1 Staffing Matters
 - FC 046.2 Legal Matters
 - FC 046.3 Lease Renewal Update
 - FC 046.4 Community Assets (Item requested by Cllr. Barker)

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