



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **PARISH COUNCIL ON WEDNESDAY 21<sup>ST</sup> OCTOBER 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](http://WWW.KINGSHILLPARISH.GOV.UK)**

Signed: *Julie Miller* Date of Issue: 15<sup>th</sup> October 2020  
Clerk and Responsible Financial Officer

Members Cllr S Barker, Cllr C Bridger, Cllr M Colman, Cllr S Falzon-Thomas, Cllr K Kassem-Toufic, Cllr S Kirk, Cllr C Finlay, Cllr A Petty, Cllr N Redding, 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. **Chairman's Announcements – to receive announcements**
4. **To confirm new candidates have signed Declarations of Acceptance of Office.**
5. **Minutes** to receive and approve for signature the minutes of the meetings held on 16<sup>th</sup>, 23<sup>rd</sup> September and 12<sup>th</sup> October 2020. Appendix A, B and C
6. **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:
  - 6.1. Planning, Transport and Environment Committee Minutes 02/09/2020 Appendix D
  - 6.2. Finance and Human Resources Committee Minutes 22/07/2020 Appendix E
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 monthly report from Kent Police.  
Pedal cycle stolen, lanterns damaged outside of house, Range Rover stolen without keys.
8. **Public Consultations**
  - 8.1. To consider Berkeley Homes consultation [www.berkeley-broadwater.co.uk](http://www.berkeley-broadwater.co.uk).
9. **Motion from Cllr Waller.**
  - 9.1. To receive an update on the building of the church on Gibson Drive.
10. **Five Year Strategy Working Group**
  - 10.1. To receive update.

## **11. Community Payback Scheme**

- 11.1. To approve Community Payback Beneficiary Agreement Appendix F  
11.2. To consider projects to allocate to Community Payback

## **12. Motions from Cllr Barker**

- 12.1. To note that neighbouring parishes are being contacted with regard to setting up quarterly meetings.  
12.2. To note emergency plan working group have not met yet.

## **13. To complete bi-annual review of the following: -**

- 13.1. To undertake bi-annual review and adopt CCTV Access Request Form. Appendix G  
13.2. To undertake bi-annual review and adopt CCTV Policy. Appendix H

## **14. To complete annual review of the following: -**

- 14.1. To undertake annual review and adopt Open Space Policy and Procedure. Appendix I

## **15. Administrative & Financial Matters**

- 15.1. To ratify Accounts for Payment – August and September 2020. Appendix J and K  
15.2. To receive an update on a payment break for the Work Loans Board.  
15.3. To assess any potential risks.  
15.4. To receive communications updates for September 2020. Appendix L  
15.5. To consider committee memberships for new councillors.  
15.6. To note the following asset disposals:-
  - Countax Mower.
  - Line Marker.Received £450 for both items.

## **16. Correspondence and matters for information – see appendix 1**

## **17. Future Meetings.**

- 17.1. 18<sup>th</sup> November 2020

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

- 18.1. 10/09/2020 – Countryside Meeting. Cllrs Barker, Colman, Finlay and Petty attended.  
18.2. 21/09/2020 – Blaise Farm Meeting. Cllrs Barker and Finlay attended.  
18.3. 29/09/2020 – Meeting with builder to show progress of new extension. Cllrs Barker, Colman and Petty attended.  
18.4. 08/10/2020 – Liberty Property Trust Quarterly Meeting. Cllrs Barker and Petty attended.  
18.5. 01/10/2020 - KALC T&M Area Committee. Cllrs Barker and Colman attended.

## **19. 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 item 20**

## **20. To consider Covid friendly presentation of the KALC Community Award Certificate.**

## **Appendix 1**

### **To report Correspondence and matters for information**

- 1.** 08/09/2020 – Email from KALC regarding Kent Prepared newsletter Issue One - bringing you the latest Kent Resilience Team news.
- 2.** 10/09/2020 – Email from KALC regarding COVID-19 update - 9 September 2020.
- 3.** 10/09/2020 – Advance notice KALC Area Committee meeting 1<sup>st</sup> October 2020.
- 4.** 11/09/2020 – DIS 971
- 5.** 14/09/2020 – NALC Coronavirus Update.
- 6.** 14/09/2020 – NALC Rebuilding Communities.
- 7.** 15/09/2020 - The Rural Bulletin - 15 September 2020.
- 8.** 18/09/2020 – Chief Executive Bulletin.
- 9.** 18/09/2020 - SEE Newsletter - September 2020.
- 10.** 21/09/2020 – Email from KALC regarding COVID-19 update - 18 September 2020.
- 11.** 21/09/2020 – Chief Executive Bulletin.
- 12.** 22/09/2020 – Rural Bulletin.
- 13.** 23/09/2020 – Email from Cllr Barker regarding KALC T & M Area Committee Meeting 1st October - Policing in T & M.
- 14.** 23/09/2020 – Email from KALC regarding NHS Kent and Medway CCG: Your community news for September 2020.
- 15.** 24/09/2020 – Email from KALC regarding CSSC Green Message - NFIB Cyber Bulletin - 23 Sep 2020.
- 16.** 25/09/2020 – DIS 972
- 17.** 25/09/2020 – Email from KALC regarding Local Government Bulletin 24 September 2020.
- 18.** 25/09/2020 – Chief Executive Bulletin.
- 19.** 29/09/2020 – Email from NALC regarding How do the tiers of local government collaborate?
- 20.** 01/10/2020 – Police Newsletter – September 2020.
- 21.** 01/10/2020 – Email from NALC regarding Find out how to recognise hidden disabilities
- 22.** 02/10/2020 – Email from KALC regarding KRF EU Transition Threat and Risk Assessment.
- 23.** 02/10/2020 – Email from KALC regarding new bitesize courses.
- 24.** 02/10/2020 – Chief Executive Bulletin.
- 25.** 05/10/2020 – KALC News – September 2020.
- 26.** 05/10/2020 – Email from NALC regarding What are the health challenges post COVID-19?
- 27.** 05/10/2020 – Gatwick Announcement.
- 28.** 06/10/2020 – Email from KALC regarding NATIONAL CSSC Green Message - NFIB Cyber Bulletin - 6 Oct 2020.
- 29.** 06/10/2020 - The Rural Bulletin - 6 October 2020.
- 30.** 07/10/2020 – Email from Sustrans regarding Invitation to potential KDL Partnership Members.
- 31.** 08/10/2020 – Email from resident regarding marketing list.
- 32.** 08/10/2020 – Email from West Malling Group Practice regarding Prostate Cancer Talk - 2 November 2020 at 6.00pm.
- 33.** 09/10/2020 - DIS 973
- 34.** 09/10/2020 – Chief Executive Bulletin.
- 35.** 10/10/2020 -Email from CPRE regarding Planning campaign – we’re making progress, and other news.
- 36.** 12/10/2020 – Email from KALC regarding COVID 19 Community Champions Programme.