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Kings Hill Parish Council – Sports Park Committee
Minutes of the Meeting held on Tuesday, 21 October 2025 at 6:30 p.m.
Venue: Kings Hill Community Centre

Present: Cllrs. Kirk, Mclymont & Petty

Also Present: Karen Bell (Parish Clerk), TMA (2), KHFC (1) & KHHC (1)

Apologies: Cllrs. Barker, Colman & Sherlaw

Cllr Petty opened the meeting in his capacity as Council Chairman and Deputy Chair of the Committee. He regretfully announced the resignation of former Committee Chairman Mike Hartman and paid tribute to his leadership, drive, and energy in guiding the Committee. It was noted that the appointment of a new Committee Chair would be considered at the next meeting.

SP 47 Apologies for Absence: It was proposed, seconded and:

RESOLVED: To accept the apologies received from Cllrs. Barker (unwell), Colman (Holiday) & Sherlaw (Holiday)

SP 48 Declarations of Interests / Lobbying / Intention to Record: There were none
Unanimous

SP 49 Minutes

SP 49.1

Minutes: It was proposed, seconded and:

RESOLVED: To approve the minutes of the meeting held on 23 September 2025.

By Majority

Cllr. Petty abstained as he was not present

SP 49.2

Matters arising not otherwise covered on the agenda: There were
None
Noted

SP 50 TMBC S106 Allocations: TMBC had confirmed that the Phases 1 and 2 of the Emergency Irrigation Works were eligible for S106 funding,. It was noted that KHPC currently had £135K allocated from 18/01013/OA and that the Clerk was progressing a drawdown request for £61,128.19 covering emergency works, mains connection, and trenching.
Noted

SP 51 Irrigation

SP 51.1

Update: Sportsturf had confirmed that they would be returning to site at the end of October / beginning of November to make it safe and secure for winter and would also be decommissioning the rented equipment. It was noted that upon installation there was a delay in the delivery of the two additional water storage tanks that had originally been offered as part of the installation, rather than delay the project, the contractor took the decision to proceed with the installation of all other components to ensure that water could be delivered to the pitches without interruption this included the connection to the new water supply. Once operational it became clear that the flow rate from the new supply was more than sufficient making the additional tanks unnecessary as a result the order for the tanks was cancelled.

Noted

These minutes are not a verbatim record of the meeting but a summary of discussion and decisions made at the meeting

Committee Chairman:

Date: 25 November 2025

SP 51.2 Water Cost Responsibilities: KHPC reaffirmed that water usage should be funded by users rather than subsidised by the council. However, due to the significant increase in usage following the installation of the irrigation system, the Committee agreed to recommend that KHPC cover the additional costs. TMA would liaise with the Clerk to prepare a clear proposal for Full Council's consideration. **Unanimous**

SP 51.3: A Formal costing and recharging mechanism: A formal costing and recharging mechanism was currently under development. TMA had confirmed registration for the water account and was expected to implement appropriate monitoring procedures. It was noted that water costing proposals had not yet been received from TMA. **Noted**

SP 52 Expansion of Sporting Facilities

SP 52.1.1 Padel Tennis: It was reported that the Grounds clearance quotation (£7,740 net) was considered by Full Council on 16.10.25 and that the council had agreed to defer until the planning stage. A meeting with TMBC's Tree Officer would also be deferred. **Noted**

SP 52.1.2 Kings Hill Football Club (KHFC): KHFC provided an update on their ongoing engagement with the FA, including several meetings and confirmation that a funding bid was expected to be submitted. All required surveys had been agreed, with one drawing pending amendment. KHPC reminded KHFC that updated visuals were required to progress discussions with Prologis. Attention was drawn to the 3G pitch, which was scheduled for relaying in summer 2027 with KHPC allocating funds for this work. The Committee discussed the need for appropriate equipment to maintain the pitch, noting that a specialist 3G tractor was required rather than a standard tractor. Three quotations would be obtained in good time for the pitch relaying works. TMA confirmed that the pitch currently met all health and safety testing requirements. **Noted**

SP 52.1.3 Kings Hill Hockey Club (KHHC): KHHC provided an update on its relocation and development plans at Kings Hill Sports Park. A recent article in *Kent Online* highlighted the club's urgent need for the new facility and its efforts to secure funding to avoid closure after nearly 95 years of operation. The club continued to engage with key stakeholders including Sport England, England Hockey, and MP Helen Grant. Planning permission for the redevelopment of Cobdown Sports had been approved, and KHPC had agreed to host KHHC's equipment container at Kings Hill Sports Park. KHHC confirmed it was now actively exploring all forms of fundraising, including community crowdfunding, to support the construction of a new state-of-the-art hockey pitch. **Noted**

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SP 52.2 Prologis Liaison: KHPC remained frustrated by the lack of response from Prologis regarding the Licence to Alter / Lift and Shift. Legal contact details still awaited. **Noted**

SP 52.3 Planning Applications: KHPC had committed up to £20,000 towards planning costs. Technical surveys, including ground investigations, drainage, and ecology, were underway. A follow-up meeting with Notts Sports was expected in late October or early November. Surveys completed or in progress included a Preliminary Ecological Assessment, Padel Court Appraisal, Biodiversity Net Gain Reports, and Biodiversity Gain Plans. Waterco Ltd had confirmed receipt of KHPC's instruction to proceed with the next stage of the Drainage Strategy (Ref: 17062-K), including an updated Project Plan. A scheme contact would be appointed to provide further details. The contract was initiated on 15 October 2025, with work commencing on 21 October and expected to complete by 26 November 2025. A Health & Safety letter outlining client duties under CDM Regulations 2015 had been received.

Noted

SP 53 2026/2027 Grounds Maintenance Requirements: The Committee reviewed current hedge cutting and bridle path maintenance arrangements, noting that the existing specification - annual flail cutting between the pavilion and all-weather pitch, and along the bridle path remained unchanged. Members discussed the potential inclusion of additional areas, such as the car park, in future maintenance schedules. It was agreed that the Clerk would liaise with TMA to assess options and inform future recommendations ahead of the 2026/2027 budget setting. **Unanimous**

SP 54 TMA Liaison

SP 54.1 Financial Reports: The financial reports for September 2025 were received and noted together with the TMA CEO's annotations. The Committee noted that TMA had instructed its external auditor to clarify the reserve deposit. **Noted**

SP 54.2 Update on Current Issues: Outstanding updates from TMA included

- Quotations for 3G nets - outstanding
- Tractor servicing – quotations outstanding
- Solar glass installation – quotations outstanding

The committee to stressed the importance of timely responses to avoid delays and cost escalation. **Noted**

SP 54.3 Capital and Renewal Expenditure for 2026–2027: The Committee reviewed capital and renewal priorities in preparation for the 2026–2027 budget. Members were invited to submit proposals aligned with KHPC's strategic objectives, including the replacement of the 3G pitch, infrastructure improvements, and the expansion of sporting facilities. It was noted that, in accordance with the Capital and Replacements Lease Matrix under the lease agreement between KHPC and TMA, the only confirmed budgetary provision to date was £900 for a new TV and wall mount. The Committee agreed that the Clerk would liaise with TMA ahead of budget setting to identify any additional requirements thus ensuring alignment with lease obligations. **Unanimous**

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Committee Chairman:

Date: 25 November 2025

SP 55 Date and Time of Next Meeting: Confirmed as Tuesday, 25 November 2025.

SP 56 Consideration in Private

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the Committee resolved to exclude the public and press from the following item due to the confidential nature of the business to be transacted.

SP 56.1 Leases and Contracts: Lease review progress discussed. KHPC solicitors were awaiting feedback from TMA's solicitors.

Noted

There being no additional business, the meeting concluded at 7.36 p.m.

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