

To all members of the Council



YOU ARE SUMMONED TO ATTEND THE MEETING OF
THE **AMENITIES COMMITTEE ON WEDNESDAY 11TH NOVEMBER
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 5th November
Clerk and Proper Officer Issue: 2020
Members Cllr M Colman (Chair), Cllr S Barker, Cllr C Finlay, Cllr A Petty, Cllr N Sherlaw, Cllr
D Waller

0Please 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 31st July and 9th September 2020. (*Minutes to be physically signed at next available opportunity*) Appendix A and B
4. **Chairman's Announcements** – to receive announcements

Open Spaces

5. **Allotments**
 - 5.1. To consider issuing a 30 days' notice to vacate for the 11 allotment holders who have failed to return a complete tenancy Agreement by the 1st November 2020 (the extended deadline from 29th September 2020). Appendix C
 - 5.2. To consider continuing with the current 30 days' notice to vacate served on plot 20 as they have still not returned their Tenancy Agreement.
 - 5.3. To approve 6ft x 4ft greenhouse on allotment plot.
 - 5.4. To consider how to proceed with regard to CCTV at the allotment site.
 - 5.5. To consider request from the Allotment Interest Group to reverse decision made at the September Amenities Meeting asking to remove magazines/books/papers from the communal shed
 - 5.6. To note that a funding application form has been sent to the County Members Fund for the mending of the car park fence and the allotment perimeter fencing.
 - 5.7. To note plot status update. Appendix D
 - 5.8. To note that discussing the possible setting up of an allotment user group will be on the January 2021 agenda.
6. **Motion from Cllr Barker**
 - 6.1. To discuss liaising with West Malling Group Practice with regard to offering allotment plots to mental health patients.

7. Play Areas

- 7.1. To note the annual play inspection reports. Appendix E, F and G
- 8. To receive annual tree inspection.** Appendix H, I, J, K and L
- 9. Motion from Cllr Waller**
- 9.1. To note response from Kent County Council regarding obtaining funding for electric charging points for the community centre and sports park if the land is leased and to note applications deadline has passed.

Finance

- 10. Finance**
- 10.1. **To review financial statements to the end of September 2020.** Appendix M
Councillors to review income performance and ensure spend costs are within the limits of the approved budgets.
- 11. To report external meetings with representatives of the Amenities Committee**
 There were none.
- 12. Correspondence and matters for information**
- 12.1. 21/09/2020 – Email from NALC regarding coronavirus update.
- 12.2. 09/10/2020 – Email from Liberty Property Trust regarding the pluto pipeline.
- 13. Date of next meeting – 13th January 2021**
- 14. Questions from Committee Members and future agenda items**
 Questions from councillors shall be recorded in the minutes and responded to at a later date.

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 15-18

Community Centre

- 15. Operations**
- 15.1. To receive operations report and consider recommendations contained within the report Appendix N, O and P
- 15.2. To receive advice from Insurance company regarding fire doors under KHCC
- 15.3. To receive update on issues with lift.

Sports Park

- 16. Operations**
- 16.1. To receive operations report and consider recommendations contained within the report. Appendix Q, R, S, T, U, V, W and X
- 16.2. To note the change of location of the compound whilst the parking works are being undertaken. Appendix Y
- 16.3. To receive update on boiler works at Kings Hill Sports Park and to note that initial investigations are underway regarding the installation of the boiler and certification latent defect.
- 17. Motion from Cllr Finlay.**
- 17.1. To discuss a strategy for the tennis courts when located at the sports park.

18. Complaint Investigations

18.1. To note investigation regarding allotment deposit and formation of complaints committee at next Finance & HR Committee.