



Broomfield and Kingswood Parish Council

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



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 3rd April 2023

Present at meeting: Cllr Tina Clark (Chairman); Cllr Gareth Davies; Cllr Chris Pink; Cllr Pearce,
and Cllr Malcolm Clarke

Hayley Roberts - Parish Clerk/RFO

There was one member 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
759.	To receive and approve apologies for absence	
759.1	Cllr Aimee Parker – childcare issues	
759.2	Cllr Steve Lakin – work commitments	
760.	Councillors Declarations of interest in items on the agenda	
760.1	Lobbying – None	
760.2	Personal Interest – None	
760.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) - None	
761.	Welcome by the Parish Council Chairman, Tina Clark	
762.	<p>Reports from Representatives of Outside Bodies</p> <p>Maidstone Borough Council – Ward Councillor – Gill Fort</p> <p>Elections 2023 – elections will take place on the 4th of May 2023, Cllr Fort is standing for election again. A reminder that you'll need to show photo ID when voting in person in some UK elections or referendums. For further information please see https://www.electoralcommission.org.uk/i-am-a/voter/voter-id</p> <p>Maidstone Borough in Bloom Competition - The Maidstone Borough in Bloom competition opened for entries on the 1st of April for everyone who loves to create beautiful gardens and pots. Maidstone Borough Council works with Coolings Garden Centre in Bearsted to run the competition and awards ceremony. Category winners are awarded prizes of up to £25 of Coolings vouchers. Entries open on Saturday 1st of April 2023 and close Friday 30th of June 2023. Judges will start inspecting all gardens, pots or allotments during July. For further information please visit https://maidstone.gov.uk/home/other-services/parks-and-play-areas/primary-areas/parks/tier-3-primary-areas/maidstone-borough-in-bloom</p> <p>Haven Farm Development – The development is for 105 houses and will include a doctors surgery. There has been concerns raised over schools and the loss of the post office. The development will have a detrimental effect on the Leeds Road in particular. Traffic will cause a lot of issues and the developers plan to mitigate this is to install an extra turning lane at The Plough that goes into Leeds. Comments closed on the 27th of March.</p> <p>Ward Cluster Meeting – A lot of the meeting is not relevant to the smaller parishes however I was advised that there will be more police officer presence.</p>	
	Cllr Gill Fort left the meeting at 7.36pm	
763.	To approve the minutes of the meetings of Broomfield & Kingswood Parish Council	
763.1	Minutes of Parish Council Meeting held on 20 February 2023. The above minutes were approved as a true copy and duly signed by Cllr Clark.	
763.2	Minutes of Staff Committee Meeting held on 10 March 2023. The above minutes were approved as a true copy and duly signed by Cllr Davies.	
	Signed _____	

764.	Planning Applications The following Planning Application to be considered and resolved:	
764.1	Application Ref: 23/500804/FULL Proposal: Demolition of existing front porch. Erection of single storey rear extension and front extension to form porch and bay windows, with internal alterations. (revised scheme to 9/503653/FULL being a gable roof to porch and changes to fenestration). Address: Carlyon Gravelly Bottom Road Kingswood Maidstone Kent ME17 3NU Following due consideration, Cllrs had no objections to this application.	
765.	Ratification of planning application; Application Ref: 23/500711/FULL Proposal: Erection of a single storey rear extension to the existing bungalow. Address: The Putlogs Broomfield Road Kingswood Maidstone Kent ME17 3NY Cllrs ratified decision to approve this application.	
766.	Planning Outcomes (for report only) Cllrs noted that MBC had determined the following planning applications: 766.1 Application Ref: 23/500108/FULL Proposal: Erection of a single storey rear extension with pitched roof, garage conversion into a habitable space and internal alterations. Address: Woodcroft 48 Chestnut Drive Kingswood Maidstone Kent ME17 3PJ MBC Decision: Application Permitted 01.03.23 766.2 Application Ref: 22/505382/FULL Proposal: Demolition of an existing bungalow and erection of 2no. detached four bedroom dwellings with associated landscaping. Address: Woodview Lenham Road Kingswood Kent ME17 1LU MBC Decision: Application Refused 24.02.23 766.3 Application Ref: 22/505903/FULL Proposal: Renewal of planning permission 20/500416/FULL for the demolition of the existing fire damaged building and the erection of a replacement commercial/industrial building for Class E (B1), B2 and B8 use. Address: The Homestead Gravelly Bottom Road Kingswood Kent ME17 3NU MBC Decision: Application Permitted 27.03.23	
767.	Actions & Outcomes (for report only) Cllrs discussed outstanding actions. Clerk advised of the following updates... 767.1 On the 20 th of March Cllr Clark and the Clerk attended a meeting in relation to the number 59 bus service. A grant has been secured which will mean that the bus service is able to operate once a week until at least March 2024. This scheme has been provided using Community Transport Funding provided by Kent County Council. The Parish Council along with neighbouring Parish Councils are continuing to liaise with NuVenture to ensure the bus service remains for the longer term. Broomfield and Kingswood Parish Council want to highlight the importance of residents using the bus service if you wish the bus service to remain. 767.2 A salt bin is now in place at the junction of Park Barn Rd/Broomfield Rd. 767.3 Kingswood and Broomfield Village Hall have agreed to be a water distribution site in the event of an emergency. 767.4 On the 10 th of March Broomfield and Kingswood Parish Council arranged a meeting with KCC, Highways and various Parish and Maidstone Borough Councillors in relation to the ongoing road closure and congestion issues. Although due to time constraints the meeting was only brief Cllrs were able to present to KCC and Highways all of the concerns and issues faced by the parishes. Possible solutions to these issues were put forward to KCC and Highways and a further meeting will be held.. It was agreed that a separate meeting would be arranged with SEW to discuss the upcoming six month road closure in Leeds. Cllrs, as are residents, are very concerned about the impact this will have on our parish.	
768.	Finances and Payment of Accounts 768.1 Bank reconciliation February 2023 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Clark and RFO. 768.2 Responsible Finance Officer's report February 2023 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pearce and Cllr Pink. Signed _____	

768.3	To approve the schedule of payments for March 2023 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Clarke and Cllr Davies.	
768.4	To ratify payments already made in February 2022 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pearce and Cllr Pink.	
768.5	Reconciliation of invoices against cheques and ledger for February 2022 Councillors reconciled the invoices against the ledger and Cllr Pearce and Cllr Pink initialled the invoices and ledger accordingly.	
768.6	To consider performance against the 2022/23 budget Cllrs noted the performance against the 2022/23 budget.	
768.7	To sign form to add all Cllrs as signatories on the UTB bank account Cllrs signed form and Clerk to submit to UTB.	
768.8	To consider donation request from the KSS Air Ambulance Charity Cllrs considered request and resolved to donate £500 to KSS Air Ambulance Charity.	Clerk
768.9	To review and complete the insurance pre renewal questionnaire Cllrs reviewed and resolved that no changes should be made. Clerk to respond.	Clerk
769.	Review of the month's Sports Field Inspection Sheets	
769.1	The three steps on the pirate ship have been replaced due to splits.	
769.2	Work on matting repair under the basket swing is now complete.	
769.3	The potholes in the car park are getting worse – Cllrs discussed and resolved to repair. Clerk to obtain quotations.	Clerk
769.4	There has been some damage to the new disabled picnic bench. Cllrs were very disappointment to learn of this and have resolved to report the damage to the police. Clerk to action.	Clerk
769.5	To discuss quotations for replacement bench at Sports Field and resolve to accept one Cllrs discussed all quotations and resolved to accept quotation for rainbow coloured Adult Height Reston Bench Seat at a cost of £366. Clerk to order.	Clerk
769.6	To discuss installing a sign for the Sports Field in relation to motorbikes, quads and scooters Cllrs discussed wording and size of sign and resolved to install two signs. Clerk to obtain quotations.	Clerk
770.	Policing Crime Figures The Parish Clerk advised that between the period of the 20 th of February and the 3 rd of April there are no crimes showing as reported. Cllrs were puzzled by this as they have been approached during this time due to possible criminal activity. Cllrs want to remind residents that <u>everything must be reported to the police</u> so that they can build a case. The following link can be used https://www.kent.police.uk/ro/report or alternatively you can call 111 or 999 for emergencies.	
771.	To discuss and resolve dates for the Annual Parish Meeting and Annual Parish Council Meeting Cllrs discussed and resolved that the Annual Parish Meeting and Annual Parish Council Meeting will be held on Monday the 15 th of May.	
772.	To resolve to adopt the Parish Council Action Plan for 2023 Cllrs considered the plan and asked the Clerk to make some amendments. Clerk to action.	Clerk
773.	To consider request from resident for a salt bin to be place at junction of Ashford Road and Peter Pease Close. Cllrs considered request and advised that they can not find a suitable, safe place for a salt bin to be placed however the Parish Council will continue to investigate where one can be placed.	Clerk
774.	To receive an update on the Joint Village Hall Project Cllr Clark advised that a plan was drawn up and presented to the VH Committee, amendments now need to be made. Await site visit and amended drawings.	Cllr Clark
775.	To discuss Kings Coronation plans Clerk updated Cllrs regarding the Parish Council Coronation Event to be held on Monday the 8 th of May 2pm – 8pm at Kingswood and Broomfield Village Hall. Posters are to be circulated with timings for the day. <div style="text-align: right;">Signed _____</div>	Clerk

776.	To discuss Maidstone Borough Gypsy, Traveller and Travelling Showpeople Development Plan Document Consultation and Call for Sites Cllrs discussed and Cllr Clark advised a need has been identified for 660 pitches/individual caravans in the Maidstone area. Cllrs resolved that there are no suitable sites within our Parish and therefore it is not necessary to comment.	
777.	To discuss repair of noticeboard on Broomfield Green and installation of a new noticeboard at The Sports Field 771.1 Cllrs resolved to repair the cork on the noticeboard on Broomfield Green, Clerk to ask Paul Beaney to repair. 777.2 Cllrs resolved to install a noticeboard at the Sports Field. Noticeboard to be metal to ensure durability. Clerk to obtain quotations.	Clerk Clerk
778.	To discuss South East Waters draft Strategic Direction Statement (SDS) and resolve whether to complete the survey Cllrs discussed and resolved not to complete the survey.	
779.	Feedback from Maidstone KALC Meeting - Monday 27.03.23 Minutes from the meeting on the 27 th of March were circulated prior to the meeting and Cllr Clark provided feedback from the KALC meeting.	
780.	Feedback from March Ward Cluster meeting Clerk provided feedback from meeting. A neighbourhood review took place and a new neighbourhood community model with five functions has been created by Kent Police, this is due to be implemented later this year.	
781.	To consider and resolve whether to purchase further litter pick equipment Cllrs considered and resolved that £80 could be allocated to the purchase of further litter pick equipment. Clerk to purchase.	Clerk
782.	To resolve whether to arrange a village first aid course (to include defibrillator training) Cllrs resolved that this was a great idea especially considering all the up and coming road closures, Clerk to look into cost and report back to Cllrs.	Clerk
783.	To resolve to accept Cllr Lakin's resignation Cllrs resolved to accept resignation of Cllr Lakin.	
784.	Residents' concerns To consider and resolve what if any action to be taken in respect of: 784.1 Pothole Repairs Cllrs discussed and the Clerk has reported the issues raised with the pothole repairs to KCC. The following response was received... <i>Broomfield Road as I am sure you were aware was riddled with lots of safety critical potholes that required urgent attention. The repairs we have carried out are to all, what we have assessed as being a risk to the safety of the highway user. These repairs may not look pretty but with the little amount of money we have left this financial year, the sheer volume of problem areas we have and the lack of resource we have available to us, this is best and quickest way to make the road safe to road users.</i> <i>The road is no longer a safety hazard and we will be back (budgets allowing) in better weather in the new financial year with larger follow up repairs, which would be under a more planned lengthy road closure.</i> 784.2 Dog Mess Litter pick completed on 12 th of March and the amount of dog mess around the village was further highlighted by volunteers. Cllr Davies and Clerk did spray pavements recently but it appears to have had little impact. Clerk reported dog mess on Charlesford Avenue to MBC and this has been cleaned up. Cllrs discussed and Clerk to look into dog poo bag dispensers being added to the noticeboards around the village. 784.3 5G Mast on Chartway Street A 20m 5G phone mast is being erected on the bend near The Ridge Golf Course on Chartway Street. Responses from the Parish have so far been quite positive and as the Parish Council represents residents Cllrs resolved not to take this further. If you would like to see the plans for the mast please visit the planning portal and search for application reference 21/504645/TNOT56. 784.4 Quad bikes and air rifles in the woods There has been reports of quad bikes and air rifles being used in the woods. Please report any incidents to Kent Police and if an emergency call 999. PCSO Shivon De Rose has advised that nuisance bike days of action are taking place over April and May.	Clerk
Signed _____		

784.5	<p>Parking on footpaths Cllrs want to remind residents not to park on footpaths! It is impossible for wheelchairs, pushchairs etc to use the footpath if a car is parked on it.</p>	
784.6	<p>Fly Tipping Fly tipping continues to be an issue in the parish. All fly tipping should be reported to MBC using the following link https://maidstone.gov.uk/home/primary-services/street-care-and-cleaning/litter,-bins-and-street-sweeping/report-fly-tipping</p>	
784.7	<p>Cold Callers Recently cold callers were active in the area. Firstly Cllrs want to thank Kent Police who took the issues of residents very seriously and attended very quickly to an incident. Secondly we want to remind residents of the following; <ul style="list-style-type: none"> •Do not open the door to the doorstep cold caller. •Do not trade on your doorstep. Just say No. •Warn vulnerable family members, friends and neighbours. •If you need home repairs carried out use reputable traders who are members of the KCC Trading Standards approved trader scheme, run in partnership with Checkatrade If you feel afraid or threatened by a doorstep caller, phone 999.</p>	
785.	Any other information	
785.1	<p>Litter Pick Litter Pick took place on Sunday the 12th of March, thank you to all those who volunteered their time and collected a fantastic amount of litter!</p>	
785.2	<p>Parish Council Pop Up Café Coffee morning being held on Thursday the 13th of April at 10.30am – 12.30pm at Kingswood and Broomfield Village Hall. All welcome!</p>	
785.3	<p>Broken manhole cover opposite NISA shop This is due to be repaired on the 13th of April.</p>	
785.4	<p>Speedwatch A lot of sessions were cancelled in February and March due to adverse weather conditions. Since the beginning of 2023 there has been 2000 vehicles counted which includes 60 first time offenders. 65 of the cars were doing a speed of 35m.p.h or above. A lot of the vehicles recorded are those of local residents! PLEASE NOTE: Lorry watch is a separate scheme from Speedwatch, in order for Lorry Watch to operate volunteers are required. If you would be interested in volunteering your time please contact Hayley Roberts, Parish Clerk for further information.</p>	
757.	Items for next agenda	
729.1	To receive an update on the Joint Village Hall Project	
729.2	To discuss Kings Coronation plans	
729.3	To resolve to adopt the Parish Council Action Plan for 2023	
729.4	To discuss installing a sign for the Sports Field in relation to motorbikes, quads and scooters	
758.	<p>Parish Council Meetings The next meeting of the Parish Council is scheduled for Monday 17 April 2023. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.</p> <p>There was no further business, Cllr Clark closed the meeting at 9.49pm</p> <p style="text-align: right;">Signed _____</p>	