



Broomfield and Kingswood Parish Council

<http://www.broomfieldandkingswood-pc.org.uk/>



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 25 April 2022

Present at meeting: Cllr Stev Lakin, Cllr Aimee Parker and Cllr Malcolm Clarke

Hayley Roberts - Parish Clerk/RFO

There were 6 members of the public present.

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

Cllr Lakin opened the meeting at 7:30pm

Min No	Item	Action
493.	To receive and approve apologies for absence	
493.1	Cllr Tina Clark – holiday	
493.2	Cllr Gareth Davies - holiday	
493.3	Cllr Simon Pearce – work commitments	
493.4	Cllr Chris Pink - COVID	
494.	Councillors Declarations of interest in items on the agenda	
494.1	Lobbying – None	
494.2	Personal Interest – None	
494.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) - None	
495.	To appoint a Chairman for the meeting in the absence of Chairman Cllr Clark	
495.1	Cllrs nominated and appointed Cllr Lakin as Chairman for this meeting.	
496.	Welcome by the Parish Council Chairman, Steve Lakin	
497.	Reports from Representatives of Outside Bodies	
497.1	Maidstone Borough Council – Ward Councillor – Gill Fort – apologies sent.	
498.	To approve the minutes of the meetings of Broomfield & Kingswood Parish Council Minutes of Parish Council Meeting held on 21 March 2022. The above minutes were approved as a true copy and duly signed by Cllr Lakin.	
499.	Planning Applications The following Planning Applications to be considered and resolved:	
499.1	Application Ref: 22/501151/FULL Proposal: Demolition of existing garden room and erection of a single storey side and rear extension, to form replacement garden room and laundry room. Address: Rosemary Chartway Street Sutton Valence Kent ME17 3HZ Following due consideration, Cllrs had no objections to this application however raised concerns regarding the proximity of the extension to the boundary.	
499.2	Application Ref: 22/501392/FULL Proposal: Change of use of agricultural field to dog paddock. Address: Cherry Tree Farm Cross Drive Kingswood Kent ME17 3NP Following due consideration, Cllrs resolved to oppose this application due to lack of information and queries over whether this would be for business use or private use.	
499.3	Application Ref: 22/501659/TPOA Proposal: TPO application to dismantle one oak tree to near ground level using the latest lowering and rigging techniques to avoid damage to surrounding features. Address: Kingsbroom Broomfield Road Kingswood Maidstone Kent ME17 3NY Following due consideration, Cllrs resolved to refer to MBC planning committee for decision.	
	Signed _____	

499.4	<p>Application Ref: 22/500896/FULL Proposal: Retrospective application for change of use of land to residential garden, erection of a 1.9m close board fence and demolition of existing 1.9m brick boundary wall. Address: 4 Tall Trees Close Kingswood Maidstone Kent ME17 3PT Following due consideration, Cllrs resolved to refer to MBC for decision. A letter has been sent directly to the case officer in relation to concerns raised by residents.</p>	
500.	<p>Planning Outcomes (for report only) Cllrs noted that MBC had determined the following planning applications:</p>	
500.1	<p>Application Ref: 21/505980/FULL Proposal: Section 73 - Application for removal of condition 6 (to allow existing polytunnels to be retained on site) pursuant to 20/505399/FULL for - Erection of additional polytunnels and associated drainage works. Address: Morry Farm Morry Lane East Sutton Maidstone Kent ME17 3DR MBC Decision: Application Permitted 29.03.2022</p>	
500.2	<p>Application Ref: 22/500665/FULL Proposal: Demolition of rear extension. Erection of front porch, single storey rear extension and extension to existing rear dormer with Juliet balcony. Address: Creg Ny Baa 21 Charlesford Avenue Kingswood Maidstone Kent ME17 3PE MBC Decision: Application Permitted 14.04.2022</p>	
501.	<p>Actions & Outcomes (for report only)</p>	
501.1	<p>Cllrs discussed outstanding actions and all are progressing. Cllrs noted that the pothole repairs have been completed.</p>	
502.	<p>Finances and Payment of Accounts</p>	
502.1	<p>Bank reconciliation March 2022 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Lakin.</p>	
502.2	<p>Responsible Finance Officer's report March 2022 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Lakin and Cllr Clarke. Clerk informed Cllrs that the O2 contracts end on the 25/04/2023 and there is an early termination charge, Cllrs resolved to continue with the contracts and review in 2023.</p>	
502.3	<p>To approve the schedule of payments for April 2022 This was circulated to Cllrs prior to the meeting and Cllrs resolved to approve the schedule of payments. Signed by Cllr Lakin and Cllr Parker.</p>	
502.4	<p>To ratify payments already made in March 2022 This was circulated to Cllrs prior to the meeting and Cllrs resolved to ratify the payments made. Signed by Cllr Lakin and Cllr Clarke.</p>	
502.5	<p>Reconciliation of invoices against cheques and ledger for March 2022 Councillors reconciled the invoices against the ledger and Cllr Clarke initialled the invoices and ledger accordingly.</p>	
502.6	<p>To consider the year end performance against the 2021/22 budget Cllrs noted the performance against the 2021/22 budget and the year end figures.</p>	
502.7	<p>To resolve to agree rent for Tall Trees and Scout Hut for the Financial year 2022/23. Following discussion Councillors agreed to keep the Scout Hut rent at £52/annum. Clerk to invoice accordingly. Clerk advised currently RPI rate is approximately 8.2% however it fluctuates daily. Cllrs resolved to increase Tall Trees rent subject to an RPI increase of 8.2%. Clerk to invoice accordingly.</p>	Clerk
502.8	<p>To review and resolve to accept insurance renewal for 2022/23. Following due consideration, Cllrs resolved to renew the Parish Council's insurance cover. Clerk to action accordingly.</p>	Clerk
502.9	<p>To resolve to agree and renew KALC and NALC membership. Following due consideration, Cllrs resolved to renew the Parish Council's membership. Clerk to action accordingly.</p>	Clerk
502.10	<p>To consider three quotations for the Annual Playground Inspection and resolve to accept one. Cllrs discussed quotations and resolved to accept quotation 1 from Play Inspections. Clerk to action accordingly.</p>	Clerk
	<p>Signed _____</p>	

502.11	To resolve to agree and renew Satswana renewal. Following due consideration, Cllrs resolved to renew the Parish Council's membership. Clerk to action accordingly.	Clerk
502.12	To consider a request from the local Speedwatch group. Cllrs discussed and resolved that £150 is available to the Speedwatch group for use towards the camera equipment/hard drive required. Speedwatch group to contact Clerk to action.	
502.13	To consider a request from Kent Air Ambulance. Cllrs considered request and resolved to donate £500 to the Kent Air Ambulance. Clerk to action accordingly.	Clerk
502.14	To consider a request from Victim Support. Cllrs discussed and have raised questions before a decision is made. Clerk to contact Victim Support.	Clerk
503.	Sports Field	
503.1	Review of the month's Sports Field Inspection Sheets. Cllrs reviewed and no action required.	
503.2	To discuss request from Scouts regarding the height barrier. Cllrs discussed request and resolved that a height barrier key was not required and that there would be certain liability issues if one was provided. If access is required the Clerk can be contacted. Clerk to respond.	Clerk
504.	Policing Crime Figures	
504.1	Between 17:00 on Wednesday 6th of April and 08:00 on Thursday 7th of April in Cayser Drive. Somebody broke into a stables. Crime Report No. 46/65349/22 - Posted 10/04/2022	
504.2	On Tuesday 5th of April between 00:01 and 09:17 in Wildwood Close. Somebody damaged a door of a residential property. Crime Report No. 46/64155/22 - Posted 08/04/2022	
504.3	On Monday 4th of April between 14:20 and 15:00 in Chestnut Drive. Somebody damaged a window of a residential property. Crime Report No. 46/63820/22 - Posted 08/04/2022	
504.4	Between 00:01 on Sunday 3rd of April and 14:42 on Monday 4th of April in Ashford Drive. Somebody damaged a window of a residential property. Crime Report No. 46/63236/22 - Posted 08/04/2022	
504.5	On Sunday 3rd of April around 02:25 in Elder Close. Somebody smashed a window of a residential property. Crime Report No. 46/61791/22 - Posted 04/04/2022	
505.6	On Monday 28th of March around 20:57 in Ashford Drive. Somebody tried to damage a residential property. Crime Report No. 46/60007/22 - Posted 01/04/2022	
505.7	On Monday 28th of March around 16:33 in Cayser Drive. Somebody smashed a window of a residential property. Crime Report No. 46/58075/22 - Posted 01/04/2022	
505.8	On Thursday 17th of March between 09:30 and 16:00 in Cayser Drive. Somebody stole plants from a residential garden. Crime Report No. 46/51862/22 - Posted 21/03/2022	
506.	Ratification of decision re planning application references 22/500705/FULL and 22/500127/FULL	
506.1	Discussed under any other information at previous meeting. Cllrs ratified decision to object to planning application 22/500705/FULL and that planning application 22/500127/FULL should not be sent back to the planning committee after the further information received.	
507.	To discuss and resolve date of the Annual Parish Meeting	
507.1	Cllrs resolved that the Annual Parish Meeting will be held on Monday the 30 th of May 2022. Signed _____	

508. 508.1	The Queens Platinum Jubilee 2022 To receive an update and discuss The Queens Platinum Jubilee event arrangements Clerk updated Cllrs and advised that helpers are required. If anyone can volunteer their time to help set up and pack away at the event on the 4 th of June 2022 please contact Hayley the Parish Clerk. Posters and flyers to be published shortly to advise of the timetable for the day.																															
509. 509.1	To receive an update on the Community Building project Cllrs discussed and a community building committee meeting date is to be set ASAP.																															
510. 510.01	To set a date for the village litter pick Cllrs discussed and it was agreed that the Clerk would put together a calendar of dates for the year.	Clerk																														
511. 511.1	To discuss and resolve response to correspondence received from the NALC Smaller Councils Committee Cllrs discussed and item to be on next agenda when more Cllrs are present.																															
512. 512.1	To receive feedback from Leeds Castle Event – Cllr Clark Cllr Clark not present therefore will be added to next months agenda.																															
513. 513.1	Residents' concerns To consider and resolve what if any action to be taken in respect of: Anti-Social Behaviour Members of the public present raised concerns regarding damage to property from catapults and lack of response from Kent Police. Cllrs discussed and will contact PCSO to discuss concerns and a suitable way forward. Clerk to contact PCSO to try and arrange a meeting. Clerk read out update from PCSO below... I am currently collating information with regards to the ongoing criminal damage in Kingswood. The Officer currently investigating and I are endeavouring to find the most appropriate course of action going forward to tackle the issue. I am sure villagers are frustrated and I have heard there are many comments on social media. Unfortunately this will fuel a situation so please encourage people to not post any images or names as this may hinder an investigation. As usual I would encourage villagers to improve security and always report issues of Anti Social behaviour.	Clerk																														
514. 514.1	Any other information Speedwatch Community Speedwatch (CSW) is a national initiative where, in partnership with the police, members of communities use detection devices to monitor local vehicle speeds. The volunteers report drivers exceeding the speed limit to the police with the aim of educating drivers to slow down. If the data proves a driver is ignoring repeated warnings police can prosecute them. The Broomfield and Kingswood Community Speedwatch group is now active around the village. They are an official group who have been trained by Kent police. You may have seen them around the village, they record data on the number of vehicles passing through as well as those that are speeding. Please support and respect the volunteers who give up their time to try and make our village a safer place to live. Cllrs wish to thank the Speedwatch group for their hard work and dedication. If you would like to volunteer for Speedwatch please contact kingswoodspeedwatch@outlook.com The data so far for April is as follows <table border="1"> <tr> <th>Details</th><th>This month</th><th>Year to date *</th></tr> <tr> <td>No of Sessions</td><td>4</td><td>17</td></tr> <tr> <td>Total time</td><td>3 Hours</td><td>21 hours</td></tr> <tr> <td>Total volunteer hours</td><td>8 hours</td><td>58 hours</td></tr> <tr> <td>Total Vehicle count</td><td>296</td><td>1744</td></tr> <tr> <td>No of First offenders</td><td>6</td><td>59</td></tr> <tr> <td>No of Second Offenders</td><td>0</td><td>0</td></tr> <tr> <td>No of third offenders</td><td>0</td><td>0</td></tr> <tr> <td>Max Speed</td><td>37</td><td>48 (2 vehicles)</td></tr> <tr> <td>Average Speed</td><td>35mph</td><td>37mph</td></tr> </table> Signed	Details	This month	Year to date *	No of Sessions	4	17	Total time	3 Hours	21 hours	Total volunteer hours	8 hours	58 hours	Total Vehicle count	296	1744	No of First offenders	6	59	No of Second Offenders	0	0	No of third offenders	0	0	Max Speed	37	48 (2 vehicles)	Average Speed	35mph	37mph	
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514.2	<p>MBC Local Plan Review</p> <p>Maidstone Borough Council ("the Borough Council") submitted its Local Plan Review, together with supporting documents, to the Secretary of State for Levelling Up, Housing and Communities on 31st March 2022 for independent examination.</p> <p>The Local Plan and other submission documents can be viewed on the Borough Council's website at: https://localplan.maidstone.gov.uk/home/local-plan-review-examination</p> <p>Copies of the submitted Local Plan Review, Policies Map, Sustainability Appraisal, and Consultation Statement will be made available for inspection at:</p> <ul style="list-style-type: none"> • Maidstone Borough Council, Maidstone House, King Street, Maidstone, Kent, ME15 6JQ by appointment. Please contact the Strategic Planning Team, by email at: ldf@maidstone.gov.uk or by phone 01622 602000 • All libraries in the Maidstone borough area (Please check with the particular library for opening times). <p>Further information about the Local Plan Review examination will be posted on the examination webpage for the Local Plan Review on the Borough Council's website at: https://localplan.maidstone.gov.uk/home/local-plan-review-examination</p>	
514.3	<p>Damage to play equipment – neighbouring Parishes have reported various damage to play equipment, we ask residents to remain vigilant and report any issues or concerns to the Parish Clerk.</p>	
<p>491.</p> <p>491.1</p> <p>491.2</p> <p>491.3</p> <p>491.4</p> <p>491.5</p>	<p>Items for next agenda</p> <p>To receive feedback from Leeds Castle Event – Cllr Clark</p> <p>To receive an update on the Community Building project</p> <p>The Queens Platinum Jubilee 2022</p> <p>To discuss and resolve response to correspondence received from the NALC Smaller Councils Committee</p> <p>To consider a request from Victim Support.</p>	
492.	<p>Parish Council Meetings</p> <p>The next meeting of the Parish Council is scheduled for Monday 16 May 2022 and is the Annual General Parish Council Meeting. The Annual Parish Meeting will take place on Monday 30 May 2022. The meetings will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.</p> <p>There was no further business, Cllr Lakin closed the meeting at 9.27pm</p> <p style="text-align: right;">Signed _____</p>	