

Broomfield and Kingswood Parish Council

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Minutes of the Meeting of the Parish Council

Minutes of an extraordinary meeting of the Parish Council held at the Village Hall, Kingswood, on Monday 18 November 2019

Present: Cllr Tina Clark (Chair); Cllr Laura Hubbard; Cllr Mike Darling; Cllr Tom Hoy; Cllr Janet Tandy; Cllr Peter Page; Cllr Gareth Davies (7)

Pam Bower - Clerk Jo Gosden – RFO

There were 4 members of the public present at the meeting

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

Cllr Clark opened the meeting at 19:17

Min No	Item	Action
	 Issues raised by Members of the public: Parish Office How far has the Parish Council progressed this? The Parish Council has formed a working group to take forward the idea of building a Community Centre that would incorporate a Parish Office. The Village Hall is over-subscribed by groups wishing to utilise the premises so the Parish Council would like to be able to offer a space for those groups to use. Why could the village hall not be extended The Parish Council have pursued this, but it is not a viable proposition. Will the residents be consulted? In order to obtain grants/loans towards the costs, resident must have been consulted so another survey will be distributed for residents to complete. Could the land behind the Village Shop be considered? 	
	 This might be outside the village envelope. The member of the public agreed to find out more information on this land. 2) Traffic and roadworks a) Can the Parish Council do anything about the ludicrous barriers that are put out at Warmlake Crossroads when road works are taking place some distance along Chartway Street? 	Member of Public
	 This is within the boundaries of Sutton Valence Parish Council. Following discussion, the Clerk agreed to email KCC about the issue. 1) Footpath along Charlesford Avenue a) Can the Parish Council do anything about the damage to the pavement between Ashford Drive and the Village shop on the right as you walk towards Ashford Drive? A resident fell on the uneven pavement and broke her wrist. 	Clerk Clerk
	 The Clerk to email KCC re this. 2) Damage to the verge on the Lenham Road a) What can the Parish Council do about this? The Chair advised that this was on the agenda for discussion (See item 226.1). 	
209	To receive and approve apologies for absence Cllr Shellina Prendergast Cllr Gill Fort PCSO Shivon de Rose	
210 210.1 210.2 210.3	Councillors Declarations of interest in items on the agenda Lobbying – None Personal Interest – None Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) – None Signed	

211 211.1	Reports from Representatives of Outside Bodies Kent County Council – County Councillor – Maidstone Rural East – Shellina Prendergast – apologies received. No report provided.	
211.2	Maidstone Borough Council – Ward Councillor – Gill Fort. Apologies received and the following report provided: MBC Call for Sites – If every site was agreed it would provide Maidstone with something in the order of 66,000 new homes which, whilst it looks alarming, means that many sites will probably not proceed. Cllr Fort recommends that if anyone has objections to certain sites they should write into the planners.	
212	To approve the minutes of the meetings of Broomfield & Kingswood Parish Council	
212.1	Minutes of the Parish Council meeting held on 21 October 2019 The above minutes were approved and duly signed as a true record by Cllr. Clark	
212.2	Minutes of the Extraordinary Parish Council meeting held on 04 November 2019 The above minutes were approved following amendment and duly signed as a true record by Cllr. Clark	
213 213.1	Actions and Outcomes (for report only) Councillors noted that all actions are either in progress, complete or on the agenda for discussion.	
214 214.1	Planning Outcomes The following applications have been approved/refused by MBC:	
	19/504216/LBC and 19/504215/FULL Park Gate Inn Ashford Road Hollingbourne Maidstone, Kent, ME17 1PG Listed building consent and application for internal and external works, consisting of the reinstatement of existing rear door, blocking up of internal doors and removal of screens, together with the external redecoration of the pub and beer store, Insertion of new entrance arbour and extended patio area Application permitted 21.10.19	
	19/504381/FULL 2 Elder Close Kingswood Maidstone Kent ME17 3PR Erection of single storey rear extension to existing dwelling and erection of 1 no. new semi-detached dwelling Application refused 23.10.19	
	19/504453/ADVL Park Gate Inn Ashford Road Hollingbourne Maidstone, Kent, ME17 1PG Advertisement consent for: 1 no. illuminated double sided timber post pictorial sign 2 no. illuminated house name letter signs 2 no. non-illuminated single sided post mounted sign 1 no. single sided curved post mounted sign with gates 3 no. single sided aluminium signs 1 no. sign written message sign Including installation of 1 no. black lantern light and 18no. low energy LED floodlights Application permitted 11.11.19	
	19/504455/LBC Park Gate Inn Ashford Road Hollingbourne Maidstone, Kent, ME17 1PG Listed building consent for installation new signage 1 no. black lanternlight 19 no. low energy LED floodlights Application permitted 11.11.19	
	Signed	

215. Finances and Payment of Accounts - RFO 215.1 Bark reconciliation - October 2019 This was circulated prior to the meeting, agreed by all and signed by a Councilior and the RFO. 215.2 Responsible Finance Officer's report This item was accounts for payment & ratify payments already made Counciliors resolved to approve the accounts for payments a tratify payments already made Counciliors resolved to approve the schedule of payments for November 2019 Counciliors reconciliad the invoices against ledger for October 2019 Counciliors reconciliad the invoices against the longer and initialled the invoices and ledger accordingly. 216.5 Reconciliant is onsidered epend to date and noted potential areas for overspend and underspend. 216.7 To consider the frant budget for 202021 The draft budget was considered, and further adjustments made. Councillors approved the funder subget for 202021 The draft budget was considered on her work. 216.8 To durther consider the fradit budget for 202021 The draft budget was considered by Councillors as agreed by the Working Group The Report was considered by Councillors and t was agreed that a meeting of the Working Group would take place on Monday 2 December to progress this further. 216.1 To consider KC response re Lenham Road and the potential of a payerment councillors wea advised that alseveral Deeds of Variation w			
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Between 12:01am on Monday 28th of October and 10:658m on Tuesday 28th of October in Lenham Road. Somebody smashed the diver's side window a Honda CR- V parked in the road. They do not appear to have taken anything. On Wednesday 18th of October around 10:33am in Ashford Road. Person/s have broken into an outhouse, awaiting confirmation if anything has been stolen. Between 12:01am on Tuesday 1st of October and 12:30pm on Saturday 15th of October in Ashford Road. Somebody broke into a residential property and its outbuilding and took items. Between 12:01am on Friday 13th of September and 1:30am on Saturday 14th of September in Gravelly Bottom Road. Somebody broke into a caravan and a chicken run at a residential property. It is not yet known what, if anything, was stolen. To monitor the action plan and take appropriate actions Councillors considered the full action plan and noted that all actions are either complete, in-progress or on-going. Councillors were advised that all actions are either to progress this. Taining for Councillors and Staff 221. To consider training that is currently available and resolve if it should be accessed by Councillors/staff Councillors and Staff 222. Sports field 222. Clirs to resolve to accept the quote for the repair of the seated leg press Councillors were advised that its meshould have been about the Teenage Shelter. This to be consider taining the Filtense, who supplied the exercise equipment, have provided two quotes, one for the repair of the seated leg press Councillors were advised that its with Filtense, who supplied the exercise equipment, have provided two quotes, one for the regaring the Todder Swings Councillors were advised that steared updee fave checked the todder swings Councillors were advised that steare updee have checked the todder swings Councillors were advised that steare and regolarities the versing Councillors were advised that steare the swings should be monitored for determoration. Clerk the reak of the two the group should be			
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Signed	223.2		
		Signed	

	Clerk to make this amendment and this to be an agenda item at the January 2020 Parish Council meeting.	Clerk
224 224.1	Website Councillors to consider new website being built within Clerks working hours Councillors were advised that 2 requests had been received from Councillors to change the website being built in the Clerk's own time to be built within her working hours. Following consideration, Councillors resolved that this work should be done during parish hours.	
225 225.1	Feedback from the Coffee Morning, 02.11.19 – Cllr Hoy Cllr Hoy fed back on his conversations at the last Coffee Morning in the Village Hall. Concerns had been raised as to whether the buses used in the pilot scheme would have disabled access and about the damage being done to the Lenham Road by tractors and lorries. The Clerk advised that all buses have disabled access either via a ramp or by the bus lowering. Concern was also raised about damage being done to the verges by tractors and lorries (see Item 226.1).	
226	Damage being done to the road verges in Chartway Street/ Lenham Road by the giant tractors – Cllr Hoy Following discussion, Councillor resolved that a letter should be sent to KCC and MBC raising the issue. Clerk to draft a letter and also report the issue online.	Clerk
227 227.1	Feedback from Village Hall Committee meeting – Cllr Tandy Councillors noted the feedback from the Village Hall Committee meeting.	
228 228.1	Reports Bus meeting, 28.10.19 – Cllr Tandy Councillors noted the feedback from the Bus meeting	
	Cllr Hubbard left the meeting at 22:10 and Jo Gosden left at 22:20	
229 229.1	Any other information John Leigh Pemberton and Kings Woods – Cllr Clark Councillor were advised that the chair has received an email from the owner of part of Kings Woods. Councillors resolved he should be invited to attend a PC meet in the New Year to talk about his plans for the woods	
229.2	Increase in Village Hall Hire Fees Councillors were advised that the Clerk has received a letter advising that the Village Hall Fees will increase in the New Year by 0.50p/hour. Councillors resolved to accept this increase with this decision being ratified at the next PC meet.	Clerk
229.3	Councillors to consider the quote for the repair of the Teenage Shelter Councillors considered the quote for the repair of the teenage table and the ground underneath the shelter. Councillors felt the quote was too high. Clerk to investigate rubber matting and to ask the Village Handyman if this was a job he could undertake.	Clerk
229.4	JPG meeting, 19.11.19 – Cllr Hoy Cllr Hoy advised that he was attending a meeting of the JPG on 19 November to consider MBC's Call for Sites. They are asking Parishes for any issues. Councillors agreed that the Parish Council response could be shared with the Group.	Cllr Hoy
229.5	Letter received from a resident The Clerk read out a letter received from residents concerning flooding near the junction of Gravelly Bottom Road and the Lenham Road and damage being done to the verges from tractors and lorries. The Clerk was asked to acknowledge receipt of the letter and to stress to residents that if there are problems, whilst the Parish Council can report the issue the residents must also report it as this will add more weight with the authorities.	Clerk
229.6	Councillors OneDrive Concerns were raised that some Councillors are having trouble in accessing the OneDrive. It was resolved that those Councillors would meet with the Clerk to resolve the issue.	Clirs/Clerk
	Signed	

230	Items for next agenda Items arising from this meeting would be included on the January 2020 agenda	
231	Parish Council Meetings	
	The next meeting of the Parish Council will be on Monday 20 January 2020, at The Village Hall, Gravelly Bottom Road, Kingswood from 19:15.	
	There was no further business, Cllr Clark closed the meeting at 22.32.	
	Signed	