



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 September 2021

Present at meeting: Cllr Tina Clark (Chairman); Cllr Gareth Davies (Vice Chairman), Cllr Simon Pearce; Cllr Laura Hubbard, Cllr Aimee Parker and Cllr Katherine Ross

Hayley Roberts - Parish Clerk

Joanne Gosden - RFO

There was 4 members of the public present.

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

Cllr Clark opened the meeting at 7:30pm

Min No	Item	Action
366. 366.1	To receive and approve apologies for absence Cllr Chris Pink – Personal reasons	
367. 367.1 367.2 367.3	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	
368.	Welcome by the Parish Council Chairman, Tina Clark	
369. 369.1 369.2 369.3	Reports from Representatives of Outside Bodies Kent County Council – County Councillor – Maidstone Rural East – Shellina Prendergast – apologies received due to attending another Parish Council AGM. To discuss SID and 30mph scheme with Shellina Prendergast – apologies received. Maidstone Borough Council – Ward Councillor – Gill Fort - apologies received.	Amended
370. 370.1	To approve the minutes of the meetings of Broomfield & Kingswood Parish Council Minutes of Parish Council Meeting held on 16 August 2021. The above minutes were approved as a true copy and duly signed by Cllr Clark.	
371. 371.1 371.2	Planning Outcomes (for report only) Cllrs noted that MBC had determined the following planning applications: Application Ref: 21/503720/FULL Proposal: Erection of a single storey, flat roof rear extension and front porch (Resubmission of 21/500546/FULL, part retrospective). Address: 18 Tall Trees Close Kingswood Maidstone Kent ME17 3PT MBC Decision: Application Permitted 02.09.21 Application Ref: 21/503584/FULL Proposal: Erection of an outbuilding (Retrospective). Address: 10 Tall Trees Close Kingswood Maidstone Kent ME17 3PT MBC Decision: Application Permitted 03.09.21	
372. 372.1 372.2 372.3	Actions & Outcomes (for report only) The following outstanding actions were discussed by Cllrs... Attendance at the village coffee shop – as the coffee shop is no longer running this action has been completed. Installation of the new multiplay Brisk Plus is due week commencing 4th of October 2021. The replacement height barrier will be constructed and placed at the Sports Field within the next six weeks.	Signed

372.4	The replacement green slide and basket swing ropes are due to be installed in October. There has been a delay due to supply issues.	
373.	Finances and Payment of Accounts	
373.1	Bank reconciliation – August 2021 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pearce.	
373.2	Responsible Finance Officer's report August 2021 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pearce and Cllr Davies.	
373.3	To approve the schedule of payments for August 2021 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Clark and Cllr Davies.	
373.4	To ratify payments already made in September 2021 Cllrs resolved to ratify payments already made in September 2021.	
373.5	Reconciliation of invoices against cheques and ledger for August 2021 Cllrs reconciled the invoices against the ledger and Cllr Pearce initialled the invoices and ledger accordingly.	
373.6	To consider performance against the 2020/21 budget. Cllrs noted the performance so far during 2021/22.	
373.7	To discuss and approve the adding of the Clerk as a Programme Administrator Cllrs discussed and resolved to approve.	RFO
373.8	To discuss and approve virement document for Multiplay Equipment. This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Clark and Cllr Davies.	
374.	Sports Field	
374.1	Review of the month's Sports Field Inspection Sheets Cllrs reviewed and no action required.	
374.2	Antisocial behaviour Cllrs discussed the amount of antisocial behaviour occurring at the Sports Field. MBC bin and porta loo has been pushed over, e-scooters have been used on play equipment, signs stolen and bent and stolen ratchet strap. Cllrs resolved that they will continue to monitor this and report all incidents to the police. Clerk to speak to PCSO.	Clerk
374.3	Disabled Swing Set The disabled swing has now been installed and can be used by all.	
374.4	To receive an update regarding the damage to the new fencing. Cllrs discussed and resolved that Clerk is to contact fencing company again to chase repair.	Clerk
375.	Policing	
375.1	Crime Figures On Sunday 22nd of August around 15:57 in Gravelly Bottom Road. Somebody stole the catalytic converter from a vehicle parked in the road. Crime Report No. 46/155046/21 - Posted 24/08/2021	
375.2	PCSO update I have been through the reports. There has been criminal damage in Peter Pease and I have spoken with the informant. It is possible that suspects are linked to the criminal damage in Ashford drive and a matter of antisocial behaviour. I have visited the victim in Ashford Drive given words of reassurance and advice and will be monitoring the situation. There is also an increasing amount of rubbish in Peter Pease so I will contact Orbit housing. There was a report of a suspicious vehicle in the village that drove up a person's driveway. Villagers please be vigilant and report it if you feel an event is suspicious. There appears to be an increase in vehicle break ins in Maidstone so I will do a leaflet drop. Residents can download an app onto their phones called 'CountryEye'. This allows residents to take photos of suspicious activity, incidents or concerns, for example fly tipping, and report it using the app. Signed _____	

376. 376.1 376.2	Feedback from Data Protection for Councillors. Feedback from Cllr Ross regarding the Data Protection for Councillors training. Cllrs resolved that CCTV signs at Sports Field should be checked to ensure visible.	Cllr Hubbard
377. 377.1	Feedback from Visions Zero Launch Event. Cllr Kemp has since resigned however a report will be provided for the next meeting.	
378. 378.1 378.2	The Community Building Public Consultation To provide feedback from and discuss the meeting on Saturday the 11 th of September. Cllrs discussed and resolved that overall the meeting went well and was well attended. Cllrs thank everyone that attended the meeting and all comments will be taken on board. To approve the next steps. Cllrs resolved that a meeting needs to be held between Parish Cllrs and the entire Village Hall Committee to discuss a possible extension. Cllr Hubbard and Cllr Ross to arrange. After the meeting a survey will be sent to all Parishioners.	Cllr Hubbard and Cllr Ross
379. 379.1 379.2	Tall Trees Close To discuss request from resident in relation to the purchase or lease of the old footpath. Cllrs discussed and letter to be sent to resident with outcome. To consider and resolve appropriate action in relation to possible diseased trees. Cllrs discussed and letter to be sent to resident with outcome.	Clerk/Cllr Davies Clerk/Cllr Davies
380. 380.1	To discuss the organisation of The Queens Platinum Jubilee Event. Cllrs discussed the 4 th of June 2022, ideas are still being discussed regarding where and when to hold the event. Clerk to speak to Village Hall regarding availability for the day.	Clerk
381. 381.1	To approve the purchase of and set a budget for winter flowers for the Village Planters. Cllrs discussed and resolved that a budget has been set for the planters and can be used for the purchase of Winter flowers. Cllrs all agreed that the planters have been very well kept this year and are looking lovely. Cllrs thank Paul and Alison.	
382. 382.1 382.2	Residents' concerns To consider and resolve what if any action to be taken in respect of: Antisocial behaviour Residents raised concerns over antisocial behaviour in the village, particularly in Peter Pease Close. Cllrs discussed and resolved that the Clerk is to contact PCSO regarding a possible crime prevention plan and a letter is to be sent to Orbit Housing. Residents are reminded that all incidents must be reported to the police on 111 (or 999 if appropriate) or online using the 'Report It' link https://www.kent.police.uk/ro/report/	Clerk
383. 383.1 383.2 383.3 383.4 383.5	Any other information Resignation of Cllr Kemp Cllr Kemp has resigned from his position of Parish Councillor. Await confirmation that the Parish Council can go ahead and Co-Opt for the vacancy. We now have two vacancies, if anyone is interested in becoming a Parish Councillor please contact Hayley Roberts our Parish Clerk. Feedback from bus meeting Cllr Clark attended a meeting on Monday the 20 th of September. The meeting was with representatives from the local parishes. A new company will be taking over the bus service from Arriva on the 1 st of November 2021. There will be no route changes and more information will be provided shortly by KCC . Cllr Clarks thanks everyone for their feedback regarding the buses and has passed this feedback on. Salt bins Three new salt bins have been purchased and will be placed around the village shortly. They will be placed on the shop forecourt, the junction of Gravelly Bottom Road and Duck Pond Road and the junction of Ashford Drive and Broomfield Road. Broomfield Green Cllrs discussed the land which Cllrs call 'Broomfield Green'. There has been a query over the ownership of this land. Clerk to look into further. Saturday breakfast Cllrs are sad to hear about the closing of the monthly Saturday breakfast and thank Beryl and her team for their hard work over the years. The monthly breakfast will be missed. Signed _____	 Amended Clerk Clerk

364. 364.1 364.2 364.3	Items for next agenda Feedback from Visions Zero Launch Event. To discuss the organisation of The Queens Platinum Jubilee Event. Community Building Update – meeting date for meeting with Village Hall Committee set?	
365.	Parish Council Meetings The next meeting of the Parish Council is scheduled for Monday 4 October and Monday 18 October 2021. The meetings will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.15pm. There was no further business, Cllr Clark closed the meeting at 9.45pm Signed _____	