

# KINGS HILL PARISH COUNCIL

Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, Kent ME19 4LG  
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## 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 04 December 2025 at 6.30 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**

**26 November 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 095      Apologies for Absence and Absentees**

**FC 096      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 097      Councillor Vacancies:** To receive information regarding co-options and to consider the one remaining vacancy

**FC 098      Public Forum:** The meeting book will be closed during this part of the meeting

**FC 099      Chairman's Announcements**

**FC 100** **Reports from MP, County Councillor, Borough Councillors & Police representatives if present**

**FC 101** **Minutes**

FC 101.1 To confirm the accuracy of the minutes from the meeting held on 20 November 2025 (Attached)

FC 101.2 To receive an update on any matters arising not included elsewhere on the agenda.

**FC 102** **Matters Requiring Decisions**

**FC 102.1** **Community Centre Bar - Delegation of Next Phase:** To receive information from the Working Group, consider progress and approve required actions.

**FC 102.2** **TMBC Draft Local Plan:** To receive an update on the Tonbridge & Malling Borough Council Draft Local Plan and consider

FC 102.2.1 Organisation for the Parish Council's public meeting on 09 December 2025, including format and key discussion points.

FC 102.2.2 The Council's formal response to the Regulation 18 consultation

**FC 103** **Financial Matters**

**FC 103.1** **Payments for Approval** (Attached)

**FC 103.2** **Receipts for Noting** (Attached)

**FC 103.3** **2026/2027 Budget:** To receive the draft budget and invite feedback from members ahead of further refinement and formal approval. (Attached)

**FC 104** **Sports Park:** To consider any recommendations arising from the Sports Park Committee

**FC 105** **Planning and Transport**

**FC 105.1** **Planning Applications Considered:** To approve the following

**25/01485/PA 5 Hollandbury Park, Kings Hill**  
Retrospective – Erection of a car port  
**OBJECTION**

**25/01788/PA 49 Stirling Road, West Malling,**  
Demolition and removal of rear and side conservatories. Two-storey side extension to create gable end wall and additional pitched roof dormer to front elevation, conversion of existing garages to habitable space and alteration to external openings to rear elevation  
**NO COMMENT**

**25/01851/PA Gibson Building, Gibson Drive, ME19 4LZ**  
Details of Conditions  
**NOTED**

**FC 105.2** **Planning Application for Consideration**  
**25/01815/PA 11 Hawthornden Close, Kings Hill**

Proposed demolition of fire damaged block of garages and replace like for like

**FC 105.3** **Planning Decisions**  
**TM/25/1206** **Blaise Farm Quarry, Quarryman's Road, West Malling**  
**KCC APPROVED**

**25/01641/PA** **4 Hayes Walk, Kings Hill**  
**TMBC APPROVED**

**25/01623/PA** **159a Beacon Avenue, Kings Hill**  
**TMBC APPROVED**

**25/01543/PA** **76 Beacon Avenue, Kings Hill**  
**TMBC APPROVED**

**25/01537/PA** **3 Sunrise Way, Kings Hill**  
**TMBC CERTIFIES**

**24/01270/PA** **Gibson Building, Gibson Drive, Kings Hill**  
**TMBC APPROVED**

**FC 105.4** **2025-2026 Highway Improvement Plan:** To receive information

**FC 106** **Matters for Report – To receive reports from Committees, Working Groups and representatives**

**FC 107** **Administration - Meeting Schedule for remainder of the 2025-2026 Civic Year:** To Note (Attached)

**FC 108** **Matters for the Next Agenda**

**FC 109** **Matters For Noting**  
FC 109.1 KALC Planning Policy Update (Previously Circulated)  
FC 109.2 Parish Fault Reports (November 2025) (Attached)

**FC 110** **Date and Time of Next Meeting:** To confirm as 18 December 2025

**FC 111** **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 110.1 Staffing Matters, Legal, Contracts & Lease Issues