

## **Kings Hill Parish Council**

Minutes from the meeting of the Full Council held on Thursday, 04 December 2025 at 6.30 p.m., in the Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, ME19 4LG

**Present:** Cllrs: Barker, Petty (Chairman), Colman, D'Arcy, Kershaw, MacKay, McLymont, Sherlaw & Vincent

**Also Present:** Karen Bell (Parish Clerk), 2 x residents, 2 x TMA & 1 x K. Hockey

**Apologies:** Cllr: Tanner

**Absentee:** Cllr. Kirk

Cllr Petty opened the meeting and welcomed all present including the new Councillors attending their first meeting.

FC 095	<b>Apologies for Absence:</b> It was proposed, seconded and: <b>RESOLVED:</b> To approve the apologies received from Cllr. Tanner (Personal Commitment)	<b>Unanimous</b>
FC 096	<b>Declarations of Interest, Lobbying &amp; Intention to Record:</b> Cllr. Barker declared an interest in planning application 25/01815/PA. There were no other declarations.	<b>Noted</b>
FC 097	<b>Councillor Vacancies:</b> Cllrs Kim Tanner, Charlotte Kershaw, and Michael D'Arcy had completed their Declaration of Acceptance of Office. The one remaining vacancy would be considered on 18 December. The room was cleared thus enabling the two residents interested in being co-opted to have individual conversations with the Council.	<b>Noted</b>
FC 098	<b>Public Forum:</b> No questions raised.	<b>Noted</b>
FC 099	<b>Chairman's Announcements:</b> Councillors were invited to consider judging the 2025 Christmas Lights Competition. Cllrs. Kershaw, Mclymont and Vincent volunteered and would form the judging panel.	<b>Noted</b>
FC 100	<b>Reports from External Representatives</b> <b>County Councillor:</b> Apologies received  <b>Borough Councillors:</b> Cllr. Tanner had submitted a written report which drew attention to the following:	<b>Noted</b>
	<ul style="list-style-type: none"><li>• TMBC were aware that some parking payment machines across the borough had had fake QR codes put on them which linked to a fraudulent site.</li><li>• The Christmas waste collection dates were now on the TMBC website.</li><li>• Round 6 of the Green Business Grant Scheme was open.</li></ul>	

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Chairman: .....

Date: 18 December 2025

**Police:** No report

**FC 101**

**Minutes**

**FC 101.1**

**Minutes from 20 November 2025:** It was proposed, seconded and:

**RESOLVED:** That the draft minutes from the meeting be confirmed as an accurate record of the proceedings.

**By Majority  
4 absents**

**FC 101.2**

**Matters Arising not covered elsewhere on the agenda**

**FC 088.4**

**Town Council Status:** TMBC had been advised of the council's decision to move from parish to town council status. It was noted that as the parish council moved towards town council status that there would be a period of transition with some actions requiring council approval. The matter would be a substantive item for consideration at the next and future meetings.

**Noted**

**FC 102**

**Matters Requiring Decisions**

**FC 102.1 Community Centre Bar:** The Council noted the bar proposals and progress to date including the acquisition of the Point of Sale System. It was further noted that first-round interviews for the Bar Manager role were underway and that a recommendation would be brought to Full Council on 18 December 2025. It was agreed that Cllr Kershaw join the Bar Working Group to progress the project.

**Noted/Agreed**

### **Order of Agenda**

It was agreed to vary the order of business to bring the Sports Park item forward immediately after the Community Bar item. Minute 104 refers.

**Agreed**

**FC 102.2**

**TMBC Draft Local Plan**

**FC 102.2.1 Confirmation of Organisation Arrangements for Public Meeting held on 09 December 2025:** Members noted the community awareness consultation and the arrangements. It was noted that presentations would be made including an opening address from the Chairman / clerk. Members hoped that many residents would attend. Cllr. Barker offered her services to assist with the set-up of the visual presentations

**Noted**

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Chairman: .....

Date: 18 December 2025

**FC 102.2.1 Agree Approach for formal response to Regulation 18 consultation:** Following a discussion, it was proposed, seconded and:  
**RESOLVED:** That the Council prepare its response in-house and seek expert legal advice only on specific points when required.

**Unanimous**

**FC 0103 Financial Matters**

**FC 103.1 Payments approved (12.11.25-25.11.25):** It was proposed, seconded and:

**RESOLVED:** That the payments as per the listing copied to members would be approved and published on the councils website.

**Unanimous**

**FC 103.2 Receipts (07.10.25 – 10.11.25):** Receipts as per the listing copied to members for the period up to 10.11.25 were noted.

**Noted**

**FC 103.3 2026/2027 Budget:** Members reviewed the draft budget for 2026/2027 alongside the supporting reports. It was noted that data from TMBC including the Band D equivalents was still awaited. A discussion took place during which members stated that no further refinements were required to the budget. Following discussion, it was proposed, seconded and:

**RESOLVED:** That as no further refinements were necessary that the council would approve an expenditure budget of £802,810, which required a precept of £500,000.

**By Majority  
2 absents**

**FC 104 Sports Park:** Attention was drawn to the following:

- Matt Sharpe, representing Kings Hill Hockey, provided an update on recent actions.
- The Council noted that the commissioned planning reports had been received and were currently being analysed.
- TMA Chief Executive Officer gave an update on financial matters.

It was noted that a more substantive agenda item relating to the Sports Park would be scheduled for the next meeting on 18 December 2025. All contributors were thanked for their reports and input.

**Noted**

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Chairman: .....

Date: 18 December 2025

FC 105

**Planning & Transport**

FC 105.1

**Planning Applications Considered:** It was proposed, seconded and:

**RESOLVED:** That the following comments submitted to TMBC during the period 07.11.25 – 04.12.25 be approved **Unanimous**

**25/01485/PA 5 Hollandbury Park  
Objection**

**25/01788/PA 49 Stirling Road  
No Comment**

**25/01851/PA Gibson Building  
Noted**

FC 105.2

**Planning Application for Consideration:** It was proposed, seconded and:

**RESOLVED:** That the following comment be submitted to TMBC **Unanimous**

**25/01815/PA 11 Hawthonden Close  
(garage block replacement).  
No Objection**

FC 105.3

**Planning Decisions:** The following planning decisions were noted. **Noted**

**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**

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Chairman: .....

Date: 04 December 2025

FC 105.4

**Highway Improvement Plan (HIP) update:** The Clerk reported on a recent meeting with Kent Highways (KHS) to review progress and next steps for the Kings Hill HIP. It was noted that KHS had suggested KHP reverse the order of its top two priorities. A discussion took place on the HIP priorities which focussed on double yellow line proposals, speed reduction measures, and school parking mitigation. Following a discussion, it was proposed, seconded and:

**RESOLVED:** To retain the existing priorities as set out in the HIP, with double yellow lines remaining Priority 1. Priority 2 remained the introduction of a 20mph speed limit on Queen Street, Milton Lane, and Fortune Way. School parking mitigation (Priority 3) would continue, with Cllr Barker liaising with schools to encourage updated travel plans.

**Unanimous**

It was further

**RESOLVED:** That KHS be asked to advise on the likelihood of progressing all current priorities should the Council commit funding towards their implementation.

**Unanimous**

It was noted that for Worcester Avenue (Priority 4), KHS had raised a works order for four “keep left” bollards at roundabouts to address speeding concerns.

FC 106

**Reports from Committees & Working Groups**

**KALC 2025 AGM:** Cllr Barker reported that she had attended this informative event, she drew specific attention to the Local Government Reorganisation within Kent.

**West Malling Local Plan Presentation:** Cllr Barker reported that she had attended this event.

**BAG AGM:** Cllrs Colman, Sherlaw & Vincent reported that they had attended this event.

FC 107

**Administration: The Meeting Schedule for the remainder of the 2025-2026 Civic Year was agreed.**

**Unanimous**

FC 108

**Matters for the Next Agenda:** Members were reminded to submit items at least 10 days before the next meeting.

**Noted**

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Chairman: .....

Date: 04 December 2025

FC 109	<b>Matters for Noting</b> KALC Presentation – Planning Policy Updates Parish Fault Reports (November 2025)	<b>Noted</b> <b>Noted</b>
FC 110	<b>Date of Next Meeting:</b> Confirmed as 18 December 2025	<b>Noted</b>
FC 111	<b>Consideration in Private:</b> In accordance with the Public bodies Admission to Meetings Act 12960, Section 1 (2) it was <b>AGREED</b> that the public and press would be excluded from the meeting during consideration of the following items on the grounds that they involved the likely disclosure of confidential information.	
	<b>2026/2027 Pension Contribution rates</b>	<b>Noted</b>
	<b>TMA Lease Review:</b> The councils solicitors had suggested a meeting with the Chairman and Clerk	<b>Noted</b>

There being no additional business, the meeting concluded at 8.40 p.m.

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Chairman: ..... Date: 18 December 2025