



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 17 July 2023

Present at meeting: Cllr Gareth Davies (Vice Chairman), Cllr Malcolm Clarke, Cllr Daren Moss and Cllr Jon Whitcombe

Hayley Roberts - Parish Clerk/RFO

Cllr Gill Fort – MBC Ward Councillor

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 Davies opened the meeting at 7:30pm

Min No	Item	Action
869. 869.1 869.2 869.3	To receive and approve apologies for absence Cllr Chris Pink – sickness Cllr Tina Clark – sickness Cllr Simon Pearce – holiday	
870. 870.1 870.2 870.3	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	
871.	To appoint a Chairman for the meeting in the absence of Chairman Cllr Clark Vice Chairman Cllr Davies was present and Cllrs resolved that he should be Chairman for the meeting.	
872.	Welcome by the Parish Council Chairman, Cllr Gareth Davies	
873.	Reports from Representatives of Outside Bodies Maidstone Borough Council – Ward Councillor – Gill Fort Leeds Road Closure –The one way system is not going ahead, instead there will be various road closures and chicanes. Information on these will be confirmed by SEW shortly. The chicanes are made up of barriers, either two or three, and cones which will narrow the carriageway and allow for the gate staff to allow or refuse and advise in relation to access. As stated previously they will be at every access entry point for the closures for at least the first two weeks of works and will be reviewed at the first meeting. All contact details on the signage will be for emergency responses which are the responsibility of SEW, and the phone number will be manned 24hrs a day. Local Plan – The Inspectors post hearing letter is quote positive. There will be a consultation on minor modifications. The Leeds/Langley corridor which has previously had an area safeguarded should be kept a policy hook to assist the area with putting proposals forward in the future. Fly Tipping – This is a really big issue at the moment. Recently there was some asbestos which was left, it does take longer than usual to clear this as normal operatives cannot collect his type of waste.	
	Cllr Gill Fort left the meeting at 7.47pm	
874.	To approve the minutes of the meeting of Broomfield & Kingswood Parish Council Minutes of Parish Council Meeting held on 19th June 2023 The above minutes were approved as a true copy and duly signed by Cllr Davies. Signed _____	

<p>875.</p> <p>875.1</p> <p>875.2</p>	<p>Planning Applications The following Planning Application to be considered and resolved:</p> <p>Application Ref: 23/502825/FULL Proposal: Erection of front dormer with 2no front roof lights and alterations to fenestration. Address: Honeysuckle House 50 Chestnut Drive Kingswood Kent ME17 3PJ After due consideration Cllrs had no objections to this application.</p> <p>Application Ref: 23/502949/FULL Proposal: Extension to existing building to provide a general purpose agricultural storage/packhouse building, with associated drainage and landscaping. Address: Street Farm Chartway Street East Sutton Kent ME17 3DW After due consideration Cllrs had concerns around the size and use of the extension and also with regards to increased traffic. Cllrs resolved to refer to MBC planning department for decision.</p>	
<p>876.</p> <p>876.1</p> <p>876.2</p> <p>876.3</p>	<p>Planning Outcomes (for report only) Three applications have been decided since the last PC meet:</p> <p>Application Ref: 23/501829/FULL Address: The Whispers Whitehall Drive Kingswood Maidstone Kent ME17 3PG Proposal: Demolition of existing Conservatory and Utility. Erection of a single storey rear/side extension including rooflights and lantern, alterations to the existing driveway/patio paving MBC Decision: Application permitted 22.06.23</p> <p>Application Ref: 23/502048/FULL Address: Oaklands Gravelly Bottom Road Kingswood Maidstone Kent ME17 3NS Proposal: Section 73 - Application for Variation of condition 1 (to remove time limit to allow for the permanent residency of Mr Eldridge) pursuant to application MA/14/0668 for Retrospective application for the change of use of land from agricultural to residential involving the stationing of one mobile home and the laying of hard surfacing. MBC Decision: Application permitted 28.06.23</p> <p>Application Ref: 23/501721/TPOA Address: 14 Peter Pease Close Kingswood Kent ME17 3BZ Proposal: TPO application to fell and remove one Goat Willow to ground level. MBC Decision: Application permitted 05.07.23</p>	
<p>877.</p> <p>877.1</p> <p>877.2</p> <p>877.3</p> <p>877.4</p>	<p>Actions & Outcomes (for report only) Cllrs reviewed and discussed actions and outcomes. Cllrs noted the following... Clerk met with Headcorn FC re the proposed location of the storage unit. Cllrs discussed and agreed location on concrete area was suitable. Cllrs resolved to accept proposal of a metal storage container to be placed at Sports Field as storage. Clerk to discuss with Headcorn FC.</p> <p>Damaged bollard has been removed.</p> <p>Goal posts have been ordered and will be installed once received.</p> <p>New noticeboard for Sports Field has been ordered and will be installed once received.</p>	<p>Clerk</p>
<p>878.</p> <p>878.1</p> <p>878.2</p> <p>878.3</p> <p>878.4</p> <p>878.5</p> <p>878.6</p>	<p>Finances and Payment of Accounts</p> <p>Bank reconciliation June 2023 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Davies and RFO.</p> <p>Responsible Finance Officer's report June 2023 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Moss and Cllr Davies.</p> <p>To approve the schedule of payments for July 2023 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Davies and Cllr Clarke.</p> <p>To ratify payments already made in June 2023 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Moss and Cllr Clarke.</p> <p>Reconciliation of invoices against cheques and ledger for June 2023 Councillors reconciled the invoices against the ledger and Cllr Clarke initialled the invoices and ledger accordingly.</p> <p>To consider performance against the 2023/24 budget Cllrs considered the budget performance for 2023/24 so far.</p> <p>Signed</p>	

878.7	To consider and resolve whether to accept UK2 renewal Cllrs considered and resolved to renew UK2 renewal for £46.20. Clerk to action.	Clerk
878.8	To consider and resolve whether to renew SLCC subscription Cllrs considered and resolved to renew SLCC subscription for £177. Clerk to action.	Clerk
878.9	Cllr Moss and Cllr Whitcombe to sign form to add Cllrs as signatories on the UTB bank account Cllr Moss signed UTB form. Clerk to action form for Cllr Whitcombe and bring to next meeting.	Clerk
879.	Sports Field	
879.1	Review of the month's Sports Field Inspection Sheets Clerk advised of damage to picnic bench and updated Cllrs re outstanding and completed maintenance work.	
879.2	To discuss and resolve whether to accept quotation for permissive footpath maintenance Cllrs discussed and resolved to accept quotation. Clerk to arrange.	Clerk
879.3	To discuss damage to picnic bench and resolve whether to accept quotation for replacement bench Cllrs discussed quotation and resolved to look into repairing the damaged bench further before coming to a decision. Clerk to arrange for Paul Beaney to look at damaged bench and also to move the existing bench from across the field to where the damaged bench was.	
879.4	To review CCTV equipment and resolve whether to upgrade Cllrs resolved to discuss at August meeting due to only a small amount of Cllrs being present.	
879.5	To discuss quotations for work following Annual Playground Inspection and resolve whether to proceed Clerk advised outstanding one quotation – Cllrs resolved to discuss at August meeting.	
879.6	To discuss car park and wooden bollards and resolve how to proceed Cllrs resolved to discuss at August meeting due to only a small amount of Cllrs being present.	
880.	Policing Crime Figures Between 22:30 on Monday 26th of June and 06:30 on Tuesday 27th of June in Wildwood Close. Somebody stole a blue Ford Fiesta, GD17***, from the road. Crime Report No. 46/117895/23 - Posted 05/07/2023	
881.	To review and adopt code of conduct policy Cllrs reviewed the code of conduct policy and resolved to adopt it.	
882.	To receive an update on the Joint Village Hall Project Nothing new to report, await another meeting which has been delayed due to Cllr holidays and sickness.	
883.	To discuss Highways Improvement Plan updates Cllrs discussed comments from Highways and Clerk to respond and query a few matters.	Clerk
884.	To discuss 80th Anniversary of the D Day Landings and resolve whether to mark the occasion Cllrs discussed and resolved not to mark this occasion but to celebrate the 2025 anniversary.	
885.	To review proposed Neighbourhood Plan for the Parish of Headcorn and resolve whether to comment Cllrs discussed and resolved to review and send any comments to the Parish Clerk to action.	
886.	To receive an update on the SEW Leeds six month road closure Clerk advised changes have been made to the road closure and diversion map at a SEW meeting held on Friday. Confirmation of these changes have not been received yet despite chasing however once received the Parish Clerk will circulate to Cllrs and residents.	Clerk
887.	To discuss dates for the First Aid Course and consider next steps Cllrs discussed, Clerk to arrange date in September at the Village Hall and advertise tickets of attendance on a first come first served basis. Clerk to action.	Clerk
	Signed _____	

888.	Residents' concerns To consider and resolve what if any action to be taken in respect of: Anti-Social Behaviour at Sports Field Cllrs discussed various incidents that they have been made aware of and all agreed that <u>all</u> incidents must be reported to the police by residents. Cllr Clarke will speak to our new Neighbourhood Policing Beat Sergeant for any suggestions or advice.	Cllr Clarke
889.	Any other information Speedwatch There have been 25 sessions equivalent to 51 volunteer hours in June 2023. 3568 vehicles have been recorded 101 of these vehicles were travelling over 35mph 324 of these vehicles were travelling over 30mph The top speed recorded this month was 46mph Leeds village was closed in June and during Speedwatch sessions it was found that there was over twice as many cars using the roads in and around Kingswood.	
867. 867.1 867.2 867.3 867.4 867.5 867.6 867.7	Items for next agenda Ratification of decision for Headcorn FC to have a metal container placed at the Sports Field To discuss Microsoft 365 software for laptops Cllr Whitcombe to sign form to add Cllrs as signatories on the UTB bank account To discuss quotations for work following Annual Playground Inspection and resolve whether to proceed To discuss damage to picnic bench and resolve whether to accept quotation for replacement bench To discuss car park and wooden bollards and resolve how to proceed To receive an update on the Joint Village Hall Project	
868.	Parish Council Meetings The next meeting of the Parish Council is scheduled for Monday 7th and 21st of August 2023. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm. There was no further business, Cllr Davies closed the meeting at 9.33pm <div style="text-align: right;">Signed _____</div>	