

# 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)

## 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 September 2025 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 September 2025**

## 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 053      Apologies for Absence and Absentees**

**FC 054      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 responsible for ensuring that their Register of Interests is 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 055      Public Forum:** The minute book will be closed during this part of the meeting.

**FC 056      Chairman / Deputy Chairman's Announcements**

<b>FC 057</b>	<b>Reports from County Councillor, Borough Councillors &amp; Police representatives if present</b>	
<b>FC 058</b>	<b>Minutes</b>	
FC 058.1	To confirm the accuracy of the minutes from the meetings held on 31 July 2025 and 26 August 2025	(Attached)
FC 058.2	To receive an update on any matters arising not included elsewhere on the agenda.	
<b>FC 059</b>	<b>Matters Requiring Decisions</b>	
<b>FC 059.1</b>	<b>Sports Park:</b>	TMA Financial Report for Noting (Attached)
<b>FC 059.2</b>	<b>Community Centre:</b>	To consider future use of The Townsend Bar
<b>FC 059.3</b>	<b>Local Government Reorganisation:</b>	To consider delegating to the Strategic Planning Working Group to review, assess implications and report back to Full Council with recommendations
<b>FC 059.4</b>	<b>KALC - Motions for 2025 AGM:</b>	To consider (Attached)
<b>FC 059.5</b>	<b>WMGP Access Hub:</b>	To receive information and consider any further KHPC actions
<b>FC 059.6</b>	<b>Judicial Review (TM/21/00881/OA):</b>	To receive a report from and to consider recommendations arising from the Planning & Transport Committee
<b>FC 060</b>	<b>Financial Matters</b>	
FC 060.1	2024-2025 Audit: To receive information	
FC 060.2	Bank Statements & Reconciliations at 31 July 2025 and 31 August 2025:	To note (Attached)
FC 060.3	Payments for Approval	(Attached)
FC 060.4	Receipts for Noting	(Attached)
FC 060.5	Budgetary Control at 31 August 2025:	To note (Attached)
FC 060.6	Former Kings Hill Youth Club:	To confirm disbursement of historic funds (Attached)
FC 060.7	Parish Support – Local Incident:	To consider response under GPC (Attached)
FC 060.8	Financial Regulations:	To consider the recommendation from the Finance Committee held on 26 August 2025 (Attached)
FC 060.9	Hall Hire Charges:	To consider the recommendation from the Finance Committee held on 26 August 2025 (Attached)
<b>FC 061</b>	<b>Matters for Report – To receive reports from Committees, Working Groups and representatives</b>	
FC 061.1	Committees	
FC 061.1.1	Climate Change & Environment – 14.08.25	(Attached) and 04.09.25 (To follow)
FC 061.1.2	Finance – 26.08.25:	Draft Minutes (Attached)
FC 061.1.3	Planning & Transport – 11.09.25:	Draft minutes (To follow)
FC 061.2	Town Council Working Group - 14.08.25: Notes (Attached)	
FC 061.3	End of Summer Party – 07.09.25 : Reports to be received	
FC 061.4	Prologis Quarterly Meeting: To note next meeting to be held on 09.10.25. Agenda items invited	
FC 061.5	Members who attended any meeting on KHPC's behalf to report	
<b>FC 062</b>	<b>Administration</b>	
FC 062.1	Councillor Vacancies: To review	

FC 062.2      TMBC ASB Unit: To receive any new information    (Attached)  
FC 062.3      Appointment of a Member to the Planning & Transport and  
                         Climate Change and Environment Committees

**FC 063                    Matters for the Next Agenda**

**FC 064                    Date and Time of Next Meeting:** To confirm as 16 October 2025

**FC 065                    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 065.1                Staffing Matters**

**FC 065.2                Legal, Contracts & Lease Issues**