



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 15 November 2021

Present at meeting: Cllr Tina Clark (Chairman); Cllr Gareth Davies (Vice Chairman), Cllr Simon Pearce; Cllr Laura Hubbard and Cllr Chris Pink

Hayley Roberts - Parish Clerk

Joanne Gosden - RFO

There was 11 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 7:30pm

Min No	Item	Action
403. 403.1	To receive and approve apologies for absence Cllr Aimee Parker – work commitment	
404.	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	
405.	Welcome by the Parish Council Chairman, Tina Clark	
406. 406.1 406.2 406.3	<p>Reports from Representatives of Outside Bodies</p> <p>Kent County Council – County Councillor – Maidstone Rural East – Shellina Prendergast – apologies received due to attending another Parish Council meeting.</p> <p>To discuss the Arriva and Nu Venture bus service with Shellina Prendergast – apologies received. Email from Shellina was read out at the meeting and discussed with residents in attendance. See email details below;</p> <p><i>I can completely understand the frustration families face with this service and I agree that the level of service is really not acceptable. What I do need to highlight is that this is not a KCC operated service (buses were deregulated back in 1986 and the Arriva 89 service (although badged as a school service because it follows a different route) is run as a commercial service. KCC's role is discretionary – Members have chosen to heavily subsidise certain bus routes and the Kent Travel Saver so that our residents, often in our rural areas, can access the services they need and our children and young people can get to schools and other educational facilities. Officers within the KCC Public Transport are very much aware of the shortcoming of the 89 service, have raised this with Arriva on numerous occasions and have always been given the reassurance that they, Arriva, give the utmost priority to the school service. From the email below, and others I have received, this is clearly not the case and this afternoon I had a conversation with our Director for Public Transport who has promised to take this up with the most senior management team at Arriva. I will, of course, let you know the outcome of that conversation.</i></p> <p>Maidstone Borough Council – Ward Councillor – Gill Fort</p> <ul style="list-style-type: none"> Local Plan – the draft local plan has been published and can be accessed using the following link https://localplan.maidstone.gov.uk/home/local-plan-review Shortage of minicab drivers – Gill is on the licencing committee and due to COVID and Brexit there is now a shortage of minicab drivers in the borough. Cab firms are finding it difficult to recruit because any driver needs to pass the MBC test before they can be hired. The pass rate is low. The trade requested that temporary licences should be granted and that a driver can learn on the job and take the test within 12 months. The council couldn't support this proposal however tried to work with the trade to find a solution. The knowledge element of the test i.e. routes would be temporarily suspended, <p>Signed _____</p>	

	<p>the trade would hold internal seminars for new drivers and MBC would hold tests a day or two after in order to get a better pass rate.. A member to the trade would review the MBC test and make comments.</p> <ul style="list-style-type: none"> Violence against Women and Girls Day – Kent Police hosted an event recently to highlight and discuss violence against women and girls. It highlighted issues such as date rape, spiking and sexual abuse. There are currently undercover operations in Kent in licenced premises and an additional 900 police constables have been employed over the last 10 years to increase police presence. 	
	<i>Cllr Fort left the meeting at 7.45pm</i>	
407. 407.1	<p>To approve the minutes of the meetings of Broomfield & Kingswood Parish Council held on Monday 04 October 2021.</p> <p>The above minutes were approved as a true copy and duly signed by Cllr Davies.</p>	
408. 408.1	<p>Planning Applications</p> <p>The following Planning Applications to be considered and resolved:</p> <p>Application Ref: 21/505073/FULL Proposal: Relocation of a mobile home for ancillary accommodation to the host property. Address: High Trees Gravelly Bottom Road Kingswood Maidstone Kent ME17 3NX Approved</p>	
409. 409.1 409.2	<p>Planning Outcomes (for report only)</p> <p>Cllrs noted that MBC had determined the following planning applications:</p> <p>Application Ref: 21/501748/FULL Proposal: Demolition of existing garage and dwelling. Erection of 1no. dwelling with rear balcony. Address: Dunrovin 17 Charlesford Avenue Kingswood Maidstone Kent ME17 3PE MBC Decision: Application Permitted 22.10.21</p> <p>Application Ref: 21/503015/FULL Proposal: Erection of a 25m x 2.75m rear boundary fence. Address: 2 The Wychlings Gravelly Bottom Road Kingswood Maidstone Kent ME17 3PZ MBC Decision: Application Permitted 05.10.21</p>	
410. 410.1	<p>Actions & Outcomes (for report only)</p> <p>Cllrs discussed outstanding actions and all are progressing.</p>	
411. 411.1 411.2 411.3 411.4 411.5 411.6 411.7 411.8	<p>Finances and Payment of Accounts</p> <p>Bank reconciliation – September 2021 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Hubbard.</p> <p>Responsible Finance Officer's report September 2021 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Hubbard and Cllr Pink.</p> <p>Ratify schedule of payments made September 2021 This was circulated to Cllrs prior to the meeting and Cllrs resolved to approve the schedule of payments. Signed by Cllr Clark and Cllr Davies.</p> <p>Reconciliation of invoices against cheques and ledger for September 2021 Councillors reconciled the invoices against the ledger and Cllr Hubbard initialled the invoices and ledger accordingly.</p> <p>Bank reconciliation – October 2021 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pearce.</p> <p>Responsible Finance Officer's report October 2021 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Clark and Cllr Pearce.</p> <p>Ratify schedule of payments made October 2021 This was circulated to Cllrs prior to the meeting and Cllrs resolved to approve the schedule of payments. Signed by Cllr Clark and Cllr Pearce.</p> <p>Reconciliation of invoices against cheques and ledger for October 2021 Councillors reconciled the invoices against the ledger and Cllr Hubbard initialled the invoices and ledger accordingly.</p> <p style="text-align: right;">Signed _____</p>	

411.9	To approve the schedule of payments for November 2021 This was circulated to Cllrs prior to the meeting and Cllrs resolved to approve the schedule of payments. Signed by Cllr Clark and Cllr Davies.	
411.10	To consider performance against the 2020/21 budget. Cllrs noted the performance so far during 2021/22.	
411.11	To discuss Village Hall hire payment schedule Cllrs discussed and RFO to contact Village Hall Committee to confirm payments correct.	RFO
411.12	Ratification of decision re use of digital banking for the Nationwide bank account. Cllrs discussed and ratified the decision to approve the use of online banking. RFO to action.	RFO
411.13	To review and discuss draft budget for 2022/23 Cllrs discussed and resolved to set up a budget working group. RFO to organise meeting.	RFO
412.	Sports Field	
412.1	Review of the month's Sports Field Inspection Sheets Cllrs reviewed and no new action required.	
412.2	Antisocial behaviour To receive update regarding fencing repairs Repairs are due to take place this week.	
412.3	To discuss request from Headcorn Football Club Cllrs discussed request and resolved that subject to certain conditions that they approve of the request. Resident to liaise with Clerk.	
413.	Policing	
413.1	Crime Figures On Wednesday 29 th of September between 13:00 and 15:00 in Gravelly Bottom Road. Somebody stole a white Taiwan Goldenbee R50 motorbike, HF17***, from the road. Crime Report No. 46/192668/21 – Posted 03/10/2021	
413.2	Between 00:01 on Friday 1 st of January and 19:04 on Tuesday 12 th of October in Ashford Drive. Somebody poured a cola drink over a Seat parked in the road. Crime Report No. 46/203904/21 – Posted 15/10/2021	
413.3	Between 18:00 on Thursday 14 th of October and 11:25 on Friday 15 th of October in Ashford Drive. Somebody damaged a garage at a residential property. Crime Report No. 46/205844/21 – Posted 17/10/2021	
413.4	On Monday 25 th of October between 22:00 and 22:40 in Ashford Drive. Somebody damaged a garage at a residential property. Crime Report No. 46/216404/21 – Posted 30/10/2021	
413.5	Between 00:01 on Saturday 23 rd of October and 19:02 on Saturday 30 th of October in Elder Close. Somebody broke into a Nissan Navara parked in the road and stole tools. Crime Report No. 46/220298/21 – Posted 01/11/2021	
414.	Ratification of decisions regarding planning applications discussed under Delegation Powers re Planning (Minute No 19/101.1) Delegation	
414.1	Application Ref: 21/504942/TPOA Proposal: TPO application to reduce lower canopy of group of Sweet Chestnuts by 3m to radial spread of 3m. Address: 6 Nine Oaks Court Kingswood Maidstone Kent ME17 1LW Previously considered via email. Cllrs ratified decision to refer to planning officers for decision.	
414.2	Application: 21/505466/FULL Proposal: Demolition of garage and erection of single storey side and rear extension. Address: Fifth Acre 18 Charlesford Avenue Kingswood Maidstone Kent ME17 3PE Previously considered via email. Cllrs ratified decision to approve this planning application.	
415.	To review and discuss the joining of the KFRS/KALC Fire Hydrant Initiative	
415.1	Cllrs discussed joining the initiative however for this to be successful volunteers from members of the public would be required. If you are interested in becoming or finding out about becoming a Fire Hydrant Warden please contact the Parish Clerk.	
Signed _____		

415. 415.1	To consider request in relation to funding of Christmas Eve event Cllrs discussed request and resolved that further information is required. Clerk to contact resident.	Clerk
416. 416.1	To receive an update on the progress regarding The Community Building Cllrs discussed progress. The Village Hall Committee are waiting for Councillors to go back to them with regards to further information that they have requested. Cllrs are compiling this information so that a meeting date between both parties can then be arranged as soon as possible.	Cllr Davies, Cllr Hubbard, Cllr Pink and Cllr Parker
417. 417.1	To consider and resolve whether to apply for Contain Outbreak Management Fund (COMF) After due consideration Cllrs resolved that the Parish Council would not qualify for this fund.	
418. 418.1	To discuss the organisation of The Queens Platinum Jubilee Event Cllrs discussed ideas. Cllr Clark to put together a committee of volunteers.	Cllr Clark
419. 419.1	To review and discuss MBC Submission version of its Local Plan Circulated to Cllrs prior to meeting. Cllrs discussed and urge residents to have a look at the local plan and submit any comments they feel necessary. Broomfield and Kingswood can be found on map 31. Please see link below or contact Parish Clerk. https://localplan.maidstone.gov.uk/home/local-plan-review	
420. 420.1	To resolve whether to hold a December Parish Council meeting Cllrs resolved to organise a Parish and Parish Councillor Christmas get together on Monday the 20 th of December at 7.30pm. More details to follow, all welcome.	
421. 421.1	Residents' concerns To consider and resolve what if any action to be taken in respect of: Antisocial behaviour Cllrs discussed the issue of the increase in antisocial behaviour and crime in the village lately. Tyres have been slashed, pumpkins stolen and thrown at properties and cars, tools stolen from vans and the throwing of an MBC bin into someone's property. Clerk to speak to PCSO and to encourage residents to report all incidents, no matter how small.	Clerk
422. 422.1	Any other information Resignation of Cllr Ross – there are now three vacancies for Parish Councillors. If you are interested or would like more information please contact Hayley the Parish Clerk.	Amended
422.2	Feedback from RFO re Finance Conference 2021 RFO provided feedback from course and circulated slides to Councillors.	
422.3	Feedback from Clerk re Clerk in Action Clerk provided feedback from course and circulated slides to Councillors.	
422.4	Feedback from Clerk re Introduction to planning Clerk provided feedback from course and circulated slides to Councillors.	
422.5	Email from resident re parking on Cayser Drive/Bushy Grove near the school – concerns raised about the amount of cars and location of parked cars at school drop off and pick up times. PCSO was in attendance last week and is working with the school.	
422.6	Speedwatch – more volunteers are still required to make this a success. Please contact Hayley the Parish Clerk if you are interested.	
422.7	Royal British Legion Poppy Appeal – Clerk laid a wreath on behalf of the Parish Council at the Remembrance Day Service at Broomfield Church on Sunday the 14 th of November. The three poppies placed around the village were a lovely tribute and worked well. Councillors will look into placing more around the village next year. One resident suggested perhaps families could sponsor a poppy.	
422.8	Pavements - a resident raised a concern regarding the pavements around the village having moss and algae on them and now being slippery. Any concerns should be raised with Kent County Council on the following link https://www.kent.gov.uk/roads-and-travel/report-a-problem	
401. 401.1 401.2	Items for next agenda To review Nationwide savings account and the 95 day clause. To review and adopt the budget for 2022/23.	

Signed

402.	<p>Parish Council Meetings</p> <p>The next meeting of the Parish Council is scheduled for Monday 20 December 2021. 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 Clark closed the meeting at 9.17pm</p> <p>Signed _____</p>	
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