



Broomfield and Kingswood Parish Council

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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 the Village Hall, Gravelly Bottom Road, Kingswood on 21 October 2019 at 7.15pm.

Dated: 15 October 2019

Signed: *Pam Bower* Parish Clerk

A G E N D A

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
3.1	Kent County Council – County Councillor – Maidstone Rural East – Shellina Prendergast
3.2	Maidstone Borough Council – Ward Councillor – Gill Fort
4.	Drainage on the Lenham Road near the Sports Field
4.1	To consider KCC's suggestion that a holding ditch be created along the carriageway side
5.	Planning Applications
5.1	The following Planning Application to be considered and resolved: Application: 19/505031/FULL Proposal: Single storey extension with basement. Location: Barnhall Lodge Gravelly Bottom Road Kingswood, Maidstone Kent ME17 3NS
5.2	To consider if Cllrs which to modify/withdraw previous representations re the following: Notification of Appeal Lodged with the Planning Inspectorate Proposal: change of use of land for residential caravan site for two gypsy families, each with one mobile home one touring caravan and one amenity building, with associated hardstanding Location: The Glen, Pitt Road, Kingswood An appeal has been lodged by Mr Thomas Jenkins in relation to the above for the following reason: Maidstone Borough Council has refused permission for this application
5.3	Cllrs to ratify the decision taken at the September Parish Council meet to approve planning application 19/503070/FULL, 44 Cayser Drive Kingswood Maidstone Kent ME17 3QD, Erection of a 6ft fence. Extension to the existing dropped kerb for access to hardstanding.
6.	Planning Outcomes
7.	Parish Office
7.1	To further consider acquiring a Parish Office
7.2	To consider KCC response re Lenham Road and the potential of a pavement

8. 8.1	Co-option of Amiee Parker as a Councillor To formally co-opt Aimee Parker onto the Parish Council
9. 9.1	Staff Committee meeting – Cllr Darling To feedback on the Staff Committee Meeting, 15.10.19
10. 10.1 10.2 10.3	To approve the minutes of the meetings of Broomfield & Kingswood Parish Council Minutes of the Parish Council meeting held on 16 September 2019 Minutes of the Extraordinary Parish Council meeting held on 07 October 2019 Minutes of the Staff Committee meeting held on 15 October 2019
11.	Actions & Outcomes (for report only)
12. 12.1 12.2 12.3 12.4 12.5 12.6 12.7 12.8 12.9	Finances and Payment of Accounts - RFO Bank reconciliation – September 2019 Responsible Finance Officer's report To approve accounts for payment & ratify payments already made To approve the schedule of payments for September 2019 Reconciliation of invoices against cheques and ledger for September 2019 To consider the ½ year audit report of the Internal Auditor To further consider the draft budget for 2020/21 Cllrs to ratify the decision taken at the September 2019 Parish Council meet to apply to use the Members Grant for various sports field maintenance costs To approve continued donation to RBLI for commemorate 'B' wreath
13. 13.1	Broomfield and Kingswood Financial Regulations To resolve to adopt the amended Broomfield and Kingswood Financial Regulations
14. 14.1	2020/21 Budget To further consider a second draft of the Parish Council's 2020/21 budget
15. 15.1	Policing Crime Figures
16. 16.1	Parish Council Action Plan To monitor the action plan and take appropriate actions
17 17.1	Training for Councillors and Staff To consider training that is currently available and resolve if it should be accessed by Councillors/staff
18. 18.1 18.2 18.3 18.4	Sports field To resolve final position of dog hitching post and whether a sign should be attached. To receive an update on repairs to play area equipment To consider quotation for replacement of Junior Swings To consider quotations for opening and closing the Sports Field Gates
19. 19.1 19.2	Policies and Procedures Councillors to resolve to adopt the following policies: Code of Conduct Health & Safety Policy
20. 20.1	Precept Flyer Cllrs to consider the production of a flyer to provide precept information to residents
21.	Feedback from Village Hall Committee meeting – Cllr Tandy
22. 22.1	Neighbourhood Watch Co-ordinator Cllr to consider how to progress getting a neighbourhood watch co-ordinator for the parish
23. 23.1	Financial Regulations Cllrs to resolve to adopt the updated Financial Regulations

24. 24.1	Reports Maidstone KALC Area meeting – Cllr Clark
Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press will be excluded from item 25	
25. 25.1	Maidstone Borough Council's Call for Sites To consider submissions relevant to this parish, to Maidstone Borough Councils' Call for Sites
The meeting will be re-opened to the public	
26. 26.1	Any other information Carrs Coaches
27.	Items for next agenda
	Parish Council Meetings The next meeting of the Parish Council will be on Monday 18 November 2019, at The Village Hall, Gravelly Bottom Road, Kingswood from 19:15.