



Broomfield and Kingswood Parish Council

www.broomfieldandkingswood-pc.org.uk



Public Notice of a Meeting of the Parish Council

To: All Councillors

You are hereby summonsed to attend a meeting of the Broomfield and Kingswood Parish Council to be held at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX on Monday 20 November 2023 at 7.30pm.

To: All Residents

Members of the public are welcome to join.

Dated: 14th November 2023

Signed: **Hayley Roberts**, Parish Clerk

A G E N D A

Chairman's Announcement: Whilst it is permitted to record this meeting any person, Councillor or member of the public, wishing to do so is obliged to notify the meeting, before commencement of their intention to do so.

Public Forum – The Chairman welcomes members of the public and invites them to speak prior to the start of the Meeting, relating to the Agenda or local issues, (to a maximum of fifteen minutes and three minutes per speaker). You are requested to state your name and address prior to speaking.

No	Item
1.	To receive and approve apologies for absence
2.	Councillors Declarations of interest in items on the agenda
2.1	Lobbying
2.2	Personal Interest
2.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
3.	Reports from Representatives of Outside Bodies Maidstone Borough Council – Ward Councillor – Gill Fort
4.	To approve the minutes of the meetings of Broomfield & Kingswood Parish Council Minutes of Parish Council Meeting held on 18th September 2023 and 16th October 2023
5.	Ratification of Planning consultation 23/504577/FULL 1 Ivy Close Kingswood Maidstone Kent ME17 3QN
6.	Planning Outcomes (for report only)
7.	Actions & Outcomes (for report only)
8.	Finances and Payment of Accounts
8.1	Bank reconciliation October 2023
8.2	Responsible Finance Officer's report October 2023
8.3	To approve the schedule of payments for November 2023
8.4	To ratify payments already made in October 2023
8.5	Reconciliation of invoices against cheques and ledger for October 2023
8.6	To consider performance against the 2023/24 budget
8.7	Ratification of donation of £125 towards the Kingswood Reverse Santa Event on 02/12/2023
8.8	To review and discuss draft budget for 2023/24
8.9	To discuss and approve renewal of Microsoft 365 Business Standard subscription
8.10	To consider request from Heart of Kent Hospice
9.	Sports Field
9.1	Review of the month's Sports Field Inspection Sheets
9.2	To discuss quotations for CCTV equipment and resolve how to proceed
9.3	To discuss car park and wooden bollards and resolve how to proceed
9.4	To discuss the possible installation of BBQ stations at the Sports Field

10.	Policing
10.1	Crime Figures
10.2	Feedback from Parish Councillors meeting with Police Sergeant Paul Cook
11.	To consider and accept the resignation of Cllr Jon Whitcombe
12.	To consider and approve GDPR policy
13.	To receive an update on the Joint Village Hall Project
14.	To discuss and resolve whether to accept and implement NALC National Salary Award 2023/24
15.	To discuss implementation of an Emergency Plan for the Parish
16.	To resolve whether to hold a December Parish Council meeting
17.	Feedback from meeting with KCC in relation to Highways Improvement Plan
18.	To discuss whether to agree to adopt the 2024 KALC Community Awards Scheme and resolve what the nomination process should be
19.	Residents' concerns
20.	Any other information
21.	Items for next agenda
22.	Parish Council Meetings The next meeting of the Parish Council is scheduled for Monday 4th and 18th of December 2023. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.