Kings Hill Parish Council – Sports Park Committee

Minutes of the Meeting held on Tuesday, 23 September 2025 at 6:30 p.m.

Venue: Kings Hill Community Centre

Present: Cllrs Colman, Hartman (Committee Chairman), Kirk, Mclymont and Sherlaw

Also Present: Karen Bell (Parish Clerk), M. sharp (KH Hockey) & TMA (2)

Apologies: Cllrs Barker and Petty

Cllr. Hartman opened the meeting and welcomed all present.

SP 35 Apologies: It was proposed, seconded and:
RESOLVED: To approve the apologies received from Cllr Petty (Holiday) and Cllr Barker (Unwell). **Unanimous**

SP 36 Declarations of Interests / Lobbying / Intention to Record: There were none
Noted

SP 37 Minutes of Previous Meeting

SP 37.1 The minutes from the meeting held on 22 July 2025 were reviewed. It was proposed, seconded and:
RESOLVED: That the minutes be approved as an accurate record of the proceedings. **Unanimous**

SP 37.2 Matters arising not covered elsewhere on the agenda**:** There were none with updates covered under relevant agenda items.
Noted

SP 38 TMBC S106 Allocations: It was reported that a formal request had been submitted to TMBC seeking approval to use existing S106 funds for the emergency irrigation infrastructure at Kings Hill Sports Park. This included:

- Installation of a new irrigation system
- A second water connection

It was noted that the infrastructure was deemed essential for sustainable pitch maintenance and aligned with statutory S106 criteria. TMBC had since confirmed that they were seeking confirming from management and analysing the precise wording of the S106 agreement. **Noted**

SP 39 Irrigation System Management and Cost Implications: The committee received an update on the newly installed emergency irrigation system (Phase 1 & 2) which had been successfully completed. To provide clarity, the Clerk would recirculate the scope of works previously agreed by Council in July 2025. The Clerk confirmed that expenditure to date had been as approved by council. It was noted that Kings Hill Football Club (KHFC) currently had operational control of the watering regime due to limited access to the system's app and manuals. **Noted**

The committee emphasised the need for a formal procedure to govern *when, where, and how* the pitches were watered. It was agreed that TMA should urgently develop and implement clear policies and procedures to ensure consistent and accountable management of the irrigation system. **Agreed**

A pricing strategy for KHFC was briefly discussed, with the suggestion that different categories could be introduced based on the level of watering required. The committee made it clear that water costs should be borne by the user, not by Kings Hill Parish Council (KHPC). TMA confirmed that more detailed pricing discussions were underway with KHFC. **Noted**

The committee requested that TMA register for the water bill, noting that a backdated charge might apply from the time the system was installed. **Agreed**

The committee stressed the importance of monitoring water usage and implementing robust cost control measures. It was reiterated that neither KHPC or TMA was operating on an unlimited budget and that costs could escalate quickly if not carefully managed. **Agreed**

Further discussions regarding the next phase of irrigation planning (Phase 3) would take place following Cllr Petty's return. A brief conversation was held regarding the need for a vehicle or equipment to assist with moving irrigation cables across the pitch. Estimated costs were between £8K and £12K, and it was noted that this item was included in the capital renewals list. **Noted**

Finally, the committee agreed that KHPC would define and communicate its expectations regarding water cost responsibilities. It was reiterated that clarity was needed on whether usage should be subsidised by KHPC or remain a user-funded expense, particularly in relation to KHFC as the primary user. **Agreed**

SP 40 Expansion of Sporting Facilities

SP 40.1. Sporting Facilities

SP 40.1.1 Padel Tennis

Update: Cllr Hartman provided an update on the padel tennis project, with discussion centred on developments since the committee last met. Cllr. Kirk suggested alternative locations including the relaoction of the existing KHFC containers which had been pre-considered and could be reconsidered.

Although the recent funding application to the West Kent Rural Support Fund was unsuccessful, the committee reaffirmed its commitment to pursuing alternative funding options, including potential S106 contributions and other external sources.

Noted

Padel Court Location and Play Area Relocation: A discussion took place regarding the proposed location for the padel courts, which would require the relocation of the younger children's play area. The committee agreed to explore suitable solutions to ensure that all play equipment, including accessible items, is relocated prior to the installation of the padel courts.
Agreed

Vegetation Clearance Quotation: Cllr Hartman introduced a quotation received for vegetation clearance works, which were necessary to enable the padel court project to proceed. It was proposed, seconded, and agreed that the quotation totalling £7,740 [net) would be taken forward to Full Council for approval. It was agreed that prior to any works taking place a meeting would be arranged bewtwen KHPC representation (Cllrs. Hartman and Colman with officer support) and TMBC's Tree Officer. **Agreed**

SP 40.1.2 **Kings Hill Football Club:** KHFC was progressing with its FA funding application and plans to appoint a Design Consultant under the AGP Framework. KHPC had agreed to underwrite up to £35,000 for design and planning, subject to stern conditions. **Noted**

SP 40.1.3 **Kings Hill Hockey (KHHC):** The committee received an update on Kings Hill Hockey Club's (KHHC) ongoing efforts to secure a permanent home following their eviction from Cobdown Sports Ground, which had significantly disrupted their operations and development.

KHHC was currently working with Notts Sports on a planning application focused on pitch layout and spectator facilities. A related application by the London City Lionesses who now occupied the Cobdown Sports Ground was due to be considered by Tonbridge & Malling Borough Council's Area 3 Planning Committee on 25 September 2025. Although KHPC was not permitted to speak at the meeting, it was agreed that the Clerk, Cllr Sherlaw, and Cllr Colman would attend to show support for the hockey club.

The committee noted that KHHC had held multiple meetings with key stakeholders, including TMBC, Sport England, England Hockey, MP Helen Grant, and Borough Cllr Kim Tanner to advocate for the club's future. Despite these efforts, concerns were raised about TMBC's lack of support and what appeared to be a negative stance toward the club's future.

It was also reported that KHHC had been asked to remove their equipment container from the former Cobdown site at short notice. The committee agreed that the container could be relocated to Kings Hill Sports Park. Matt Sharp indicated he was confident in securing funding for the move and would liaise with the Parish Clerk if additional support is required.

SP 40.2 **Prologis Liaison:** The committee expressed frustration at the lack of response from Prologis regarding the Licence to Alter. This delay was impacting progress. Legal contact details were still awaited, despite repeated follow-ups. The issue would be raised again when KHPC met with Prologis on 10 October 2025.

SP 40.3 **Planning Applications:** KHPC had committed up to £20,000 for planning costs. Technical surveys were underway, including ground investigations, drainage assessments, and ecology surveys. A follow-up meeting with Notts Sports was expected in late October or early November.

SP 41 Outside Drinks Area: The committee revisited the proposal for an outdoor drinks area. While the idea remained popular, no formal plans or funding had been developed and it was agreed to defer the initiative for six months. **Agreed**

SP 42 Grounds Maintenance Requirements (2026/2027): The committee reviewed current arrangements and agreed they remain appropriate for 2025/2026. TMA could undertake additional maintenance at its own cost. It was agreed that the Clerk would liaise with TMA regarding any additional maintenance requirements for 2026/2027 which would be considered by the Committee at the next meeting. **Agreed**

SP 43 Committee Budgetary Requirements (2026/2027): Committee Members were invited to submit proposals for projects requiring budget allocation in the next financial year. It was noted that priorities should be identified to support KHPC's strategic goals and ensure adequate resourcing. It was agreed that adequate budgetary provisions should continue to be included in the budget for the replacement of the existing 3G. **Agreed**

SP 44 TMA Liaison

SP 44.1 **Financial Report:** The financial reports for July and August 2025 were received and noted together with the TMA CEO's annotations.

The joint reserve balance at 31.08.25 was noted. Cllr Hartman provided a brief report on a recent discussion held with the TMA CEO. During that conversation, a potential discrepancy was identified concerning the reserve balance held on deposit. It was suggested that the deposited amount may exceed the intended figure. Members were advised that this matter was currently subject to internal review, and the position would be clarified in due course upon completion of the necessary verification processes. **Noted**

SP 44.2 **ROSPA Inspection:** Annual inspections were completed in August. Reports hade been shared with TMA, who would address any remedial actions. **Noted**

SP 44.3 **Outstanding Updates from TMA:** It was reported that updates were awaited on several items, including quotations for 3G nets, tractor servicing and solar glass installation. The committee stressed the importance of timely responses to avoid delays and additional costs. **Noted**

SP 45 **Date of Next Meeting:** Confirmed as Tuesday, 21 October 2025.

SP 46 **Consideration in Private** In accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1(2), it was **AGREED** that the public and press would be excluded from the meeting during consideration of the following items on the grounds that the involved the likely disclosure of confidential information.

SP 46.1 **Leases and Contracts:** The Committee reviewed legal proposals received in relation to the ongoing review of the Funding and Management Agreement and associated lease arrangements. Key areas of discussion included:

- A proposed adjustment to the service fee
- The potential use of reserve funds to offset operational deficits
- Responsibilities relating to irrigation system billing and management

The Committee's feedback would be communicated to the Council's legal representative for comment and referred to Full Council for formal consideration at the next meeting of the Full Council.

There being no additional business, the meeting concluded at 7.45 p.m.

These minutes are not a verbatim record of the meeting but a summary of discussion and decisions made at the meeting
Committee Chairman: ………………………… Date: 21 October 2025