



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 20 January 2025

Present at meeting: Cllr Gareth Davies (Chairman), Cllr Malcolm Clarke and Cllr Chris Pink.

Hayley Roberts - Parish Clerk/RFO

There was one member of the public present.

Cllr Stuart Jeffrey, Cllr Gill Fort and Cllr Gary Cooke

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

Cllr Davies opened the meeting at 7:30pm

| Min No | Item | Action |
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| 261. | To receive and approve apologies for absence | |
| 261.1 | Cllr Tina Clark - holiday | |
| 261.2 | Cllr Simon Pearce – no apologies received | |
| 261.3 | Cllr Darren Moss – work commitments | |
| 262. | Councillors Declarations of interest in items on the agenda | |
| 262.1 | Lobbying – Item 6.1 Cllr Davies | |
| 262.2 | Personal Interest – None | |
| 262.3 | Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) - None | |
| 263. | To appoint a Chairman for the meeting in the absence of Chairman Cllr Clark Vice Chairman Cllr Davies was present and Cllrs resolved that he should be Chairman for the meeting. | |
| 264. | Co-Option of Councillors Cllrs unanimously agreed to co-opt Robert Mercer and Linda Blainey onto Broomfield and Kingswood Parish Council. Cllr Mercer and Cllr Blainey to complete Co-Option form and return to Parish Clerk ASAP. | |
| 265. | Reports from Representatives of Outside Bodies | |
| 265.1 | Maidstone Borough Council – Ward Councillor – Cllr Gill Fort No new updates, there are a lot of conversations surrounding devolution which Cllr Cooke will discuss in more detail. If there are any issues please do not hesitate to contact me. | |
| 265.2 | Maidstone Borough Council – Ward Councillor – Cllr Gary Cooke Devolution <ul style="list-style-type: none">Government announced its plans just before Christmas when the minister wrote to local leaders concerning proposals that were contained in its general election manifesto .It covers both devolution and local government reform.The two pillars of the government's reforms are Devolution (mayorality) and Local Government Reform (unitary councils).The Government wishes to introduce a new upper tier level of local government which will cover all of Kent and Medway.The mayor will exercise powers that are currently operated by central government and this is intended to increase business development and economic growth.The services of both the district and borough councils will be brought together with those of Kent County Council and Medway which collectively will be reformed to create new unitary councils. This is what is referred to as local government reform.17 counties across the country have applied for a Devolution Priority Plan and 10 will be chosen. All counties that have applied have also applied to postpone the 2025 elections until 2026.The priority plan will lead to elections for the new mayor in May 2026. Signed _____ | |

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| 265.3 | <ul style="list-style-type: none"> New unitary councils will succeed the existing two tiers of local borough and district councils and existing upper tier councils. What this means is that Maidstone Borough Council and Kent County Council will be abolished when the new unitaries are up and running, which is likely to be May 2027. The government has indicated that these new unitary councils should cover a minimum population of 500,000, although nothing has been decided as of yet. Kent favours three unitaries whereas Medway favours four. Currently there are no government proposals to amend or vary the roles and responsibilities of existing Town and Parish councils. A decision will be made at the end of the month about whether Kents application to the Devolution Priority Plan has been successful or not. <p>Road closures – Cllrs discussed the issues faced by residents of road closures. Cllr Cooke agreed to arrange a meeting between County Councillors and representatives from Highways to discuss these concerns in further details. Clerk to liaise with Cllr Cooke in relation to this.</p> <p>Maidstone Borough Council – Leader – Cllr Stuart Jeffrey Cllr Jeffery added to Cllr Cookes explanation of devolution as follows;</p> <ul style="list-style-type: none"> There will be a year overlap/shadowing of Maidstone Borough Council and KCC once the unitary councils have been decided to ensure a smooth transition. Boundaries are unlikely to change but more details will be given if the priority plan is accepted. Devolution will link health care and police services that are already sharing resources. Parish and Town Councils could become more important and unparished areas may need to become parished. | Clerk |
| | Cllr Gill Fort and Cllr Gary Cooke left the meeting at 8.07pm | |
| 266. | <p>To approve the minutes of the meeting of Broomfield & Kingswood Parish Council Minutes of Parish Council Meeting held on 16th December 2024 The above minutes were approved as a true copy and duly signed by Cllr Davies.</p> | |
| 267. | <p>Planning Applications Application Ref: 25/500081/TPOA Proposal: TPO Application to complete works to one sweet chestnut tree (T1) to reduce height to 10m, spread to 4m, lift canopy to 4m clear of ground and where possible keep branches clear of overhanging the private driveway and power cables. Address: East Lodge Lenham Road Kingswood Kent ME17 1LZ After due consideration Cllrs had no objections to this application.</p> | |
| 268. 268.1 268.2 268.3 268.4 | <p>Planning Outcomes (for report only) Application Ref: 24/504587/LBC Address: Leeds Castle Ashford Road Hollingbourne Kent ME17 1PL Proposal: Listed Building Consent for the installation of Portakabin storage building on existing hardstanding. MBC decision: Application permitted 09.01.2025</p> <p>Application Ref: 24/504586/FULL Address: Leeds Castle Ashford Road Hollingbourne Kent ME17 1PL Proposal: Installation of Portakabin storage building on existing hardstanding. MBC decision: Application permitted 09.01.2025</p> <p>Application Ref: 24/504740/FULL Address: The Wren Cross Drive Kingswood Kent ME17 3NP Proposal: Erection of a two storey side extension. MBC decision: Application permitted 09.01.2025</p> <p>Application Ref: 24/504072/TPOA Address: East Lodge, Lenham Road, Kingswood, Kent ME17 1LZ Proposal: TPO application (6 of 1995) to: reduce one oak tree (T2) to a height of 10m and 4m spread and the removal of one sweet chestnut (T1). MBC decision: TPOA Split Refused/ Approved 07.01.2025</p> | |
| 269. | <p>Actions & Outcomes (for report only) Cllrs reviewed and discussed actions and outcomes...</p> <ul style="list-style-type: none"> - Awaiting delivery of speed signs. - As of 17/01 - the works have been ordered to alter the HGV restriction at the southern end of Broomfield Lane and to include the whole of Kingswood too. The works should be carried out in the next 90 days. <p style="text-align: right;">Signed _____</p> | |

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| 270. | Finances and Payment of Accounts | |
| 270.1 | Bank reconciliation December 2024 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting and signed by Cllr Pink and RFO. | |
| 270.2 | Responsible Finance Officer's report December 2024 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting and signed by Cllr Pink and Cllr Clarke. | |
| 270.3 | To approve the schedule of payments for December 2024 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pink and Cllr Clarke. | |
| 270.4 | To ratify payments already made in November 2024 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting and signed by Cllr Pink and Cllr Clarke. | |
| 270.5 | Reconciliation of invoices against cheques and ledger for November 2024 Cllrs reconciled the invoices against the ledger Cllr Clarke and Cllr Blainey initialled the invoices and ledgers accordingly. | |
| 270.6 | To consider performance against the 2024/25 budget Circulated prior to meeting. Clerk reviewed budget for the year 2024/25 so far. | |
| 270.7 | To resolve the level of precept for 2025/26 After due consideration and review of the adopted budget for 2025/26 Cllrs agreed to recommend maintaining the current band D charge. The current band D charge of £85.00 will generate a precept of £60,923.00 from the tax base for 2025/26. There would be a decrease of £745.00 in total funding to the Parish Council.. There would be no change in the parish element of the council tax for each resident. Clerk to action. | Clerk |
| 271. | Sports Field | |
| 271.1 | Review of the month's Sports Field Inspection Sheets Potholes are appearing in the car park, still quite small at the moment. There are some fallen trees in the surrounding woodland which has been reported to Ulcombe PC as it is within their boundary. The fallen tree has been cleared from the Sports Field. Cllrs resolved to monitor the potholes and repair as required. | |
| 271.2 | To discuss incident at Sports Field Cllrs have been made aware of an incident at the Sports Field whereby a runner was bitten by a dog. The incident has been reported to the police and the resident has been visited by the police. Cllrs wish to remind residents using the Sports Field that all dogs must be kept under control to safeguard all users of the field. | |
| 272. | Policing | |
| 272.1 | Crime Figures On Saturday 14th of December around 22:47 in Gravelly Bottom Road. Somebody broke into a Mercedes E320 parked outside a residence. Crime Report No. 46/212761/24 - Posted 17/12/2024 | |
| 272.2 | Parish Clerk has spoken to PC Phillips regarding the issue raised of reports not showing. PC Phillips advised that EWatch is the correct place to look for data on crimes in our Parish however not all data is published on there for various reasons including being unable to be due to an investigation or not being allowed to be published due to the nature of the report. Cllrs discussed and this issue will be raised at the next cluster meeting with Kent Police. | Clerk/Cllr Davies |
| 273. | To receive an update on the Joint Village Hall Project Cllr Clarke advised there has been no progress since the last meeting at present. Costings are still being obtained. | |
| | Cllr Stuart Jeffrey left the meeting at 8.40pm and returned at 8.42pm | |
| 274. | To consider purchasing and placing a salt bin at Broomfield Church Request received from resident for a salt bin at the church due to funerals and other church services. Cllrs discussed and resolved that it would be beneficial to the Parish to place a salt bin at this location due to the church and it being a residential area. Clerk to speak to KCC to see if a salt bin can be placed there by KCC, Cllrs resolved that if this is not possible the Parish Council will fund a salt bin at a cost of £95.95 plus VAT. Clerk to action. Signed _____ | Clerk |

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| | Cllr Gareth Davies adjourned the meeting at 8.44pm and resumed the meeting at 8.47pm | |
| 275. | Residents' concerns | |
| 275.1 | Ice/snow and the gritting of pavements and roads Query received from resident regarding why the pavements and roads are not gritted. Cllrs discussed and advised this is not something the Parish Council has any powers over as it is the responsibility of KCC. Cllrs asked the Clerk to refer the resident to Cllr Shellina Prendergast from KCC in relation to her concerns. Cllrs advised that the village has never been gritted and one reason for this is that the grit vans are unable to access all of the roads. Councillors have previously provided extra salt bins in problem areas that residents can access. | |
| 275.2 | Potholes in Pitt Road Issue raised by resident at the last meeting. Clerk has contacted KCC and Cllr Shellina Prendergast and awaits a response. | |
| 275.3 | Parking on pavements Resident contacted Clerk over the festive period regarding cars parking on pavements. Please can we remind residents to park responsibly. We need to ensure access for all residents, particularly disabled residents and parents with buggy's. If you come across an obstruction to the pavement Cllrs suggest calling 101 or reporting to Kent Police online. | |
| 275.4 | Dog fouling Still a big issue especially at the sports field and around certain roads in the parish. Clerk has contacted MBC who have spray painted pavements. We are in touch regarding the issue and the Clerk is reporting any areas that require cleaning by MBC. Please do contact the Clerk regarding any concerns. Cllrs remind residents that it is an offence and a fine can be issued to anyone who is not picking up their dogs mess. | |
| 276. | Any other information | |
| 259. | Items for next agenda | |
| 259.1 | To receive an update on the Joint Village Hall Project | |
| 259.2 | To discuss VE Day and whether to hold a celebration | |
| 259.3 | To receive an update on the CCTV installation | |
| 260. | Parish Council Meetings The next meetings of the Parish Council are scheduled for Monday 17th February 2025. The meetings will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm. Cllr Davies closed the meeting at 9.08pm <div style="text-align: right;">Signed _____</div> | |