



# 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 19<sup>th</sup> January 2026

**Present at meeting:** Cllr Gareth Davies (Chairman), Cllr Linda Blainey, Cllr Daren Moss and Cllr Robert Mercer

Hayley Roberts - Parish Clerk/RFO

There was two members of the public present.

Cllr Sarah Emberson

Cllr Gary Cooke

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
<b>517.</b>	<b>To receive and approve apologies for absence</b>	
517.1	Cllr Pink – illness	
517.2	Cllr Clark – holiday	
517.3	Cllr Clarke - illness	
<b>518.</b>	<b>Councillors Declarations of interest in items on the agenda</b>	
518.1	Lobbying – None	
518.2	Personal Interest – None	
518.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) - None	
<b>519.</b>	<b>To appoint a Chairman for the meeting in the absence of Chairman Cllr Clark</b> Vice Chairman Cllr Davies was present and Cllrs resolved that he should be Chairman for the meeting.	
<b>520.</b>	<b>Welcome by the Parish Council Chairman, Cllr Gareth Davies</b>	
<b>521.</b>	<b>Reports from Representatives of Outside Bodies</b>	
521.1	Maidstone Borough Council – Ward Councillor – Cllr Gill Fort/Cllr Gary Cooke Apologies received from Cllr Fort however Cllr Cooke was in attendance. Local Government Reform – Applications have been submitted by Councils and are currently being reviewed by the Government. More information to be provided when available. Drop in Session – Cllr Fort and Cllr Cooke held a drop in session at Ledian Gardens which was very successful. Looking to do something similar in Kingswood. More details to follow.	
521.2	Kent County Council – County Councillor – Cllr Sarah Emberson Draft Budget – this will be taken to the full Council meeting on the 12 <sup>th</sup> of February. Due to efficiency and savings KCC have been able to limit the council tax rise to 3.99%. This is the lowest increase for the last ten years and below the maximum statutory level of 5%. This is despite the huge pressures for funding for adult social care and children and young people. Potholes – A new contractor, Ringway, has been assigned for Kent and will be starting on 1 May 2026. KCC hope this will result in an improvement. KCC are also looking heavily into pothole prevention measures. More information can be found on the following website... <a href="https://news.kent.gov.uk/articles/kent-county-council-signs-50m-a-year-highways-contract-to-keep-kent-moving">https://news.kent.gov.uk/articles/kent-county-council-signs-50m-a-year-highways-contract-to-keep-kent-moving</a> Road closures – this is still a big issue particularly with utility company emergency closures. Utility companies have a statutory obligation to close a road and KCC have no authority over this. It has been raised with Government but no new powers have been granted to Councils.	
<b>522.</b>	<b>To approve the minutes of the meeting of Broomfield &amp; Kingswood Parish Council held on Monday 15<sup>th</sup> December 2025</b> The above minutes were approved as a true copy and duly signed by Cllr Davies.  <div style="text-align: right;">Signed _____</div>	

<b>523.</b>	<b>Planning Applications</b> Application Ref: 25/505093/FULL Proposal: Erection of a single storey rear extension and front porch, including alterations to fenestration. Address: The Robins Broomfield Road Kingswood Kent ME17 3NY <b>After due consideration Cllrs had no objections to this application.</b>	
<b>524.</b> 524.1	<b>Ratification of Planning consultation applications decided by email using Delegation Powers re Planning (Minute No 19/101.1) Delegation;</b> Application Ref: 25/504938/LBC Proposal: Listed Building Consent for removal of fire escape platform, installation of rainwater overflow pipe, and to dismantle and rebuild 3no. merlons and a section of parapet wall. Address: Leeds Castle Ashford Road Hollingbourne Kent ME17 1PL <b>Cllrs ratified their decision that they had no objections to this application.</b>	
524.2	Application Reference: 25/505119/TPOA Proposal: Tree Preservation Order Application: G1 Sweet Chestnut - Crown raise to 12m, coppice leaning stem on SE end and clear fallen stem on NW end. Location: Paddock R/o 14 Cayser Drive Kingswood Kent ME17 3QB <b>Cllrs ratified their decision that they had no objections to this application.</b>	
<b>525.</b> 525.1	<b>Planning Outcomes (for report only)</b> Three applications have been decided since our last meeting; Application Ref: 25/504224/LBC Address: 2 Vine Cottages Lower Street Broomfield Kent ME17 1PT Proposal: Listed Building Consent for re-painting of the internal beams to an oak colour matching the original beams Decision by MBC: Application permitted 19.12.25	
525.2	Application Ref: 25/504671/FULL Address: Loxley House Gravelly Bottom Road Kingswood Kent ME17 3NT Proposal: Section 73 - Application for Minor Material Amendment to approved plans condition 2 (to allow for a change of the design and the external appearance of the approved dwelling.) pursuant to 24/502642/FULL Section 73 - Application for minor material amendment to approved plans condition 2 (to enable a minor change to the position of the approved dwelling) pursuant to 21/500168/FULL for - Demolition of the existing dwelling Loxley House and the erection of replacement dwelling with amenity space, landscaping and access. Decision by MBC: Application refused 08.01.26	
525.3	Application Ref: 25/504698/TPOA Address: 6 Nine Oaks Court Kingswood Kent ME17 1LW Proposal: TPO application to reduce one Sweet Chestnut (T1) to a height of 14m and 3m spread and removal of two Sweet Chestnut (T2 and T3). TPO 6 of 1992. Decision by MBC: Application Permitted 08.01.26	
<b>526.</b> 526.1	<b>Actions &amp; Outcomes (for report only)</b> All action updates are being dealt with within the agenda. <ul style="list-style-type: none"> <li>More plants have been stolen from another planter in the village and this has been reported to the Police again.</li> </ul>	
526.2	<ul style="list-style-type: none"> <li>Maidstone Borough Councils Gypsy, Traveller and Travelling Showpeople Development Plan Document – objections have been submitted by the Parish Council and consultation now closed. Await further information.</li> </ul>	
<b>527.</b> 527.1	<b>Finances and Payment of Accounts</b> Bank reconciliation December 2025 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Davies and RFO.	
527.2	Responsible Finance Officer's report December 2025 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Blainey and Cllr Mercer.	
527.3	To approve the schedule of payments for January 2026 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Davies and Cllr Moss.	
527.4	To ratify payments already made in December 2025 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Blainey and Cllr Mercer.	

**Signed** \_\_\_\_\_

527.5	Reconciliation of invoices against cheques and ledger for December 2025 Councillors reconciled the invoices against the ledger, Cllr Blainey and Cllr Mercer initialled the invoices and ledger accordingly.	
527.6	To consider the year end performance against the 2025/26 budget Cllrs considered the budget performance for 2025/26 so far.	
527.7	To resolve the level of precept for 2026/27 As per the approved budget Cllrs resolved to set a precept of £61,507. Cllr Davies and Clerk completed and signed the precept demand form for MBC. There will be no increase in the precept payment for residents.	
527.8	To consider request from The Countryside Charity Cllrs considered and resolved not to donate to The Countryside Charity. Clerk will look into the membership and report back.	
527.9	To discuss and resolve to approve Handyman's annual hourly rate increase Hourly rate will increase from 1 <sup>st</sup> February 2026 from £24 to £25 an hour. Cllrs discussed and approved this increase.	
<b>528.</b>	<b>Sports Field</b>	
528.1	Review of the month's Sports Field Inspection Sheets Motorbikes have been riding around the Sports Field and tearing up the grass. Please can we remind residents that motorbikes are not allowed on the Sports Field.	
528.2	To receive an update regarding the car park extension Clerk advised that a grant of £5000 had been secured from Maidstone Borough Council for the car park extension. Clerk advised that Cllr Clarke has been working on the layout of the extension and awaits a response from MBC in relation to a query.	
528.3	To review defibrillator inspection reports Defibrillators have been inspected and are in full working order. Cllrs reviewed the reports.	
<b>529.</b>	<b>Policing</b>	
529.1	Crime Figures Between 15:00 on Tuesday 9th of December and 11:00 on Friday 19th of December in Holly Tree Close. Somebody stole two rose trees from a planter. Crime Report No. 46/217437/25 - Posted 22/12/2025 On Monday 29th of December around 04:42 in Chartway Street. Somebody damaged a vehicle parked in a golf club car park. Crime Report No. 46/5538/26 - Posted 12/01/2026	
529.2	PC Phillips has been contacted regarding reported crime that is not showing on our reports. Going forward the Clerk will notify PC Phillips of any reported crimes that the Parish Council are aware of that are not shown so that this can be looked into further.	
<b>530.</b>	<b>To discuss the Neighbourhood Watch Scheme</b> The scheme has been set up and a social media post and email has been sent to ask for volunteers. If anyone is interested in finding out more about the Neighbourhood Watch Scheme please contact the Clerk  Neighbourhood Watch is about neighbours looking out for one another, sharing information, and helping to keep our community a safe, friendly, and welcoming place to live. It focuses on awareness and prevention, not confrontation. You don't need special skills or a lot of time, just an interest in your local area and a willingness to stay informed and connected.	
<b>531.</b>	<b>To discuss the Parish Council website</b> Clerk and Cllr Moss updated Cllrs. Still awaiting one quotation and a meeting is being held with a provider.	
<b>532.</b>	<b>To discuss the Tom Hoy Award 2026</b> Clerk discussed and nomination forms will be available shortly. There will be three winners this year; individual, business/local group and young person awards. More details to follow shortly.  <div style="text-align: right;">Signed _____</div>	

<b>533.</b>	<b>To review and discuss the recent water supply issues</b> Cllrs firstly thanked all those volunteers that gave up their time to run the water station. It was not an easy task but everyone did a fantastic job to ensure that residents had at least some water and the majority of residents were very grateful. Cllrs also want to thank Adam at Wents Service Station who opened his doors to allow residents to collect water free of charge. Cllrs discussed all of the issues and resolved to write a letter of complaint to SEW and copy in OFWAT and MP Helen Whately. Clerk to action.	<b>Clerk</b>
<b>534.</b>	<b>To discuss the placement of a village bench</b> Item to be moved to next month's agenda.	
<b>535.</b>	<b>Feedback from MP Helen Whately's roundtable meeting</b> Clerk provided feedback from a Parish Council meeting with Helen Whately. A number of Parish Councils attended and the following were discussed... South East Water issues Highways and road closures Planning Operation Brock Country Lanes Devolution	
<b>536.</b> 536.1  536.2	<b>Residents' concerns</b> 536.1 Dog Fouling – this is a big issue again. If anyone has any information regarding who is not picking up after their dog please contact the Clerk. The roads have been reported to MBC by the Clerk and should be cleaned shortly. 536.2 Fly tipping – on Christmas Day a large amount of newspapers was dumped along Chartway Street/Duck Pond Lane. Cllrs wish to thank the resident who kindly cleared this up. We have made MBC aware of what happened.	
<b>537.</b>	<b>Any other information</b> Speedwatch – volunteers are still required, if you have a spare hour and want to make a difference to our roads please contact the Clerk for more information.	
<b>515.</b> 515.1 515.2 515.3	<b>Items for next agenda</b> 515.1 To discuss car park extension 515.2 To discuss the placement of a bench within the village 515.3 To discuss next steps in relation to a new Parish Council website	
<b>516.</b>	<b>Parish Council Meeting</b>  <b>The next meeting of the Parish Council is scheduled for Monday 16<sup>th</sup> February 2026. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.</b>  <b>Cllr Davies closed the meeting at 8.56pm.</b>  Signed _____	