



# Broomfield and Kingswood Parish Council

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



## Public Notice of a Meeting of the Parish Council

### To: All Councillors

You are hereby summonsed to attend the Parish Council Meeting of Broomfield and Kingswood Parish Council to be held at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX on Monday 16<sup>th</sup> March 2026 at 7.30pm.

### To: All Residents

Members of the public are welcome to join.

Dated 10<sup>th</sup> March 2026

Signed: **Hayley Roberts**, Parish Clerk

## AGENDA

**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.	<b>To receive and approve apologies for absence</b>
2.	<b>Councillors Declarations of interest in items on the agenda</b>
2.1	Lobbying
2.2	Personal Interest
2.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
3.	<b>Reports from Representatives of Outside Bodies</b>
3.1	Maidstone Borough Council – Ward Councillor – Gill Fort
3.2	Kent County Council – County Councillor – Cllr Sarah Emberson
4.	<b>To approve the minutes of the meeting of Broomfield &amp; Kingswood Parish Council Minutes of Annual Parish Council Meeting held on 16<sup>th</sup> February 2026</b>
5.	<b>Planning Outcomes (for report only)</b>
6.	<b>Actions &amp; Outcomes (for report only)</b>
7.	<b>Finances and Payment of Accounts</b>
7.1	Bank reconciliation February 2026
7.2	Responsible Finance Officer's report February 2026
7.3	To approve the schedule of payments for March 2026
7.4	To ratify payments already made in February 2026
7.5	Reconciliation of invoices against cheques and ledger for February 2026
7.6	To consider the performance of the 2025/26 budget to date To review and complete the insurance pre renewal questionnaire
8.	<b>Sports Field</b>
8.1	Review of the month's Sports Field Inspection Sheets
8.2	To receive an update regarding the car park extension
9.	<b>Policing</b> Crime Figures
10.	<b>To review and resolve to adopt IT Policy 2026</b>

11.	To review details of the proposed new Parish Council website
12.	To discuss the placement of a village bench
13.	To discuss the village planters
14.	To agree a date for the Reverse Santa event in 2026
15.	To discuss and resolve dates for the Annual Parish Meeting and Annual Parish Council Meeting
16.	To review and consider the Parish Council Action Plan for 2026
17.	To agree dates for the 2026 village litter picks
18.	<b>Residents' concerns</b>
18.1	Road maintenance and potholes
18.2	Dog Fouling
19.	<b>Any other information</b>
20.	<b>Items for next agenda</b>
21.	<b>Parish Council Meeting</b>
	The next meeting of the Parish Council is scheduled for Monday 20 <sup>th</sup> April 2026. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.