

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 Apologies for Absence: It was proposed, seconded and:
RESOLVED: To approve the apologies received from Cllr. Tanner
(Personal Commitment) **Unanimous**

FC 096 Declarations of Interest, Lobbying & Intention to Record: Cllr. Barker declared an interest in planning application 25/01815/PA. There were no other declarations. **Noted**

FC 097 Councillor Vacancies: 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. **Noted**

FC 098 Public Forum: No questions raised. **Noted**

FC 099 Chairman's Announcements: Councillors were invited to consider judging the 2025 Christmas Lights Competition. Cllrs. Kershaw, Mclymont and Vincent volunteered and would form the judging panel. **Noted**

FC 100 Reports from External Representatives
County Councillor: Apologies received **Noted**

Borough Councillors: Cllr. Tanner had submitted a written report which drew attention to the following:

- 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.
- The Christmas waste collection dates were now on the TMBC website.
- Round 6 of the Green Business Grant Scheme was open.

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

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 absentions**

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 absentions

- 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 Hawthornden 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:

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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 KHPC 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

Matters for Noting

KALC Presentation – Planning Policy Updates
 Parish Fault Reports (November 2025)

Noted
Noted

FC 110

Date of Next Meeting: Confirmed as 18 December 2025 **Noted**

FC 111

Consideration in Private: In accordance with the Public bodies Admission to Meetings Act 12960, 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 they involved the likely disclosure of confidential information.

2026/2027 Pension Contribution rates**Noted**

TMA Lease Review: The councils solicitors had suggested a meeting with the Chairman and Clerk

Noted

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

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Chairman:

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