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

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 21 November 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
14 November 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.

FC 080	Apologies for Absence and absentees			
FC 081	Declaration of Interests and/or lobbying and intention to record.			
FC 082	Chairman / Deputy Chairman / Clerks Report			
FC 083	Public Forum			
FC 084	Reports from County Councillor, Borough Councillors, Police representatives & Community Warden if present			
FC 085	Minutes FC 085.1 To confirm the accuracy of the minutes from the Meeting held on 17 October 2024 (Attached) FC 085.2 Matters Arising from the minutes not otherwise on the agenda.			
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FC 087 Community Centre: To receive any new information and consider KHPC actions in respect of the following

FC 087.1 Solar Panels

FC 087.2 Air Conditioning for Offices

FC 087.3 CCTV Upgrade

FC 087.4 New Bar

FC 087.5 New Furniture for Foyer: To consider (Attached) FC 087.6 New oven for the kitchen: To consider (Attached)

FC 088 Financial Matters

FC 088.1	Bank Statements & Reconciliations at 31 October	(Attached)
FC 088.2	Financial Transactions For Approval	(Attached)
FC 088.3	Budgetary Control at 31 October 2024: To note	(Attached)
FC 088.4	2024 Poppy Appeal: To consider KHPC's donation	1

FC 089 Matters for Report – To receive information reports from Committees, Working Groups and representatives: To include

FC 089.1	Planning & Transport Committee	(Attached)	
FC 089.2	Climate Change & Environment Committee	(Attached)	
FC 089.3	Finance Committee	(To follow)	
FC 089.4	Sports Park Committee	(To follow)	
FC 089.5	Members who attended any meeting on behalf of KHPC w		
	invited to give a brief report		

FC 090 Administration

FC 090.1	Councillor Va	cancies: To review		
FC 090.2	Policies & Procedures For Review: To reapprove (Attached)			
	FC 090.2.1	Retention Policy	,	
	FC 090.2.2	Staff Appraisal Policy		
	FC 090.2.5	Overtime & Toil Policy		
FC 090.3	2025/2026 M	eeting Dates: To consider	(Attached)	

FC 091 Matters for the Next Agenda

FC 092 Date and Time of Next Meeting: To confirm as 12 December 2024

FC 093 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.

FC 093.1 Staffing Matters
FC 093.2 Legal Matters
FC 093.3 Lease Renewal Update

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