

# KINGS HILL PARISH COUNCIL

Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, Kent ME19 4LG  
Tel: 01732 870382, Email: [clerk@kingshillparish.gov.uk](mailto:clerk@kingshillparish.gov.uk), web: [www.kingshillparish.gov.uk](http://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 Tuesday 10 December 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  
04 December 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

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| <b>FC 094</b> | <b>Apologies for Absence and absentees</b>  |
| <b>FC 095</b> | <b>Declaration of Interests and/or lobbying and intention to record.</b>  |
| <b>FC 096</b> | <b>Chairman / Deputy Chairman / Clerks Report</b>   |
| <b>FC 097</b> | <b>Public Forum</b>   |
| <b>FC 098</b> | <b>Reports from County Councillor, Borough Councillors &amp; Police representatives if present</b>                |
| <b>FC 099</b> | <b>Minutes</b>  |
|               | FC 099.1 To confirm the accuracy of the minutes from the Meeting held on 21 November 2024 (Attached)              |
|               | FC 099.2 Matters Arising <u>from the minutes</u> not otherwise on the agenda.                                     |
| <b>FC 100</b> | <b>Sports Park:</b> To receive any new information, consider KHPC actions and receive reports from TMA (Attached) |

- FC 101 Matters for Decision**
- FC 101.1 Community Centre Bar: To receive information and to consider KHPC actions
- FC 101.2 2025 KALC Community Awards: To receive information and consider KHPC participation (Attached)
- FC 101.3 New Parish Council Logo: To receive information and to consider (To follow)
- FC 102 Financial Matters**
- FC 102.1 Bank Statements & Reconciliations at 30 November 2024 (Attached and to follow)
- FC 102.2 Financial Transactions (Payments and Receipts) For Approval (Previously circulated and Attached)
- FC 102.3 Budgetary Control at 30 November 2024: To note (Attached)
- FC 102.4 2025-2026 Budget: To consider the recommendation from the Finance Committee Meeting held on 05.12.24 (Attached and to follow)
- FC 102.5 Christmas Light Competition: To receive information and consider competition prizes
- FC 102.6 Delegated Spending Limits: To consider the recommendation from the Finance Committee
- FC 103 Matters for Report – To receive information reports from Committees, Working Groups and representatives: To include**
- FC 103.1 Planning & Transport Committee (To follow)
- FC 103.2 Climate Change & Environment Committee
- FC 103.3 Finance Committee (To follow)
- FC 103.4 Sports Park Committee (To follow)
- FC 103.5 Members who attended any meeting on behalf of KHPC will be invited to give a brief report
- FC 103.6 Licence to Alter: To receive an update
- FC 103.7 Community Christmas Lunch: To receive information
- FC 104 Administration**
- FC 104.1 Councillor Vacancies: To review
- FC 104.2 Policies & Procedures For Review: To consider the recommendation from the Finance Committee regarding the reapproval of the following (Attached)
- FC 104.2.1 Credit Card Policy
- FC 104.2.2 Payments and Receipts
- FC 105 Matters for the Next Agenda**
- FC 106 Date and Time of Next Meeting:** To confirm as 16 January 2025
- FC 107 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 107.1 Staffing Matters  
FC 107.2 Legal Matters  
FC 107.3 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](mailto:clerk@kingshillparish.gov.uk)