



# Broomfield and Kingswood Parish Council

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## Minutes of the Meeting of the Parish Council

Minutes of the Parish Council Meeting held at  
Broomfield and Kingswood Village Hall, Kingswood ME17 3PX on Monday 21 February 2022

**Present at meeting:** Cllr Tina Clark (Chairman); Cllr Gareth Davies (Vice Chairman); Cllr Chris Pink and Cllr Aimee Parker

Hayley Roberts - Parish Clerk/RFO

There was 5 members of the public present.

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

Cllr Clark opened the meeting at 7:30pm

Min No	Item	Action
<b>448.</b> 448.1 448.2	<b>To receive and approve apologies for absence</b> Cllr Simon Pearce – personal reasons Cllr Laura Hubbard – childcare issues	
<b>449.</b> 449.1 449.2 449.3	<b>Councillors Declarations of interest in items on the agenda</b> Lobbying – None Personal Interest – Cllr Gareth Davies item 8.10 on the agenda Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) - None	
<b>450.</b>	<b>Welcome by the Parish Council Chairman, Tina Clark</b>	
<b>451.</b> 451.1  451.2	<b>Reports from Representatives of Outside Bodies</b> Kent County Council – County Councillor – Maidstone Rural East – Shellina Prendergast – apologies received due to attending another meeting.  Maidstone Borough Council – Ward Councillor – Gill Fort – apologies received however report below sent prior to the meeting and read out by Clerk at the meeting. Junction 8. Work has started on the new business park at Junction 8. The first units will be available late summer this year.  New Boundaries The council is made up of 55 councillors. The new pattern of wards is being developed. This will mean that some wards in their current form will not exist. The number of councillors is being reduced down to 48. Leeds ward has seen the least growth in resident numbers over the last few years and this exercise is to make sure everyone is fairly represented.  Elections There are local elections this May in some wards however moving on they will be every 4 years.	
<b>452.</b>	<b>To approve the minutes of the meetings of Broomfield &amp; Kingswood Parish Council</b> <b>Minutes of Parish Council Meetings held on 17 January 2022 and 31 January 2022.</b> The above minutes were approved as a true copy and duly signed by Cllr Clark and Cllr Pink.	
<b>453.</b> 453.1	<b>Co-option of Malcolm Clarke</b> To resolve to co-opt Malcom Clarke onto the Parish Council Cllrs unanimously resolved to co-opt Malcolm Clarke onto the Council. Clerk to advise MBC and book a place on the Dynamic Cllr Training session.	<b>Clerk</b>
<b>454.</b>  454.1	<b>Planning Outcomes (for report only)</b> Cllrs noted that MBC had determined the following planning applications:  Application Ref: 21/506421/FULL Proposal: Erection of a first floor extension to the existing bungalow and a part one/part two storey front and side extension. Alterations to fenestration. (Amendment to 21/502735/FULL) Address: The Cedars Gravelly Bottom Road Kingswood Maidstone Kent ME17 3NT <b>MBC Decision: Application Permitted 17.01.2022 Signed _____</b>	

454.2	Application Ref: 21/506383/FULL Proposal: Part retrospective application for the change of use of land to garden with retention of summer house. Address: Dunrovin 17 Charlesford Avenue Kingswood Maidstone Kent ME17 3PE <b>MBC Decision: Application Refused 31.01.2022</b>	
454.3	Application Ref: 21/506212/TPOA Proposal: TPO Application for 1 (T1) Oak – Lift to 5m above ground level to give clearance of property. Address: 6 Nine Oaks Court Kingswood Maidstone Kent ME17 1LW <b>MBC Decision: Application Permitted 20.01.2022</b>	
<b>455.</b>	<b>Actions &amp; Outcomes (for report only)</b> Cllrs discussed outstanding actions and all are progressing. Clerk advised that we are still waiting for a response regarding the process for a Fire Warden, Clerk to chase for second time.	<b>Clerk</b>
<b>456.</b>	<b>Finances and Payment of Accounts</b>	
456.1	Bank reconciliation January 2022 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Parker.	
456.2	Responsible Finance Officer's report January 2022 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pink and Cllr Davies.	
456.3	To approve the schedule of payments for February 2022 This was circulated to Cllrs prior to the meeting and Cllrs resolved to approve the schedule of payments. Signed by Cllr Pink and Cllr Parker.	
456.4	To ratify payments already made in January 2022 This was circulated to Cllrs prior to the meeting and Cllrs resolved to ratify the payments made. Signed by Cllr Pink and Cllr Davies.	
456.5	Reconciliation of invoices against cheques and ledger for January 2022 Councillors reconciled the invoices against the ledger and Cllr Davies and Cllr Parker initialled the invoices and ledger accordingly.	
456.6	To consider performance against the 2021/22 budget Cllrs noted the performance against the 2021/22 budget.	
456.7	To resolve to renew the Parish Council's membership of Rural Kent Cllrs were advised that the annual membership is £90 and following due consideration, Cllrs resolved to renew the Parish Council's membership. Clerk to action accordingly.	<b>Clerk</b>
456.8	To resolve to accept the quote for grass maintenance in the Sports Field and Village Cllrs discussed quotation, last year Cllrs were unable to obtain three quotations due to the job being 'too small' for companies to quote on. Cllrs Pink to contact companies and report back at March meeting.	<b>Cllr Pink</b>
456.9	To discuss finalised Parish Service Scheme Grant and S137 amounts for 2022/23. Cllrs advised that the finalised Parish Service Scheme Grant amount for 2022/23 is £3,287 and the S137 amount per elector for 2022/23 is £8.82.	
456.10	To consider grant request from village Speedwatch group. Cllrs discussed request and resolved to fund the items listed on the request received to the total of approximately £159.50. Clerk to liaise with Speedwatch co-ordinator to arrange.	<b>Clerk</b>
<b>457.</b>	<b>Sports Field</b>	
457.1	Review of the month's Sports Field Inspection Sheets. Cllrs reviewed and no new action required. Cllrs noted comments regarding mole hills and E-Scooter tracks on the field and this will be monitored.	
457.2	To consider three quotations with regards to the pothole repair in the car park and resolve to accept one. Cllrs considered the three quotations obtained and after due consideration resolved to ask Wayne Barker to undertake the repair. Clerk to arrange accordingly.	<b>Clerk</b>
457.3	To discuss and review wording for the sign for the opening and closing of the Sports Field gates Cllrs discussed wording at the meeting. Cllr Davies to produce wording for the sign. <b>Signed _____</b>	<b>Cllr Davies</b>

458. 458.1	<b>Policing</b> Crime Figures Nothing to report.	
459.	<b>To discuss correspondence in relation to the trees on the land owned in Tall Trees Close and to resolve a way forward</b> Cllrs discussed correspondence regarding the two birch trees and resolved to agree to the felling of one tree; T1. Cllrs noted the conditions outlined by MBC planning department and resolved that these conditions should be adhered to by the leaseholder. Clerk to contact leaseholder and advise accordingly.	Clerk
460.	<b>To discuss Parish Council Action Plan for 2022</b> Cllrs discussed draft action plan and Clerk to amend with changes discussed.	Clerk
461. 461.1	<b>The Queens Platinum Jubilee 2022</b> <b>To receive an update and discuss The Queens Platinum Jubilee event arrangements</b> Cllr Clark advised that on the afternoon of the 4 <sup>th</sup> of June 2022 there will be a family event and in the evening a dance will be held. Both to be held at the village hall. Volunteers are required to help organise the event and Cllrs would love to hear from any residents that would be willing to volunteer either to help organise the event itself or to help set up on the day. Cllr Clark and Clerk to continue to make enquiries as per discussion with Cllrs.	Cllr Clark/Clerk
461.2	<b>To discuss correspondence received from RBLI 'Plant a Tree for the Jubilee'</b> Cllrs discussed the planting of a tree and resolved that it is a lovely idea. Clerk to contact RBLI for further information as per Cllrs discussion	Clerk
462.	<b>To discuss KALC Maidstone Committee meeting held on Monday 31 January 2022</b> Minutes were circulated to Cllrs prior to the meeting and Cllr Clark provided feedback	
463.	<b>To consider offer of planters from Maidstone Borough Council</b> After due consideration Cllrs resolved not to accept the offer of planters due to ongoing problems of vandalism and stealing of plants from existing planters in the village. Clerk to advise MBC.	Clerk
464.	<b>To consider the inclusion of a Parish Council article in the Downs Mail</b> After due consideration Cllrs resolved not to advertise in the Downs Mail. It is felt that as the Downs Mail is not delivered to our Parish it would be an unnecessary additional cost. Cllrs did resolve to consider advertising events as and when appropriate in the Downs Mail. Clerk to contact Downs Mail and advise.	Clerk
465. 465.1	<b>Residents' concerns</b> To consider and resolve what if any action to be taken in respect of: Dog fouling Yet again the amount of dog mess around the village has increased significantly. Cllrs discussed and would like to remind residents that all dog mess should be picked up and disposed of in the litter bins provided or taken home to be disposed of. Cllrs will action the spraying of pavements again.	Cllr Parker/Clerk
465.2	Anti-Social Behaviour There has been an increase in antisocial behaviour at the Sports Field and around the village. Amongst other things plants have been stolen from the village planters, e-scooters have caused damage at the Sports Field and motorbikes are being driven in the woods. Our local PCSO is aware. Cllrs and PCSO Shvon De Rose want to reinforce that all incidents no matter how small should be reported to the police so that action can be taken. <a href="https://www.kent.police.uk/ro/report/">https://www.kent.police.uk/ro/report/</a>	
466. 466.1	<b>Any other information</b> <b>Arriva School Bus 89 Service</b> – Feedback from meeting with County Cllr Shellina Prendergast and Arriva received from Cllr Clark and Clerk. Main points from the meeting are that Arriva have allocated a dedicated driver to the journey in the morning. In addition the journey is prioritised by the depot so that a known reliable vehicle is allocated to the working, and the vehicle is checked early enough ahead of its scheduled departure from the depot to ensure that any issues are remedied without disrupting the journey. In addition the local Operations Manager at the depot tracks the journeys performance to highlight any issues. Arriva have asked the Clerk to provide feedback from residents regarding the success of these changes.	
466.2	<b>Number 59 Bus Service</b> – The budget for supported bus services in 2021/22 was £6M net. For the financial year 2022/23 and to support the council achieve a balanced budget, the net budget for supported bus services is proposed to decrease by £2.2M. Accounting for planned inflation, the net budget for 22/23 will be £4.3M.  <b>Signed</b> _____	

	<p>To achieve the net budget will require a significant number of supported bus contracts to be reviewed for withdrawal, in excess of the £2.2M proposed saving, should this be approved as part of the Full County Council meeting in February 2022 when the budget is to be considered. Bus contracts have been reviewed using the KCC criteria. It is proposed to run public consultation on the measures proposed from early February through March 2022, with implementation of contract termination from the end of July 2022 after appropriate notice has been given and due governance observed.</p> <p>The number 59 bus service is one of the services under review and the service could potentially be cancelled all together!</p> <p>The consultation is available using the following link <a href="https://letstalk.kent.gov.uk/bus-funding-reductions">https://letstalk.kent.gov.uk/bus-funding-reductions</a></p> <p>The full report can be read using the link below. <a href="https://democracy.kent.gov.uk/documents/s109372/Report.pdf">https://democracy.kent.gov.uk/documents/s109372/Report.pdf</a></p>	
466.3	<u>Speedwatch</u> – Cllrs expressed their thanks to the volunteers of the Speedwatch group. The group are now active and will be present around the village.	
466.4	<u>Highway Improvement Plan</u> – Clerk provided feedback from meeting with the highways department and County Cllr Shellina Prendergast. Clerk advised the latest highway improvement plan is available on the parish council website. Please do contact the Clerk if there are any matters that you wish to be considered.	
<b>446.</b>	<p><b>Items for next agenda</b></p> <p>To resolve to accept the quote for grass maintenance in the Sports Field and Village</p> <p>To discuss and review wording for the sign for the opening and closing of the Sports Field gates</p>	
<b>447.</b>	<p><b>Parish Council Meetings</b></p> <p><b>The next meeting of the Parish Council is scheduled for Monday 21 March 2022. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.</b></p> <p><b>There was no further business, Cllr Clark closed the meeting at 9.14pm</b></p> <p style="text-align: right;"><b>Signed</b> _____</p>	