



Broomfield and Kingswood Parish Council

www.broomfieldandkingswoodpc.kentparishes.gov.uk



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 15 July 2019 at 7.15pm.

Dated: 09 July 2019

Signed: *Pam Bower* Parish Clerk

A G E N D A

| No | Item |
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| 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. | To approve the minutes of the meetings of Broomfield & Kingswood Parish Council |
| 4.1 | Minutes of Annual Parish Council Meeting held on 20 May 2019 |
| 4.2 | Minutes of the Parish Council Meeting held on 17 June 2019 |
| 4.3 | Minutes of the Extraordinary Parish Council Meeting held on 1 July 2019 |
| 5. | Actions & Outcomes (for report only) |
| 6. | Finances and Payment of Accounts - RFO |
| 6.1 | Bank reconciliation – June 2019 |
| 6.2 | Responsible Finance Officer's report |
| 6.3 | To approve accounts for payment & ratify payments already made |
| 6.4 | Reconciliation of invoices against cheques for June 2019 |
| 6.5 | To ratify payments re Parish Event band costs |
| 6.6 | In depth consideration of the budget and any virements that need to be made. |
| 7. | Policing |
| 7.1 | Crime Figures |
| 8. | Training for Councillors and Staff |
| 8.1 | To consider training that is currently available and resolve if it should be accessed by Councillors/staff |
| 9. | SharePoint for Councillors |
| 9.1 | To receive an update on enabling a OneDrive site |
| 10. | Parish Council Action Plan |
| 10.1 | To monitor the action plan and take appropriate actions |
| 11. | Sports Field |
| 11.1 | To consider Maria Cook's Play equipment inspection report and resolve what action should be taken |

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| 11.2 | To consider the quotation for repair to the cargo net on the Timber Multi Unit within the play area |
| 11.3 | To consider the request re the Football Goal posts in the Sports Field. |
| 12. | Litter Picking |
| 12.1 | To receive an update on the cost of purchasing the litter picking items |
| 13 | Meet with KCC's Highways Steward, 13.08.19 |
| 13.1 | To determine any issues to be raised with the Highways Steward |
| 14. | Reporting of Highways Issues |
| 15. | Community Resilience/Emergency Planning Questionnaire |
| 15.1 | To consider this questionnaire and formulate the response. |
| 16. | Parish Events – Cllr Clark |
| 16.1 | To consider arrangements for Parish Events 2020 |
| 17. | Footpath from Broomfield Road to Bus Stop on A20 |
| 17.1 | To resolve any action to be taken |
| 18. | Monthly Coffee Morning |
| 18.1 | To resolve Councillor attendance at August and September Monthly Coffee Morning |
| 19. | Members Allowances – Cllr Darling |
| 19.1 | To resolve any action to be taken in terms of Member's Allowances |
| 20. | Quiet Lanes – Cllr Hoy |
| 20.1 | To receive information about quiet lanes and receive an update from Boughton Monchelsea re their 20mph roads. |
| 21. | Parish Council Website |
| 21.1 | To receive an update on the website and resolve actions moving forward. |
| 22. | Defibrillator at the Village Hall – Cllr Tandy |
| 22.1 | To receive an update on discussions at the Village Hall Committee meeting |
| 23. | Reports |
| 23.1 | SLCC South East Regional Training Seminar – Clerk Quarterly Parish Liaison Meeting – Cllr Hoy |
| 24. | Clerks Update (for information) |
| 25. | Any other information |
| 26 | Items for next agenda |
| 27. | Parish Council Meetings |
| | The next meeting of the Parish Council will be on Monday 13 May 2019, which will be the Annual Parish Council Meeting at The Village Hall, Gravelly Bottom Road, Kingswood from 19:00. This will be followed by the Annual Parish Meeting. |