



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 15th December 2025 at 7.30pm.

To: All Residents

Members of the public are welcome to join.

Dated 9th December 2025

Signed: **Hayley Roberts**, Parish Clerk

A G E N D A

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.	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)
	Reports from Representatives of Outside Bodies Maidstone Borough Council – Ward Councillor – Gill Fort Kent County Council – County Councillor – Cllr Sarah Emberson
3.	To approve the minutes of the meeting of Broomfield & Kingswood Parish Council Minutes of Annual Parish Council Meeting held on 17th November 2025
4.	Planning Applications
4.1	Application Ref: 25/504671/FULL Proposal: Section 73 - Application for Minor Material Amendment to approved plans condition 2 (to allow for a change of the design and the external appearance of the approved dwelling.) pursuant to 24/502642/FULL Section 73 - Application for minor material amendment to approved plans condition 2 (to enable a minor change to the position of the approved dwelling) pursuant to 21/500168/FULL for - Demolition of the existing dwelling Loxley House and the erection of replacement dwelling with amenity space, landscaping and access. Address: Loxley House Gravelly Bottom Road Kingswood Kent ME17 3NT
4.2	Application Ref: 25/504698/TPOA Proposal: TPO application to reduce one Sweet Chestnut (T1) to a height of 14m and 3m spread and removal of two Sweet Chestnut (T2 and T3). TPO 6 of 1992. Address: 6 Nine Oaks Court Kingswood Kent ME17 1LW
5.	Planning Outcomes (for report only)
6.	Actions & Outcomes (for report only)

7.	Finances and Payment of Accounts
7.1	Bank reconciliation November 2025
7.2	Responsible Finance Officer's report November 2025
7.3	To approve the schedule of payments for December 2025
7.4	To ratify payments already made in November 2025
7.5	Reconciliation of invoices against cheques and ledger for November 2025
7.6	To consider the year end performance against the 2024/25 budget
7.7	To discuss and adopt the draft budget for 2026/27
7.8	To discuss the Parish Council credit card
7.9	To consider grant funding request from Marie Curie
8.	Sports Field
8.1	Review of the month's Sports Field Inspection Sheets
8.2	To consider quotations for car park extension and resolve how to proceed
9.	Policing Crime Figures
10.	To discuss the Maidstone Gypsy, Traveller and Traveling Showpeople Development Plan Document – Preferred policies and Potential sites (Regulation 18c) Consultation
11.	To review the Parish News
12.	To receive feedback from the Reverse Santa Event
13.	To discuss converting the Parish Council website to .gov.uk
14.	To receive feedback from the Ward Cluster meeting
15.	To review request from The Village Hall Committee in relation to the defibrillator
16.	To review quotation in relation to defibrillator inspections and resolve how to proceed
17.	Residents' concerns
18.	Any other information
19.	Items for next agenda
20.	Parish Council Meeting The next meeting of the Parish Council is scheduled for Monday 19th January 2026. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.