



Broomfield and Kingswood Parish Council

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Minutes of the Meeting of the Parish Council

Minutes of the meeting of the Parish Council held virtually via Zoom
on Monday 19 October 2020

Present: Cllr Tina Clark (Chair); Cllr Laura Hubbard; Cllr Gareth Davies;
Cllr Aimee Parker; (4)

Pam Bower - Clerk

There was one member 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 19:15

Min No	Item	Action
94	To receive and approve apologies for absence Apologies were received and approved for: Jo Gosden, RFO – maternity leave Cllr Tom Hoy Cllr Chris Pink Cllr Ken Pattison	
95	Councillors Declarations of interest in items on the agenda 95.1 Lobbying – None 95.2 Personal Interest – None 95.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) – None	
96	Reports from Representatives of Outside Bodies 96.1 Kent County Council – County Cllr – Maidstone Rural East – Shellina Prendergast Local issues: <ul style="list-style-type: none"> Broadband – Cllr Prendergast was pleased to report that residents on the Lenham road up to Wents should have fibre up to their doors in the New Year. For other areas in the village, residents with poor speeds may be able to qualify for the Kent Top Up Voucher. 30mph along the Lenham Road from Kingswood to Wents Service Station – this is going ahead. Cllr Prendergast was very happy to have supported this much needed scheme from her combined members grant. Leeds Langley Relief Road – This matter was discussed at the recent Maidstone Joint Transportation Board. KCC's Highways Cabinet Member has written to the Leader of MBC saying that KCC would be happy to support MBC in moving this forward but with no other identifiable funding streams currently available funding support would be reliant on house building in the area. KCC confirmed they would work with MBC and developers to find a way forward and seek any potential funding streams for any shortfalls. Planning consultations – there have been 2 recent planning consultation re housing: <ol style="list-style-type: none"> Changes to the housing numbers – Whilst not the planning authority, KCC have a strong interest as major infrastructure providers. KCC have sent a strong response back to Government re their concerns about the numbers being required. Planning White Paper – Officers have been tasked with drafting a reply to Government. Many KCC Members have expressed concerns with elements of this paper and particularly in relation to the removal of layers of public engagement. Budget consultation – this is running until 24 November. KCC has huge budget	

Signed _____

96.2	<p>pressures and there will be a shortfall for next year in excess of £100m. KCC are still lobbying Government for compensation for the monies that have had to be spent during the Coronavirus pandemic. Filling the gap is a priority</p> <p>Brexit Transition – a lot of work is taking place in terms of this transition to ensure that both residents and businesses are kept moving.</p> <p>Lorry Parks – KCC are doing all they can to ensure that lorries do not stray from the main arterial roads.</p> <p>Maidstone Borough Council – Ward Councillor – Gill Fort</p> <ul style="list-style-type: none"> Local Plan – Submitted sites have been reviewed and on 4 November the results of the review will be made public and there will be a consultation in the local communities. Within these sites there are several plans to build smaller groups of housing in SE Maidstone including the Langley/Sutton Valence area (658 houses in total). This will lead to increased pressure on the local roads. In addition, there are some dispersements in Staplehurst and Headcorn that will impact on the A274. Leeds Parish Council are commenting on these sites and it was recommended that Broomfield and Kingswood Parish Council do the same and reference the issues above when doing the response. Re the garden settlement a lot of people are against Lenham and there are two other potential sites. Alison Broom, CEO of MBC and the group leaders met with Helen Whately recently to discuss the numbers and to ask Helen if she could pressure on the Government to reduce the numbers for Maidstone. It is felt that the current algorithm being used is wrong and unfairly treating Maidstone. The public consultation will start in November/early December with the draft being submitted in April 21 and adoption planned for October 2022. Fly Tipping – Last month 3/4 vehicles were seized and fines given out. 	
97.	<p>Planning Applications</p> <p>The following Planning Applications to be considered and resolved:</p> <p>97.1 Application: 20/504382/FULL Proposal: Erection of single storey side extension Location: Miracle Cottage, Gravelly Bottom Road, Kingswood, Kent ME17 3PZ APPROVED</p> <p>Following due consideration, Councillors approved this application</p> <p>97.2 Application: 20/504534/TPOA Proposal: TPO application to coppice Approx. 1.3 acres of mature sweet chestnut (including a small number of birch) as shown on tree location plan Location: 14 Cayser Drive (adjacent land east of) Kingswood, ME17 3QB APPROVED</p> <p>Following due consideration, Councillors approved this application</p> <p>97.3 Ratification of the decision taken at the September Parish Council meeting regarding: Application: 20/504147/FULL Proposal: Erection of single storey rear extension Location: 4 Hunters Moon, Broomfield Road, Kingswood ME17 3NY Councillors ratified the decision taken at the September Parish Council meeting to approve this application</p>	
98.	<p>Planning Outcomes (for report only)</p> <p>Councillors noted that only one planning decision made since the last Parish Council meeting which was to refuse the following application:</p> <p>Application: 20/501783/TPOA Proposal: Tree Preservation Order application - one Silver Birch Tree - Would like to remove the tree, grind the stump and replant a sapling in its place Location: 5 Nine Oaks Court Kingswood ME17 1LW</p> <p>The reason for refusal was that the Council did not consider that the proposed works were justified and outweighed the loss of amenity that would result, and would therefore would be contrary to policies intended to confer protection to trees and tree cover</p> <p>Signed _____</p>	

99.	To approve the minutes of the meetings of Broomfield & Kingswood Parish Council	
99.1	Minutes of Parish Council Meeting held on 21 September 2020 The above minutes were approved. Councillors resolved that as this meeting was a virtual one, the minutes could be signed as a true record by Cllr Clark outside of the meeting.	Cllr Clark
100.	Actions & Outcomes (for report only) Councillors noted that most actions are either complete or on hold.	
101.	Finances and Payment of Accounts - RFO	
101.1	Bank reconciliation – September 2020 This was circulated to Councillors prior to the meeting and agreed by all at the meeting, As the meeting was a virtual one, Councillors resolved that the documents could be signed by a Councillor and the Clerk outside of the meeting.	Cllr/Clerk
101.2	Responsible Finance Officer's report September 2020 This was circulated to Councillors prior to the meeting and agreed by all at the meeting. As the meeting was a virtual one, Councillors resolved that the documents could be signed by two Councillor outside of the meeting.	Cllr/Clerk
101.3	To ratify payments already made in September 2020 Councillors resolved to approve the accounts for payment & ratified payments already made in April 2020.	
101.4	To approve the schedule of payments for October 2020 This was circulated to Councillors prior to the meeting and agreed by all at the meeting. As the meeting was a virtual one, Councillors resolved that the documents could be signed by two Councillor outside of the meeting.	Cllr/Clerk
101.5	Reconciliation of invoices against cheques and ledger for September 2020 As the meeting was a virtual one, Councillors resolved that the invoices could be reconciled against the ledger and the invoices and ledger initialled accordingly by a Councillor outside of the meeting.	Cllr/Clerk
101.6	To consider the final performance against the 2020/21 budget Councillors noted the performance against the 2020/21 budget	
101.7	To consider the first draft of the 2021/22 budget Cllrs Noted the first draft and agreed to consider potential amendments outside of this meeting and this to be an agenda item at the November Parish Council meeting.	Cllrs/Clerk
102	Community Building and Food Outlet in the Sports Field	
102.1	To receive an update on a community building and food outlet in the Sports Field Cllrs were advised that only one quote had been received for a potential building. Clerk to source some other companies. And ask them to quote.	Clerk
103	Parish Council Action Plan	
103.1	To receive an update on progress of the Parish Council's 2020 Action Plan Cllr's noted the progress on the Action Plan	
104.	Sports Field	
104.1	Cllr to further consider fencing around the Sports Field and consider quotes received Cllrs considered the quote received and agreed that it was too expensive. Clerk to source the company who put existing fence in. Cllr Davies to liaise with resident and talk to the Village Handyman re temporary fencing.	Clerk/Cllr Davies
104.2	To consider an email received from a resident regarding continued dog mess in the Sports Field Cllrs considered the email and resolved that: <ul style="list-style-type: none"> Residents be asked how to resolve the issue <p style="text-align: right;">Signed _____</p>	

	<ul style="list-style-type: none"> • More dog mess posters are put around the village • The PCSO be contacted 	
105. 105.1	<p>Policing Crime Figures Cllrs noted the report provided by the PCSO.</p> <p>There have been 2 incidents in Kingswood: 03.10.20 – Criminal damage to garage door 04.10.20 – Distraction burglary</p> <p>The PCOS has advised that:</p> <ul style="list-style-type: none"> • she will monitor the sports field whilst on patrol re dog fouling • re speeding along Chartway Street, it is difficult for the police to monitor as they need to find an adequate, risk assessed area in order to perform speed checks, as the Police vehicle also needs to be visible to road users. She has suggested that the Parish Council investigate signage that could improve driver awareness about speeding. She is still investigating a suitable area in Broomfield road to undertake a speed check. • She has met with Adam Overs, Steve Noble and others re the boxing and she again raised the importance of providing opportunities for youth in the rural area <p>Clerk to investigate appropriate signage and ask for an item about the boxing for the Winter Parish News</p>	Clerk
106. 106.1 106.2	<p>Communication between Councillors and Residents</p> <p>To consider continued use of the OneDrive</p> <p>To consider the use of a Twitter feed as a means of communication with residents</p> <p>As Cllr Pink was unable to attend this meeting, these items to be deferred to the November Parish Council meeting</p>	Clerk
107. 107.1	<p>Reports</p> <p>To receive a report on the KALC Finance Conference - Clerk</p> <p>Cllrs noted the report produced by the Clerk and the associated actions.</p>	
108. 108.1	<p>59 Pilot Bus Service – Cllr Clark</p> <p>To receive an update on this pilot</p> <p>Cllrs were advised that an email had been received from the Chair of the East Maidstone Transport Group.</p> <p>Until C19 is under control, it is not possible to relaunch the pilot.</p> <p>The plan for real time indicators at the bus stops has been put on hold.</p> <p>School buses will only transport school children now. If only school children are transported the occupancy can be 60/70% under Covid safe measures whereas with adults also present it would only be 50%.</p> <p>It is not possible to make the 59 service an hourly one because not enough people use it.</p> <p>Another meeting is planned once C19 is under control.</p>	
109. 109.1	<p>Litter around the Parish – Cllr Clark</p> <p>To consider a competition to design a litter poster</p> <p>The Chair outlined her idea of asking the children to design a poster to discourage people from dropping litter. There would be 2 x £25 prizes. Following discussion Cllrs resolved that such a competition should take place. Chair and Clerk to organise.</p>	Chair/Clerk
110. 110.1 110.2	<p>Any other information</p> <p>Response form Nick Gallavin re getting trees TPO'd</p> <p>The Clerk advised that she had contacted MBC re getting trees in the Parish TPOd and had been advised that there is a backlog of TPO applications so something like this would fall to the bottom of the pile.</p> <p>Update on Boxing Club</p>	Signed

	Cllrs noted that this is progressing well with 6 regular attendees. The maximum capacity is 10. Clerk to ask schools to redistribute the flyer.	Clerk
110.3	Planning Appeal – Barnhall Lodge, Gravelly Bottom Road Cllrs were advised that this is being appealed. Cllrs agreed that they did not wish to withdraw or amend their previous decision. This decision to be ratified at the November Parish Council Meeting.	Clerk
110.4	Remembrance Sunday The Clerk advised that she had been asked if the Parish Council wished to buy a wreath this year. Cllrs agreed that one should be bought. This decision to be ratified at the November Parish Council Meeting.	Clerk
110.5	Zoom Cllrs were advised that the Zoom meeting details had not be included on the published agenda following the hacking of the September Parish Council meeting. Instead Residents had been asked to contact the Clerk if they wished to attend the meeting.	
110.6	Fun Buggy in the Play area Cllr Hubbard advised that the steering wheel on the fun buggy had broken again. Clerk to contact manufacturer and arrange a replacement.	Clerk
110.7	Sports Field Inspection Sheet As advised at the Finance conference, these need to be discussed at every parish Council meeting. Clerk to organise.	Clerk
110.8	Christmas Tree Light Up The Chair had been asked if the Village Hall Committee would organise a Christmas Tree light up event this year. The question to be asked of the Committee. If they are not planning to do this then it was suggested the Parish Council organise a socially distanced and covid safe Christmas event in the Sports field. This to be discussed at the November Parish Council meeting.	Clerk
110.9	Katherine Ross Cllrs were advised that the next Parish Council meeting will be the third one she has attended and so she can be co-opted as a Cllr should she still wish to be one. This to be an item on the November parish Council meeting agenda.	Clerk
110.10	Junior Multi-play Cllrs expressed concern about the gaps between the supports for the central bridge. Clerk to investigate how this can be remedied.	Clerk
111	Items for next agenda <ul style="list-style-type: none"> • Sports Field Inspection results for the month • Use of Twitter and OneDrive • Ratification of planning appeal decision under AOI • Ratification of decision to purchase a wreath • Ratification of decision not to include Zoom meeting details on the published agenda • Potential of a Christmas event in the Sports Field • Co-option of Katherine Ross 	Clerk
112.	Parish Council Meetings The next meeting of the Parish Council will be on Monday 16 November 2020. If it is felt to be appropriate, the meeting will take place at The Village Hall, Gravelly Bottom Road, Kingswood from 19:15. If not, the meeting will take place virtually via the Zoom Application. There was no further business, Cllr Clark closed the meeting at 21:05 Signed	