

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 16 October 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
07 October 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 066 Apologies for Absence and Absentees

FC 067 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 068 Councillor Vacancies: To receive information (To follow)

FC 069 Public Forum: The minute book will be closed during this part of the meeting.

FC 070 Chairman / Deputy Chairman's Announcements

- FC 071** **Reports from County Councillor, Borough Councillors & Police representatives if present**
Kent PCC News (Summer 2025): Previously circulated & (Attached)
- FC 072** **Minutes**
FC 072.1 **To confirm the accuracy of the minutes from the meeting held on 18 September 2025** (Attached)
FC 072.2 **To receive an update on any matters arising not included elsewhere on the agenda.**
- FC 073** **Matters Requiring Decisions**
FC 073.1 **Sports Park**
FC 073.1.1 **Irrigation** (Cllr. Petty & Hartman)
FC 073.1.1.1 **Update:** To receive information
FC 073.1.1.2 **Payment of Invoice:** To approve
FC 073.1.2 **Grounds Clearance Works:** To consider recommendation from the Sports Park Committee (Cllr Hartman) (Attached)
FC 073.1.3 **Financial Reports:** To note (Attached)
FC 073.1.4 **2025/2026 Contribution Towards TMA Costs:** To approve
FC 073.2 **Community Centre Bar:** To receive information regarding project progression (Cllr. Petty)
FC 073.3 **Local Government Reorganisation:** To receive and consider any new information
FC 073.4 **2026 KALC Community Awards:** To consider KHPC participation (Attached)
FC 073.5 **Judicial Review (TM/21/00881/OA):** To receive an update and to consider recommendations arising from the Planning & Transport Committee
FC 073.6 **TMBC Public Space Protection Order Consultation:** To receive information and consider KHPC's response (Attached)
FC 073.7 **"The Hill" KHPC Newsletter:** Proposal for consideration (Attached)
- FC 074** **Financial Matters**
FC 074.1 **Audit**
FC 074.1.1 **2024-2025 Audit:** To receive information
FC 074.1.2 **2025-2026 Interim Internal Audit:** To receive information
FC 074.2 **Bank Statements & Reconciliations at 30 September 2025:** To note (Attached)
FC 074.3 **Payments for Approval** (Attached)
FC 074.4 **Receipts for Noting** (Attached)
FC 074.5 **Budgetary Control at 30 September 2025:** To Note (Attached)
FC 074.6 **VAT Statement at 30 September 2025:** To Note (Attached)
FC 074.7 **2026/2027 Budget Preparation:** To receive information and consider budget requirements
- FC 075** **Matters for Report – To receive reports from Committees, Working Groups and representatives**
FC 075.1 **Committees**
FC 075.1.1 **Sports Park – 23.09.25: Draft Minutes** (Attached)

- FC 075.1.3 Planning & Transport – 02.10.25: Draft minutes (Attached)
- FC 075.2 Town Council Working Group**
- FC 075.2.1 Report from meeting held on 16.10.25
- FC 075.2.2 Community Information Meeting: To confirm and finalise arrangements
- FC 075.2.3 To nominate an additional member to the Working Group
- FC 075.3 Prologis:** To receive report of meeting held on 10.10.25
- FC 075.4 KALC T & M Area Committee:** Cllr Barker to report
- FC 075.5 TMBC ASB Unit:** Community Arrangements for Halloween: To Note (Attached)
- FC 075.6 Allotment Panel:** To receive for noting the draft minutes from the Annual Meeting between the KHPC Allotment Panel and the Allotment Holders held on 03.10.25 (Attached)
- FC 075.7 Members who attended any meeting on KHPC's behalf to report**
- FC 076 Administration**
- FC 076.1 2025/2026 Meeting Schedule (Updated):** To Note(Attached)
- FC 076.2 2025 Review of Scheme of Delegation and TOR's:** To approve (Attached)
- FC 076.3 Christmas Lighting Grant:** To receive information
- FC 077 Matters for the Next Agenda**
- FC 078 Date and Time of Next Meeting:** To confirm as 20 November 2025
- FC 079 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 079.1 Staffing Matters**
- FC 079.2 Legal, Contracts & Lease Issues**