



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **PARISH COUNCIL ON WEDNESDAY 16TH SEPTEMBER 2020 AT 19:30.**

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

THE ZOOM LINK FOR THIS MEETING IS AVAILABLE ON WWW.KINGSHILLPARISH.GOV.UK

Signed: *Julie Miller* Date of Issue: 10th September 2020
Clerk and Responsible Financial Officer

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 15th July 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 27/05/2020 Appendix B
 - 5.2. Planning, Transport and Environment Committee Minutes 03/06/2020 Appendix C
 - 5.3. Amenities Committee 11/03/2020 Appendix D
 - 5.4. Finance and Human Resources Committee Minutes 24/06/2020 Appendix E
 - 5.5. Planning, Transport and Environment Committee Minutes 01/07/2020 Appendix F
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.
Reports of groups of youths around Gibson Drive play area/tennis courts and Liberty Square. Have been engaging with youths and actively trying to stop this ongoing problem and working with the parish council with talks of a potential Skate Park. Regular patrolling of Crispin Way for nuisance vehicles causing ASB and actively moving these vehicles on. Regular patrolling of Kings Hill Sports Park to stop camps being created where youths have been gathering. Have managed to pull down 2 camps to prevent ASB.
7. **To agree meeting date for the councillor co-options.**
8. **To consider recommendations from the Amenities Committee.**
 - 8.1. To adopt policy on recycling and clearance of structures on Kings Hill Allotments. Appendix G

8.2. To adopt allotment strategy. Appendix H

9. Five Year Strategy Working Group

9.1. To receive update.

10. Planning application – to consider applications and agree responses

10.1. TM/20/01841/FL - 26 Lapins Lane Kings Hill

Single storey rear extension with internal alterations, first floor side extension and conversion of garage.

11. Motions from Cllr Barker

11.1. To note that neighbouring parishes are being contacted with regard to setting up quarterly meetings.

11.2. To consider which committee s106 should report to.

11.3. To note update on diversion of footpath M286.

11.4. To review emergency plan

Appendix I

12. Administrative & Financial Matters

12.1. To ratify Accounts for Payment – July 2020.

Appendix J

12.2. To receive Financial Statement – August 2020

Appendix K

12.3. To assess any potential risks.

12.4. To receive communications updates for July and August 2020.

Appendix L
and M

12.5. To consider membership of Rural Services Network.

Appendix N

12.6. To adopt Planning, Transport & Environment amended Terms of Reference.

Appendix O

12.7. To adopt the Sports Park Working Group Terms of Reference.

Appendix P

12.8. To adopt Website Accessibility Statement.

Appendix Q

13. Correspondence and matters for information – see appendix 1

14. Future Meetings.

14.1. 21st October 2020

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

15.1. 02/09/2020 – TMBC Parish Partnership Panel. Cllr Barker attended.

15.2. 08/09/2020 – Blaise Farm Liaison Committee. Cllr Barker attended.

15.3. 09/09/2020 - Meeting with Countryside. Cllr Barker attended.

16. Questions from Councillors 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 17 – 19.

17. To receive emails dated 27th and 30th July 2020 to Cllr Barker.

Appendix R

18. To consider presentation of the KALC Community Award Certificate.

19. To receive update on Sports Park lease.

Appendix 1

To report Correspondence and matters for information

1. 03/07/2020 – DIS 966.
2. 03/07/2020 - NHS Kent and Medway CCG - Community Bulletin Issue Six
3. 06/07/2020 - Debt Leaflet - Citizens Advice
4. 07/07/2020 - The Rural Bulletin - 7 July 2020.
5. 08/07/2020 - RSN Rural Funding Digest - July 2020 Edition.
6. 09/07/2020 – Email from resident regarding the closure of the play areas and sports park.
7. 10/07/2020 – Email from KALC regarding COVID-19 update - 9 July 2020.
8. 10/07/2020 – Email from KCC regarding Monthly bus services report for June 2020.
9. 14/07/2020 – NALC Chief Executive Bulletin.
10. 14/07/2020 - KCC Budget consultation 2020-21 review.
11. 14/07/2020 – Email from KALC regarding COVID-19 update - 13 July 2020.
12. 15/07/2020 – Email from KCC regarding Y2 Crew Summer scheme 2020 for young people aged 8-18 years.
13. 15/07/2020 – Email from KALC regarding COVID-19 update - 14 July 2020.
14. 17/07/2020 – Chief Executive Bulletin.
15. 21/07/2020 – Email from KALC - Chief Executive Bulletin - July 2020.
16. 21/07/2020 – Email from KALC regarding COVID-19 update - 20 July 2020.
17. 21/07/2020 – Coronavirus – Information for parish and Town Councils.
18. 23/07/2020 – Email to Chairman from resident.
19. 24/07/2020 – Email from KALC regarding COVID-19 update - 23 July 2020.
20. 27/07/2020 - Email from KALC regarding Important - 6-month rule - disqualification of councillors who do not attend a meeting for 6 months.
21. 27/07/2020 - NALC Chief Executive Bulletin.
22. 30/07/2020 – Email to Deputy Clerk from resident.
23. 30/07/2020 – Email from KALC regarding NALC consultation - EPC4 – Communities framework & the devolution white paper - deadline 17 August.
24. 31/07/2020 – DIS 968.
25. 02/08/2020 – Email from West Malling Group Practice regarding One You Kent - for your Information.
26. 03/08/2020 – Email from Kent Police – Parish Newsletter.
27. 03/08/2020 – KALC News July 2020.
28. 03/08/2020 – Email from KALC regarding CSSC South East GREEN Message - K'CAS - Email Security and Anti-Spoofing.
29. 05/08/2020 – Email from KALC regarding NHS Kent and Medway CCG - Community Bulletin shielding alert.
- 30.
31. 07/08/2020 - NALC Chief Executive Bulletin.
32. 08/08/2020 – Email from CPRE regarding campaigns update.
33. 10/08/2020 – Email from KALC regarding health & well being workshops.
34. 10/08/2020 – Email from Kent Wildlife Trust regarding Wildlife Trust Report.
35. 10/08/2020 – Email from KALC regarding Covid-19 Financial Impact Survey - deadline 24 August.
36. 11/08/2020 - The Rural Bulletin - 11 August 2020
37. 12/08/2020 – Email from KALC T&M Area Committee regarding LSP Meeting - 19 June.
38. 12/08/2020 – Email from KALC regarding COVID-19 update - 11 August 2020.
39. 12/08/2020 – Email from KALC regarding NATIONAL CSSC Green Message - NFIB Cyber Bulletin - 12 Aug 2020.
40. 12/08/2020 – Email from KALC regarding LGA Consultation on Draft Code of Conduct.
41. 12/08/2020 – Update from Gatwick Airport.
42. 13/08/2020 - Monthly bus services report for July 2020.
43. 14/08/2020 – DIS 969.
44. 14/08/2020 – NALC Chief Executive Bulletin.
45. 18/08/2020 – Email from KALC regarding COVID-19 update - 17 August 2020.

- 46.** 18/08/2020 - The Rural Bulletin - 18 August 2020.
- 47.** 19/08/2020 - Email from KALC regarding LGA Consultation on the Draft Code of Conduct.
- 48.** 19/08/2020 - KALC CEO Bulletin - August 2020.
- 49.** 19/08/2020 - KALC CEO Bulletin - August 2020.
- 50.** 20/08/2020 - Email from KALC regarding COVID-19 update - 19 August 2020.
- 51.** 20/08/2020 - Blaise IVC Liaison Committee - 08th September 2020.
- 52.** 25/08/2020 - Email from TMBC regarding Agenda for Parish Partnership Panel, Thursday, 3rd September, 2020, 7.30 pm.
- 53.** 27/08/2020 - Email from KALC regarding NHS Kent and Medway CCG: Your community news for August 2020.
- 54.** 28/08/2020 - Chief Executive Bulletin.
- 55.** 01/09/2020 - Monthly bus services report for August 2020.
- 56.** 02/09/2020 - Email from KALC regarding COVID-19 update - 1 September 2020.
- 57.** 02/09/2020 - Latest Rural 3 month report.
- 58.** 02/09/2020 - Email from KALC regarding KALC Dynamic Councillor - 1st October 2020.
- 59.** 03/09/2020 - KALC News August 2020.
- 60.** 04/09/2020 - Email from TMBC regarding Parish Partnership Panel - Thursday 3 September - Kent County Council Services Update.
- 61.** 04/09/2020 - Email from KALC regarding SKC Local Area Meeting - Wednesday 09 September at 2pm.
- 62.** 07/09/2020 - Email from Kent Police.
- 63.** 07/09/2020 - Kent Police - Latest Rural 3 month report.
- 64.** 07/09/2020 - Chief Executive Bulletin.
- 65.** 07/09/2020 - Email from KALC regarding PCC Have your say on Policing and Road Safety.
- 66.** 07/09/2020 - Email from NALC regarding building communities.
- 67.** 07/09/2020 - Email from NALC regarding a building communities event.
- 68.** 08/09/2020 - Email from KALC regarding Kent Prepared newsletter Issue One - bringing you the latest Kent Resilience Team news.