



Broomfield and Kingswood Parish Council

<http://www.broomfieldandkingswood-pc.org.uk>



Minutes of the Meeting of the Parish Council

Minutes of the meeting of the Parish Council held virtually via Zoom
on Monday 18 January 2021

Present: Cllr Tina Clark (Chair); Cllr Gareth Davies; Cllr Chris Pink; Cllr Laura Hubbard; Cllr Kat Ross; Ken Pattison; Cllr Aimee Parker (7)

Pam Bower - Clerk

There was two members of the public present.

There were no declarations of intent to record the meeting by Cllrs or members of the public.

Cllr Clark opened the meeting at 19:19

Min No	Item	Action
163	To receive and approve apologies for absence Apologies were received and approved for: Jo Gosden, RFO – maternity leave	
164	Cllrs Declarations of interest in items on the agenda	
164.1	Lobbying – None	
164.2	Personal Interest – Cllr Ross, Items 166.1 and 166.3 Cllr Parker, Items 166.1, 166.3 and 166.4	
164.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) – Cllr Hubbard, Item 166.1	
170.	Finances and Payment of Accounts - RFO	
170.1	Bank reconciliation – December 2020 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. As the meeting was a virtual one, Cllrs resolved that the documents could be signed by two Councillors outside of the meeting.	Cllrs/Clerk
170.2	Responsible Finance Officer's report December 2020 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. As the meeting was a virtual one, Cllrs resolved that the documents could be signed by two Councillor outside of the meeting.	Cllrs/Clerk
170.3	To approve the schedule of payments for January 2021 This was circulated to Cllrs prior to the meeting and Cllrs resolved to approve the schedule of payments.	
170.4	To ratify payments already made in December 2020 Cllrs resolved to ratify payments already made in November 2020.	
170.5	Reconciliation of invoices against cheques and ledger for December 2020 As the meeting was a virtual one, Cllrs resolved that the invoices could be reconciled against the ledger and the invoices and ledger initialled accordingly by a Councillor outside of the meeting.	Cllr/Clerk
170.6	To consider the performance against the 2020/21 budget Cllrs noted the performance against the 2020/21 budget	
170.7	To resolve the level of Precept for 2021/22 After due consideration Councillors agreed to a precept amount of £54,696.29. This will result in a decrease in the amount received by the Parish Council for 2021/22 but means that there will be no change in the parish element of the council tax for each resident in the parish. Clerk to advise MBC accordingly.	Clerk
170.8	To consider a request for a grant from the Heart of Kent Hospice Cllr considered the request and agreed to donate a sum of £500. Clerk to advise accordingly. Cllrs also requested that an item be included in the next issue of the Parish News re the work undertaken by the Heart of Kent Hospice.	Clerk

		Clerk
171	Sports Field	
171.1	Review of the month's Sports Field Inspection Sheets Cllrs were advised that the CCTV is still not working and there are Mole mounds in the playing field.	
171.2	To consider the CCTV in the Sports Field <ul style="list-style-type: none"> • Power to Sports Field • Cabinets at the gate • Trench work for replacement cables and poles <p>Cllrs were advised that the CCTV is not working probably because of the recent heavy rains. The original quotes for a new CCTV system did not include replacement poles and cables so new quotes are now being sourced. Following discussion Cllrs agreed that there should be two poles with cameras in the Sports Field and that trenches should be dug ready for the installation of the poles. Cllrs also agreed that a cabinet should be placed near the entrance gate. Cllr Pink to take forward accordingly.</p>	Cllr Pink
171.3	To consider the Scouts request to erect a pole outside the scout hut to facilitate internet access to the hut The Clerk confirmed that she had emailed the Scouts re this. It was suggested that the Scouts may wish to consider accessing the Parish Council WiFi once the cabinet is installed in the field. The Clerk to email the Scouts accordingly.	Clerk
172.	Policing	
172.1	Crime Figures Cllrs were advised that the statistics held on the Police Data Set are of no use to the Parish Council. Cllrs resolved that a further letter be sent to Insp. Steve King expressing Cllrs' concerns at this. Cllr Davies to draft the letter	Cllr Davies
173.	Moveable SID	
173.1	To consider KCC's response to potential sites for a moveable SID Cllrs were advised that the following locations had been forwarded to KCC for consideration <ol style="list-style-type: none"> 1. Along Broomfield Road near the junction of Ashford Drive and Broomfield Road 2. On the Lenham Road at the entrance to the Sports Field 3. On Gravelly Bottom Road near the Village Hall 4. Somewhere on Charlesford Avenue <p>KCC had responded to say that having looked at the sites on google, it did seem that this was a suitable SID project. However, they would need to visit the sites to check the available space and carry out land ownership and any underground services surveys before confirming viability. This would take place once Covid restrictions are lifted.</p> <p style="text-align: right;">Signed _____</p> <p>Cllrs Davies and Pink agreed to be the contact for this. Clerk to let KCC know.</p>	Clerk
174.	Staff Committee	
174.1	To appoint 2 substitute members of the Staffing Committee Cllrs Ross and Hubbard agreed to be substitute members.	
174.2	To consider the recruitment of a new Parish Clerk Cllrs were advised that the Clerk is moving to Derbyshire in March. Cllrs resolved that the Staff Committee would meet on 25 January at 19:15 via the Zoom application to progress recruitment of a new Clerk. Clerk to organise accordingly.	Clerk
175.	Co-option of Ron Kemp	
175.1	To resolve to co-opt Ron Kemp onto the Parish Council Cllrs unanimously resolved to co-opt Ron Kemp onto the Council. Clerk to advise MBC and book a place on the Dynamic Cllr Training session.	Clerk
176.	Community Award Scheme	
176.1	To resolve to proceed with a Parish Council Community Award Scheme Following discussion Cllrs resolved to proceed with this Award. Clerk to print the flyer which will then be distributed to every household in the village. Clerk to ask residents if they would be willing to deliver the flyer.	Clerk
176.2	To resolve if Cllrs wish to nominate anyone for the KALC community Award Scheme Cllrs resolved not to nominate anyone this year.	

