



# Kings Hill Parish Council



*Enhancing the lives of the Kings Hill Community*

Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, Kent ME19 4LG  
Tel: 01732 870382, Email: [clerk@kingshillparish.gov.uk](mailto:clerk@kingshillparish.gov.uk), web: [www.kingshillparish.gov.uk](http://www.kingshillparish.gov.uk)

## SUMMONS

### TO: All members of the Parish Council

In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting of Kings Hill Parish Council on Thursday 23 March 2023 at 8.00 p.m. or immediately following the Annual Meeting of the Parish which commences at 7.00 p.m. The meeting will be held in the Kings Hill Community Centre, 70 Gibson Drive, Kings Hill, ME19 4LG

*Karen Bell*

**Clerk to the Council**  
**14 March 2023**

## NOTICE OF MEETING

**Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.**

**Public Participation:** A period of time has been set aside during which the Parish Council invites Questions from Parishioners present (15 minutes is allowed for this part of the meeting, the minute book is closed for this part of the meeting)

**RECORDING (AUDIO AND / OR VIDEO OF COUNCIL MEETINGS AND THE USE OF SOCIAL MEDIA):** Members of the public attending this meeting are advised that it may be filmed and recorded. Members of the public are allowed to record the Parish Councillors and Officers from the front of the public seating area only providing it does not disrupt the meeting. Any items in the exempt part of the agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until the member of the public has finished speaking. The use of social media is permitted.

**MOBILE PHONES:** Members of the public are reminded that the use of mobile phones (other than silent) is prohibited at Parish Council and Committee meetings.

## AGENDA

**56/2023 Apologies for Absence:** To receive and approve any apologies.

**57/2023 Declarations of Interests and / or lobbying and intention to record.**

- Reminder to Members to disclose either a Pecuniary Interest or Other Interest in any item on the agenda. The clerk cannot advise members on this, and members are personally responsible for declaring an interest.
- Councillors are also responsible for ensuring that their Registers of Interests are up to date (within 28 days of any changes).
- Members are requested to disclose any lobbying they may have received for items on the agenda
- Reminder to disclose an intention to record, please note that recordings are not allowed during the consideration of confidential items of business

- 58/2023**      **Reports from County Councillor, Borough Councillors, Community Warden and Police Representatives if present**
- 59/2023**      **Minutes**
- 59/2023.1      To approve the minutes from the meeting held on 23 February 2023 (Attached)
- 59/2023.2      To receive an update on any matters arising not included elsewhere on the agenda
- 59/2023.3      To receive the minutes from the meeting of the PTECC Committee held on 02 March 2023 and to consider any recommendations arising from that meeting (Attached)
- 60/2023**      **Finance and Governance**
- 60/2023.1      Bank Reconciliations at 28 February 2023 (Attached)
- 60/2023.2      Financial Transactions for approval
- 60/2023.1      Payments for Approval (Attached)
- 60/2023.2      Receipts for Noting (Attached)
- 60/2023.3      Direct Debit Mandates for Approval: To consider
- 60/2023.4      Sports Park Service Fee for 2023 / 2024 & contribution towards floodlighting costs: To consider. (Attached)
- 60/2023.5      Play Area Stirling Road: To consider enhancements to play equipment provision. (Attached)
- 60/2023.6      KHEM Licence to Alter: To consider councils requirements for 2023 / 2024.
- 60/2023.7      Scribe Software: To consider.
- 60/2023.8      Unity Trust Mandate: To consider mandate changes.
- 60/2023.9      Funding requests: To consider donation requests received from the following:
- 60/2023.9.1      Maidstone Mediation Scheme (Attached)
- 60/2023.9.2      Home Start South West Kent (Attached)
- 60/2023.9.3      Kent Community Rail Partnership (Attached)
- 60/2023.9.4      Marie Curie (Attached)
- 61/2023**      **Sports Park:** To receive a report of recent meetings.
- 62/2023**      **Events and Communications**
- 62/2023.1      To receive report from Working Group
- 62/2023.2      Coronation Events: To receive information.
- 63/2023**      **Elections 2023:** To receive information (Previously circulated)
- 64/2023**      **Members who attended any meeting on behalf of KHPC will be invited to report.**
- 65/2023**      **Matters for the next Agenda**
- 66/2023**      **Public Participation:** A period of up to 15 minutes for members of the public to address the council.
- 67/2023**      **Consideration in Private:** Exclusion of press and public: There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from

the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the data Protection Act and to consider complaints against the council or a code of conduct complaint. To receive and consider information in respect of the following:

- 67/2023.1 Staffing Matters
- 67/2023.2 Legal Matters
- 67/2023.3 Request for Concessionary Hall hire

**68/2023**      **Date and time of Next Meeting:** To confirm as 20 April 2023.

If you would like further information on any of the agenda items, please contact Karen Bell Clerk to the Council by telephoning 01732 870382 or email [clerk@kingshillparish.gov.uk](mailto:clerk@kingshillparish.gov.uk)

**Parish Councillors**

- |   |                             |
|---|-----------------------------|
| Cllr. Sarah Barker                            | Cllr. Margaret Coleman      |
| Cllr. Shakira Falzon-Thomas (Deputy Chairman) | Cllr. Siobhan Kirk          |
| Cllr. Mike Hartman                            | Cllr. David Hurring         |
| Cllr. Felix Mclymont                          | Cllr. Tony Petty (Chairman) |
| Cllr. David Rush                              | Cllr. Neil Sherlaw          |
| Cllr. David Waller                            | Cllr. Angela Vincent        |