



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **PARISH COUNCIL ON WEDNESDAY 15TH JULY 2020 AT 19:30.**

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

**CONTACT THE CLERK FOR MORE INFORMATION ON REMOTE ACCESS.**

Signed: *Julie Miller* Date of 9<sup>th</sup> July 2020  
Clerk and Responsible Financial Officer Issue:

Members Cllr S Barker, Cllr C Bridger, Cllr M Colman, Cllr C Finlay, Cllr A Petty,  
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 17<sup>th</sup> June 2020. Appendix A
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:
  - 5.1. Finance and Human Resources Committee Minutes 29/01/2020 Appendix B
  - 5.2. Planning, Transport and Environment Committee Minutes 12/02/2020 Appendix C
6. **External Reports**
  - 6.1. To receive report from County Councillor and questions from Council.
  - 6.2. To receive report from Borough Councillor and questions from Council.
  - 6.3. To receive monthly report from Kent Police.
7. **Motions from Cllrs Barker, Finlay and Colman**
  - 7.1. That the following minute is reversed  
  
Minute FC/416 It was resolved that the co-option selection process to fill the current vacancies shall take place at the first face-to-face meeting that occurs after the government COVID 19 lockdown restrictions are lifted
  - 7.2. and the motion is now  
  
Co option should take place remotely by Zoom after the summer recess and at a date to be agreed at Full Council on 16th September 2020 . Advertising for the vacancies will be placed on social media, KHPC Website and all Parish Council noticed boards on September 1st 2020 and closing date for receipt of applications will be Monday 14th September
8. **Co-Option Advice**
  - 8.1. To consider report on co-option meeting of 17<sup>th</sup> March. Appendix D

- 9. Five Year Strategy Working Group**
- 9.1. To receive update. Appendix E and F
- 10. To consider new model code of conduct consultation.** Appendix G
- 11. Planning applications – to consider application and agree response by deadline of 21<sup>st</sup> July 2020.**
- 11.1. **TM/88/1002/RVARA (KCC/TM/0121/2020) - Blaise Farm, Kings Hill** On website  
Request for approval of details pursuant to conditions 4, 7, 8, 12, 17 and 27 of planning permission TM/88/1002 relating to 5-year schemes of working, restoration and aftercare, prior approval for static replacement processing plant and ancillary mobile plant and equipment, amended internal road layout, replacement weighbridge and weighbridge office, wheel wash, storage and staff welfare facilities and updated schemes of blasting and blast monitoring.
- 12. To consider recommendations from the Finance & Human Resources Committee.**
- 12.1. To adopt the Protocol for Councillor and Officer Relationships Policy. Appendix H  
12.2. To adopt the General Earmark and Reserves Policy. Appendix I
- 13. Motions from Cllr Barker:**
- 13.1. To consider setting up quarterly meetings with Chairman of neighbouring Parish Councils to work collaboratively to address issues affecting all parishes.  
13.2. To consider which committee s106 should report to.
- 14. Motion from Cllr Bridger**
- 14.1. To discuss poo bins on Kings Hill.
- 15. Administrative & Financial Matters**
- 15.1. To ratify Accounts for Payment – June 2020. Appendix J  
15.2. To assess any potential risks.  
15.3. To receive communications updates for June 2020. Appendix K  
15.4. To note Data Subject Access Request has been responded to.  
15.5. To adopt the Terms of Reference for the Prologis Quarterly Meetings. Appendix L
- 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 16 – 18.**
- 16. To receive update on Sports Park lease.** Appendix M
- 17. To receive solicitor’s letter and consider response.** Appendix N and O
- 18. To consider presentation of the KALC Community Award Certificate.**
- 19. Correspondence and matters for information – see appendix 1**
- 20. Future Meetings.**
- 20.1. 15<sup>th</sup> July 2020

**21. To report external meetings with representatives of KHPC – to allow members to ask any questions and to receive the minutes.**

- 21.1. 24/06/2020 – TMBC Monitoring Officer. Cllrs Barker and Finlay attended.
- 21.2. 02/07/2020 – Prologis Quarterly Meeting. Cllrs Barker, Petty and Waller Appendix P attended.
- 21.3. 04/07/2020 – Soft opening of Linear Park. Cllr Barker attended.
- 21.4. 02/07/2020 – Prologis lease meeting. Cllrs Barker, Petty and Waller attended.

**22. Questions from Councillors and future agenda items.**

**Appendix 1**

**To report Correspondence and matters for information**

- 1. 03/06/2020 – Email from KCC regarding Monthly bus services report for May 2020.
- 2. 03/06/2020 – Email from KALC regarding Kent and Medway Patient Online Survey.
- 3. 09/06/2020 – Email from KALC regarding Covid-19 Recovery Phase.
- 4. 09/06/2020 – Email from KALC regarding COVID-19 update - 8 June 2020.
- 5. 09/06/2020 – Email from NALC regarding NALC publishes new edition of Points of Light.
- 6. 09/06/2020 – Email from Kent Police regarding New Fraud Scam Alerts.
- 7. 10/06/2020 – Email from Kent Police regarding Doorstep Crime Advice.
- 8. 10/06/2020 – Email from KALC regarding risk assessment guide.
- 9. 11/06/2020 – Email from KALC regarding NALC call for evidence - Coronavirus & the future of local government - Labour commission on local govt., housing & transport.
- 10. 11/06/2020 – Email from KALC regarding Action Counters Terrorism Awareness E-learning course.
- 11. 11/06/2020 – Email from KALC regarding COVID-19 update - 10 June 2020.
- 12. 11/06/2020 – NALC Newsletter.
- 13. 11/06/2020 – Email from Kent Police regarding Kent Cuckooing Awareness Campaign.
- 14. 12/06/2020 – Email from KCC regarding Step by Step Kent Men's Sheds - Men's Health Week 15 to 21 June 2020.
- 15. 12/06/2020 – Chief Executive Bulletin.
- 16. 12/06/2020 – Email from Kent Police regarding Kent residents COVID19 Information - June 2020.
- 17. 12/06/2020 – Email from KALC regarding COVID-19 update - 11 June 2020.
- 18. 15/06/2020 – Email from WMGP regarding Face Mask or Covering.
- 19. 16/06/2020 – Email from resident regarding bullying.
- 20. 17/06/2020 – Email from resident regarding a complaint against the council.
- 21. 17/06/2020 – Website enquiry form from a resident in support of the council and their actions.
- 22. 17/06/2020 – Email regarding updates from Gatwick Airport.
- 23. 18/06/2020 – Email from resident regarding the previous complaint against the council.
- 24. 19/06/2020 – DIS 965.
- 25. 19/06/2020 – Email from KALC regarding COVID-19 update - 18 June 2020.
- 26. 19/06/2020 – Chief Executive Bulletin.
- 27. 23/06/2020 – Email from TMBC regarding Latest Information on Covid-19 Funding.
- 28. 24/06/2020 – Email from WMGP regarding Chat with Debbie Dean, Practice Manager,
- 29. 25/06/2020 – Email from WMGP regarding Community Bulletin - news updates.
- 30. 26/06/2020 – Chief Executive Bulletin.
- 31. 26/06/2020 – Email from Kent Police regarding Kent Police backs national seatbelt campaign.
- 32. 30/06/2020 – Email from Kent Police regarding Suspicious activity - Possible Burglary 'marking'.
- 33. 01/07/2020 – Email from KALC regarding COVID-19 update - 30 June 2020.
- 34. 02/07/2020 – Watchout Newsletter.
- 35. 02/07/2020 – Email from KALC regarding COVID-19 update - 1 July 2020.
- 36. 03/07/2020 – Email from KALC regarding information for parish and town councils.
- 37. 03/07/2020 – Chief Executive's Bulletin.

- 38.** 03/07/2020 - Kent Police Rural Task Force Report.
- 39.** 06/07/2020 – Email from KALC regarding KALC’s virtual events.
- 40.** 07/07/2020 – Press release from Maxim regarding Tony Huggell at new Kings Hill park.
- 41.** 07/07/2020 – Email from KALC T&M regarding KALC T & M Area Committee Meeting on 23rd July at 7:30pm via Zoom.