

# 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 19 February 2026 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  
10 February 2026**

## **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 165      Apologies for Absence and Absentees**

**FC 166      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.
- Reminder also to disclose Council Tax Arrears in excess of 2 months.

**FC 167      Public Forum:** The meeting book will be closed during this part of the meeting

**FC 168      Chairman's Announcements**

**FC 169**      **Reports from MP, County Councillor, Borough Councillors & Police representatives if present**

**FC 170**      **Minutes**

FC 170.1      To confirm the accuracy of the minutes from the meeting held on 05 February 2026 (Attached)

FC 170.2      To receive an update on any matters arising not included elsewhere on the agenda.

**FC 171**      **Matters Requiring Decisions**

FC 171.1      Local Government Reorganisation: To receive information regarding the Kent Local Government Reform Consultation and consider the councils response (Attached)

**FC 172**      **Administration**

FC 172.1      Transition to Town Council Update: To receive a report for noting and approve any actions requiring council approval

FC 172.2      Governance Suite

FC 172.2.1      Town Council Policies & Procedures: To be approved

FC 172.2.2      Town Council Standing Orders: To be approved

FC 172.2.3      Town Council Financial Regulations: To be approved

FC 172.3      Terms of Reference & Scheme of Delegation (Attached)

FC 172.3.1      To review

FC 172.3.2      Groups and Organisation Representation: To review

FC 172.4      Community Resilience Review (Attached)

**FC 173**      **Finance**

FC 173.1      VAT Return – Quarter 3 2025/2026: To Note (Attached)

FC 173.2      Bank: Reconciliation & Statements at 31.01.26: To note (Attached)

FC 173.3      Budgetary Control at 31.01.26: To Note (Attached)

FC 173.4      Payments for Approval (Attached)

FC 173.5      Receipts for Noting (Attached)

**FC 174**      **Sports Park** (Item to be presented by Sports Park Committee)

FC 174.1      Financial Statements and reports at 31.01.26 (To Follow)

FC 174.2      Sporting Expansion

FC 174.2.1      To receive pre planning reports (attached)

FC 174.2.2      To consider design options for Hockey (Attached)

FC 174.3      Phase 3 Irrigation Works: For further consideration (Information previously circulated)

**FC 175**      **Planning and Transport** (Item to be presented by P & T Committee)

**FC 175.1**      **Planning Applications for Consideration**

**TM/26/00016/LDP      65 Lapins Lane**

Proposed loft conversion with dormer window to rear elevation & rooflight windows to front elevation

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00016/LDP>

**TM/26/00040/FL**

**10 Kings Hill Avenue**

Removal of two existing roller shutters and installation of three windows to the courtyard elevation, comprising two windows within existing shutter openings and one additional window

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00040/FL>

**TM/26/00065/LDP**

**12 Russet Way**

Lawful Development Certificate  
Proposed: Conversion of loft to habitable room with Link-pitched rear dormer

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00065/LDP>

**FC 175.2**

**Planning Decisions for Noting**

**25/02038/FL**

**David Lloyd Leisure, 21 Kings Hill Avenue**

Conversion of existing tennis courts to padel courts with associated lighting (incl. two courts with canopy), removal of fencing and gate and creation of outside seating area with cover and lighting and associated works (revised submission)

**TMBC APPROVED**

**FC 175.3**

**Parish Fault Reports: For Noting**

(Attached)

**FC 176**

**Climate Change & Environment** (Item to be presented by CC & E Committee)

FC 176.1 To receive an update on Climate Change and Environment Issues

FC 176.2 Allotment Report

FC 176.3 Solar Panels Update

**FC 177**

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

FC 177.1 Parish Partnership Panel (05.02.26): Cllr. Barker to report

**FC 178**

**Matters for the Next Agenda**

**FC 179**

**Matters for Noting**

**FC 179.1** Kent Bus Services Update (January – April 2026) (Attached)

**FC 180**

**Date and Time of Next Meeting:** To confirm as 05 March 2026

**FC 181**

**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 180.1      Staffing Matters, Legal, Contracts & Lease Issues