



# 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 18 July 2022

**Present at meeting:** Cllr Tina Clark (Chairman); Cllr Chris Pink and Cllr Malcolm Clarke

Hayley Roberts - Parish Clerk/RFO

There was no 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 7:32pm

Min No	Item	Action
<b>576.</b>	<b>To receive and approve apologies for absence</b>	
576.1	Cllr Gareth Davies – unable to attend	
576.2	Cllr Steve Lakin – work commitment	
576.3	Cllr Simon Pearce – holiday	
576.4	Cllr Aimee Parker – childcare issue	
<b>577.</b>	<b>Councillors Declarations of interest in items on the agenda</b>	
577.1	Lobbying – None	
577.2	Personal Interest – None	
577.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) - None	
<b>578.</b>	<b>Welcome by the Parish Council Chairman, Tina Clark</b>	
<b>579.</b>	<b>Reports from Representatives of Outside Bodies</b>	
579.1	Maidstone Borough Council – Ward Councillor – Gill Fort – not present	
579.2	Kent County Council – County Councillor – Maidstone Rural East – Shellina Prendergast Apologies sent however report provided outlining the following... Although the final decision is yet to be taken and revisions have been made to the original proposal, it's not looking likely that the 59 bus service will continue to receive subsidy. I know this will cause some real upset with residents – as it has with me having pushed the service to be a pilot back in 2018. I am committed to working with Broomfield and Kingswood Parish Council and neighbouring parishes to seek an alternative transport option. I have a note to arrange a meeting in early autumn – or at least as soon as I know when we might get clarification on the Bus Services Improvement Plan from the Department for Transport.	
<b>580.</b>	<b>To approve the minutes of the meeting of Broomfield &amp; Kingswood Parish Council</b> <b>Minutes of Annual Parish Council Meeting held on 20th June 2022</b> The above minutes were approved as a true copy and duly signed by Cllr Clark.	
<b>581.</b>	<b>Planning Applications</b> <b>The following Planning Application to be considered and resolved:</b>	
581.1	Application Ref: 22/503009/TPOA Proposal: Tree Preservation Order application: T1 - Birch - Dead, remove and re-plant. T2 - Birch - remove and re-plant, suspect significant root decay and Honey Fungus will likely kill the tree in the near future. Address: 19 Tall Trees Close Kingswood Maidstone Kent ME17 3PT <b>Following due consideration, Cllrs resolved that they had no objections to this application.</b>	
<b>582.</b>	<b>Planning Outcomes (for report only)</b> Cllrs noted that MBC had determined the following planning applications:	
582.1	Application Ref: 22/502010/FULL Proposal: Erection of a single storey rear extension with 1no. roof window. Address: 5 Tall Trees Close Kingswood Maidstone Kent ME17 3PT <b>MBC Decision: Application Permitted 07.07.22</b>	
	<b>Signed</b>	

582.2	<p>Application Ref: 22/501603/FULL  Proposal: Retrospective application for a 1.8m high closed boarded fence along the front boundary of the site  Address: Carlyon Gravelly Bottom Road Kingswood Maidstone Kent ME17 3NU  <b>MBC Decision: Application Refused 12.07.22</b></p>	
582.3	<p>Application Ref: 22/502383/FULL  Proposal: Erection of a two storey side extension  Address: 8 Holly Tree Close Kingswood Kent ME17 3QJ  <b>MBC Decision: Application Permitted 11.07.22</b></p>	
582.4	<p>Application Ref: 22/501783/FULL  Proposal: Erection of a residential dwelling with associated parking and garden, including landscape and biodiversity enhancements and removal of existing residential building.  Address: Land Adjacent To Honeysuckle Lodge (Known As Netherfold) Gravelly Bottom Road Kingswood Kent ME17 3NX  <b>MBC Decision: Application Refused 01.07.22</b></p>	
582.5	<p>Application Ref: 22/502559/TPOA  Proposal: TPO application to reduce height of one Oak tree to final height of 25m, cut back selective lower branches overhanging other trees to 2m, also remove the deadwood apparent in the canopy and ensure the natural shape of the tree is kept.  Address: 3 Kingsbroom Court Kingswood Maidstone Kent ME17 3ST  <b>MBC Decision: Application Approved 15.07.22</b></p>	
<b>583.</b>	<p><b>Actions &amp; Outcomes (for report only)</b>  Cllrs discussed outstanding actions and all are progressing and actions requiring attention are being dealt with within the agenda.  Cllrs resolved that Clerk should remove all complete tasks to make reading the report easier.</p>	<b>Clerk</b>
<b>584.</b>	<p><b>Finances and Payment of Accounts</b></p>	
584.1	<p>Bank reconciliation June 2022  This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Clark and RFO.</p>	
584.2	<p>Responsible Finance Officer's report June 2022  This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pink and Cllr Clarke.</p>	
584.3	<p>To approve the schedule of payments for July 2022  This was circulated to Cllrs prior to the meeting and Cllrs resolved to approve the schedule of payments. Signed by Cllr Pink and Cllr Clarke.</p>	
584.4	<p>To ratify payments already made in June 2022  This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pink and Cllr Clarke.</p>	
584.5	<p>Reconciliation of invoices against cheques and ledger for June 2022  Councillors reconciled the invoices against the ledger and Cllr Clark and Cllr Pink initialled the invoices and ledger accordingly.</p>	
584.6	<p>To consider performance against the 2022/23 budget  Cllrs noted the performance against the 2022/23 budget.</p>	
584.7	<p>To receive an update on the UK2 renewal  Cllr Pink advised due to registration issues and office 365 UK2 should be renewed and the changeover to a .uk email address from .org for the Parish Clerk and RFO will take place over the course of the year. Clerk to renew UK2.</p>	<b>Clerk</b>
<b>585.</b>	<p><b>Sports Field</b></p>	
585.1	<p>Review of the month's Sports Field Inspection Sheets  Cllrs reviewed and no action required.</p>	
585.2	<p>To consider and approve revised Sports Field use agreement document from Headcorn FC  Cllrs discussed and resolved to approve. Signed by Cllr Clark. Clerk to forward to Headcorn FC.</p>	<b>Clerk</b>
585.3	<p>To review the play area Annual Inspection Report and resolve how to address recommendations  Cllrs reviewed and discussed report. Cllrs resolved that Paul Beaney should carry out repair works and Clerk to contact company re gym equipment repairs. Cllrs considered three quotations for new picnic benches and resolved to proceed with one six seater bench, three four seater benches and one disabled bench. Clerk to purchase. <b>Signed</b></p>	<b>Clerk</b>

585.4	To discuss whether to proceed with play area rolling repeat inspection service Cllrs considered and resolved to accept repeat inspection service. Clerk to contact company.	<b>Clerk</b>
<b>586.</b> 586.1	<b>Policing</b> Crime Figures Between 18:00 on Wednesday 22nd of June and 05:00 on Friday 24th of June in Bushy Grove. Somebody damaged a Toyota Yaris parked in the road. Crime Report No. 46/123052/22 - Posted 27/06/2022  On Sunday 10th of July around 22:17 in Chartway Street. Somebody threw an object at a moving vehicle causing damage. Crime Report No. 46/133765/22 - Posted 14/07/2022  On Friday 8th of July between 22:45 and 23:05 in Chartway Street. Person/s took a golf buggy and crashed it into other golf buggies causing damage. Crime Report No. 46/133783/22 - Posted 14/07/2022	
586.2	PCSO Update PCSO Shiron De Rose advised that local officers are issuing a CPW warning to those using motorcycles on the highways. PCSO De Rose has asked that we stress that all incidents must be reported directly to 101 or using the online reporting tool. Residents should not be emailing PCSO to report incidents.	
<b>587.</b>	<b>To receive an update on the Community Building project</b> Cllr Pink advised that a meeting has not taken place yet due to work commitments and holidays. Cllr Pink to propose a date and community building committee to meet before the August meeting.	<b>Cllr Pink</b>
<b>588.</b>	<b>To receive an update on Lest We Forget Community Project</b> Clerk advised village hall has been booked for the 12 <sup>th</sup> of November 2022. Cllrs considered and endorsed a letter sent by resident to support project. Clerk to respond to resident and support resident where necessary with organisation of the project.	<b>Clerk</b>
<b>589.</b>	<b>To report back re discussion with Victim Support and to resolve whether to make a donation</b> Cllr Clark advised that Victim Support did not attend the Pop Up Café therefore a discussion could not place. Cllrs resolved not to make a donation at this moment in time due to lack of information.	
<b>590.</b>	<b>To agree revised staff committee terms of reference and scheme of delegation</b> Due to no members of the staff committee being present this item has been delayed until the August meeting.	
<b>591.</b>	<b>To further discuss Parish litter issues and how best to tackle the problem</b> Clerk enquired about the possibility of a road closure on Broomfield Road to allow a litter pick, Cllrs resolved this is quite costly and would cause a lot of disruption. Cllrs resolved to carry out more research and discuss further once more Cllrs are present.	
<b>592.</b>	<b>To discuss no cold calling zone</b> Enquiry received from resident re the village being a no cold calling zone. Currently the village is not a no cold calling zone however one can be set up but would require volunteers. Clerk advised that even with a no cold calling zone in place it is not illegal and would not necessarily solve the issue. Clerk has leaflets and window/door stickers available if any residents are interested in having one please contact the Clerk.	
<b>593.</b> 593.1	<b>Residents' concerns</b> To consider and resolve what if any action to be taken in respect of: Rubbish outside Ivy Mews Cllrs resolved that the issue will be reported to Maidstone Borough Council as the land concerned is owned by them.	<b>Clerk</b>
593.2	Road closures and congestion Cllrs discussed concerns received from various residents and agreed that there is an issue particularly around Broomfield Road. Road closures are not something that the Parish Council has any powers over however Clerk will contact neighbouring Parishes Clerks and KCC Cllr to discuss how we can find a solution to these ongoing issues.	<b>Clerk</b>
Signed _____		

<b>594.</b> 594.1	<p><b>Any other information</b>  Speedwatch  Date below in relation to June 2022.</p> <table border="1" data-bbox="244 241 1286 593"> <thead> <tr> <th>Details</th><th>June</th><th>Year to date *</th></tr> </thead> <tbody> <tr> <td>No of Sessions</td><td>20</td><td>58</td></tr> <tr> <td>Total time</td><td>16 hours</td><td>45 hours</td></tr> <tr> <td>Total volunteer hours</td><td>39 Hours</td><td>116 hours</td></tr> <tr> <td>Total Vehicle count</td><td>1988</td><td>7126</td></tr> <tr> <td>No of First offenders</td><td>40</td><td>210</td></tr> <tr> <td>No of Second Offenders</td><td>2</td><td>17</td></tr> <tr> <td>No of third offenders</td><td>1</td><td>1</td></tr> <tr> <td>No of fourth offenders</td><td></td><td>1</td></tr> <tr> <td>Max Speed</td><td>49</td><td>49</td></tr> <tr> <td>Average Speed</td><td>37mph</td><td>37mph</td></tr> </tbody> </table> <p>594.2 <b>Planning Application</b> – received after publication of agenda, decision to be ratified at next meeting.  Relevant document included in meeting pack</p> <p>Application Ref: 22/503426/FULL  Proposal: Loft conversion with side dormer, 3no. roof lights and changes to fenestration (works started).  Address: 4 Ivy Close Kingswood Maidstone Kent ME17 3QN  <b>Following due consideration, Cllrs resolved that they had no objections to this application.</b></p>	Details	June	Year to date *	No of Sessions	20	58	Total time	16 hours	45 hours	Total volunteer hours	39 Hours	116 hours	Total Vehicle count	1988	7126	No of First offenders	40	210	No of Second Offenders	2	17	No of third offenders	1	1	No of fourth offenders		1	Max Speed	49	49	Average Speed	37mph	37mph	
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<b>574.</b> 574.1  574.2  574.3	<p><b>Items for next agenda</b>  To agree staff committee terms of reference and scheme of delegation</p> <p>To receive an update on the Community Building project</p> <p>Ratification of planning application  Application Ref: 22/503426/FULL  Proposal: Loft conversion with side dormer, 3no. roof lights and changes to fenestration (works started).  Address: 4 Ivy Close Kingswood Maidstone Kent ME17 3QN</p>																																		
<b>575.</b>	<p><b>Parish Council Meetings</b></p> <p><b>The next meeting of the Parish Council is scheduled for Monday 15 August 2022. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.</b></p> <p><b>There was no further business, Cllr Clark closed the meeting at 8.52pm</b></p> <p style="text-align: right;">Signed _____</p>																																		