



YOU ARE SUMMONED TO ATTEND THE MEETING OF  
THE **AMENITIES COMMITTEE ON WEDNESDAY 9<sup>TH</sup> SEPTEMBER  
2020** AT 19.30 IN THE **GIBSON SUITE**

**THIS MEETING WILL BE HELD VIA VIDEO CONFERENCE CALL  
DUE TO THE COVID:19.**

**THE ZOOM LOG IN FOR THIS MEETING IS AVAILABLE ON  
WWW.KINGSHILLPARISH.GOV.UK**

Signed: *Julie Miller* Date of 3<sup>rd</sup> September  
Clerk and Proper Officer Issue: 2020  
Members Cllr M Colman (Chair), Cllr S Barker, Cllr A Petty, Cllr N Sherlaw, Cllr D Waller

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 meetings held on 8<sup>th</sup> July 2020. (*Minutes to be physically signed at next available opportunity*) Appendix A
- 4. Chairman's Announcements** – to receive announcements

## Open Spaces

- 5. Allotments**
  - 5.1. To note update on the progress of the project by the Allotment Interest Group to level out the ground surrounding the communal shed. Appendix B
  - 5.2. To note update on shelf installation at allotment communal shed.
  - 5.3. To consider how the committee would like to proceed with the fencing works taking into account the current budget constraints.
  - 5.4. To consider how the committee would like to proceed with the gate works taking into account the current budget constraints.
  - 5.5. To consider how the committee would like to proceed with the perimeter fencing works taking into account the current budget constraints.
  - 5.6. To note plot status.
  - 5.7. To note that the 2019/20 budget for the drainage works has been used to fund the council's deficit. The committee is asked to consider including a drainage budget line in the 2021/22 precept project budget.
  - 5.8. To note quotations are being sought in relation to the CCTV covering the allotment site.
  - 5.9. To discuss the possible setting up of an allotment user group.
- 6. Play Areas and Assets**
  - 6.1. To note that preliminary investigations on hold with regard to the outdoor gym projects for Anson Avenue and the Sports Park due to COVID-19 restrictions.
  - 6.2. To note unauthorised access to parish noticeboards.

7. **To note preliminary enquiries are underway with regard to projects for community payback scheme.**
8. **To consider the risk assessment in relation to the safety of the parade route and attendance of the Remembrance Day event 2020.** Appendix C and D
9. **Motion from Cllr Waller**
- 9.1. To consider requesting funding from Kent County Council for electric charging points for the community centre and sports park.

#### Finance

10. **Finance**
- 10.1. To review financial statements to the end of July 2020. Appendix E  
*Councillors to review income performance and ensure spend costs are within the limits of the approved budgets.*
- 10.2. To consider budget forecast for 2020-21 Appendix F

**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 items 11-13**

#### Community Centre

11. **Operations**
- 11.1. To receive operations report and consider recommendations contained within the report Appendix G
- 11.2. To consider the purchase of new drawings and proceeding with the hiring of a specialist technician. Appendix H
- 11.3. To choose a contractor to undertake the periodic fixed wire testing to include a contingency of £200 to account for any changes in the quotation once on site. Appendix I

#### Sports Park

12. **Operations**
- 12.1. To receive operations report and consider recommendations contained within the report. Appendix J, K, L, M, N and O
- 12.2. To consider boiler works at Kings Hill sports park. Appendix P
13. **To consider email from Tom Tugendhat MP.** Appendix Q

#### The meeting shall be opened to the public

14. **To report external meetings with representatives of the Amenities Committee**  
There were none.
15. **Correspondence and matters for information** – there are none.
16. **Date of next meeting – 11<sup>th</sup> November 2020**
17. **Questions from Committee Members and future agenda items**  
Questions from councillors shall be recorded in the minutes and responded to at a later date.