



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **PARISH COUNCIL ON WEDNESDAY 18TH SEPTEMBER 2019 AT 19.30** IN THE **JIM FRY HALL** AT THE KINGS HILL COMMUNITY CENTRE

Members of the Public and Press are welcome to attend

Signed: *Julie Miller* Date of 12th September
Clerk and Responsible Financial Officer Issue: 2019

Members: Cllr S Barker (Chair), Cllr A Board, Cllr C Bridger, Cllr R Cassidy, Cllr M Colman, Cllr C Finlay, Cllr A Lewis, Cllr A Petty, Cllr A Russell, Cllr N Sherlaw, Cllr D Waller, Cllr R Zahidi

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Kings Hill Parish Council's procedure for the recording of meetings is available by request. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity.

Agenda

1. **To receive and accept Apologies for Absence**
2. **To receive Declarations of Interest & lobbying**
3. **Minutes** to receive and approve for signature the minutes of the meeting held on 17th July 2019. (Pages 1-8).
4. **Chairman's Announcements – to receive announcements**
5. **Minutes of committee meetings** – to allow members to ask any questions on decisions made by committees and to receive the minutes for the following committee meetings for adoption:
 - 5.1. Finance & Human Resources Committee Minutes 26/06/2019 (Pages 9-12)
 - 5.2. Planning, Highways & Environment Committee Minutes 03/07/2019 (Pages 13-18)
 - 5.3. Amenities Committee Minutes 10/07/2019 (Pages 19-24)
 - 5.4. Events Committee Minutes 23/01/2019 (Pages 25-26)
 - 5.5. Events Committee Minutes 15/04/2019 (Pages 27-28)
6. **Public Participation Session** – In accordance with Standing Order 3e the meeting will be adjourned for ten minutes to allow members of the public to address the meeting. Members of the public shall not speak for more than three minutes, a question shall not require a response nor start a debate on the question. The chairman may direct that a written or oral response be given.
7. **External Reports**
 - 7.1. To receive report from County Councillor and questions from Council.
 - 7.2. To receive report from Borough Councillor and questions from Council.
 - 7.3. To receive report from Kent Police.
8. **To consider committee memberships.**
9. **To discuss preschool proposals.**
10. **To consider planning application TM/19/01621/FL – Sports Park, Beacon Avenue – Provision of an extension to the side of the existing Sports Pavilion to provide two additional changing rooms, enhancement of existing sports**

pitches with 1 no. additional senior grass pitch, 2 no. tennis courts, 2 no. dual use courts (tennis and netball), 1 no. cricket square and outfield, a 2190m trim train with 6 stations, associated lighting and fencing, and additional parking for 60 cars; being the provision of off-site sport and recreational enhancements required by Outline Application TM/13/01535/OAEA.

11. Liberty Property Trust Planning Applications TM/18/03033/OAEA (Kings Hill Avenue), TM/18/03032/OAEA (Heath Farm), TM/18/03031/OAEA (Amber Lane), TM/18/03034/OAEA (Jubilee Way) and TM/18/03030/OAEA (Tower View and Kings Hill Avenue).

11.1. To consider the parish council's planning appeal strategy.

12. Section 106 Projects

12.1. To appoint subcommittee to manage extension projects.

13. Governance

13.1. To approve updated financial regulations from the National Association of Local Councils. (Pages 29-50)

13.2. To receive updates on the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

13.3. To discuss latest updates on GDPR.

14. To review arrangements (including legal agreements) with other local authorities, not for profit bodies and businesses.

14.1. To note the Clerk will tender for the sanitary services contract at the appropriate time.

15. Strategy

15.1. To receive recommendations from the Strategy Meeting of 17th September 2019.

16. Motions from the Amenities Committee.

16.1. To receive Open Spaces Policy for adoption (pages 51-56)

16.2. To receive Allotment Strategy for adoption (pages 57-66)

17. Supermarket updates

17.1. To receive update on pedestrian access at Waitrose.

17.2. To receive update on Asda car park.

18. To report on any external meetings and events attended with representatives of KHPC. – to allow members to ask any questions and to receive the minutes

18.1. 16/08/2019 - KALC Executive Committee. Cllr Barker attended.

18.2. 20/08/2019 - Planning Appeal for Lavenders Road West Malling Development. Cllr Barker attended.

18.3. 03/09/2019 - KALC F & GP Committee. Cllr Barker attended.

18.4. 05/08/2019 - T & M PPP. Cllr Barker attended.

18.5. 09/09/2019 - Quarterly Meeting with LPT. Cllrs Barker and Cassidy attended.

18.6. 10/09/2019 - Blaise Farm Liaison meeting. Cllr Barker was unable to attend.

19. To report on any future external meetings and events attended with representatives of KHPC. – to allow members to ask any questions and to receive the minutes

19.1. 19/09/2019 - KALC T & M Area Committee. Cllr Barker to attend.

20. To agree a Parish Council representative to join the West Malling Group Patient Participation Group.

21. Administrative & Financial Matters

21.1. To ratify Accounts for Payment –July and August 2019. (Pages 67-80)

- 21.2. To assess any potential risks.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press will be asked to leave the meeting during consideration of item 22

22. Parking Review

- 21.1. To consider parking review proposals.

23. Correspondence and matters for information – see appendix 1

24. Future Meetings

- 24.1. 16th October 2019.

25. Questions from Councillors and future agenda items

Appendix 1

To report Correspondence and matters for information

1. 09/07/2019 – Email from KALC regarding NALC Chief Executive's bulletin.
2. 12/07/2019 – Email from KALC regarding NALC Chief Executive's bulletin.
3. 17/07/2019 – Email from KALC regarding Kent and Medway Energy and Low Emissions Strategy Consultation - deadline 23 September.
4. 17/07/2019 – Email from KALC regarding Annual Policing Survey.
5. 17/07/2019 - Email from KALC regarding Changes to the NHS healthcare system.
6. 19/07/2019 – Email from KALC regarding Bridges guidance.
7. 22/07/2019 – Email from KALC regarding NALC Chief executive's bulletin.
8. 29/07/2019 – Email from Kent Police regarding monthly update.
9. 09/08/2019 – DIS.
10. 12/08/2019 - Summer Newsletter 2019 - Annual Policing Survey edition.
11. 19/08/2019 – KALC Newsletter.
12. 23/08/2019 – DIS 945.
13. 28/08/2019 – Email from TMBC regarding Agenda for Parish Partnership Panel, Thursday, 5th September, 2019, 7.30 pm.
14. 06/09/2019 – DIS 946.
15. 06/09/2019 – Clerks and Councils Direct.