



Broomfield and Kingswood Parish Council

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Minutes of the Meeting of the Parish Council

Minutes of the meeting of the Parish Council held at
the Village Hall, Kingswood, on Monday 17 February 2020

Present: Cllr Tina Clark (Chair); Cllr Laura Hubbard; Cllr Mike Darling; Cllr Aimee Parker; Cllr Tom Hoy; Cllr Gareth Davies (6)

Pam Bower - Clerk

Three members of the public were present at the meeting

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

Cllr Clark opened the meeting at 19:17

Min No	Item	Action
	Issues raised by Members of the public: <ol style="list-style-type: none"> Chartway Street – concern was raised that this road is dangerous particularly as there are no white line markings on the road. Cllrs advised that the lines are repainted regularly. The Parish Council will report this online via the following link. www.kent.gov.uk/roads-and-travel/report-a-problem but residents need to also report it. Flooding outside the Ridge Golf course – concern was raised about this issue. Cllrs advised that the water had been pumped out today and that the Golf Course have complained about it. Gravelly Bottom Road – concern was raised about the potholes and the flooding on the road. As with Chartway Street, whilst the Parish Council can report the issue online, residents also need to report it. 	<p>Clerk</p> <p>Clerk</p>
259	To receive and approve apologies for absence Apologies were received and approved for: Cllr Janet Tandy – family commitments Jo Gosden, RFO – family commitments	
260	Councillors Declarations of interest in items on the agenda <ol style="list-style-type: none"> Lobbying – None Personal Interest – None Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) – None 	
261	Reports from Representatives of Outside Bodies <ol style="list-style-type: none"> Kent County Council – County Councillor – Maidstone Rural East – Shellina Prendergast – apologies received. No report provided. Maidstone Borough Council – Ward Councillor – Gill Fort <ul style="list-style-type: none"> Local Plan – the Leaders of all the parties and the 2 MPs have written to the Secretary of State saying that the formula for housing is not suitable for Maidstone and needs to be reviewed. A meeting has taken place with officers and members re the Call for Sites. Members requested that sites put forward that are unsustainable should not be considered but officers advised that all sites put forward need to be considered. Elder Close Appeal - many residents are concerned about this Leeds/Langley Bypass – all is quiet re this at the moment. Cllr Fort is lobbying for something to be put in the Local Plan re this. Deputy Mayor – the Deputy Mayor sadly died on Saturday. 	

Signed _____

<p>262 262.1</p>	<p>30 mph speed limit on the Lenham Road Kent Highways has given the go ahead for the proposed 30mph speed limit on the Lenham Road, running from Wents Service Station to the existing 30 mph in Kingswood. It was estimated the cost would be in the order of £4k. Cllr Prendergast has advised that she is happy to fund the cost of the TRO to reduce the speed limit from her members grant. Following discussion and as this will benefit Broomfield and Kingswood residents too, Councillors resolved to contribute £250 towards the remaining costs. Clerk to advise the Chair of Ulcombe Parish Council accordingly.</p>	<p>Clerk</p>
<p>263 263.1</p>	<p>To approve the minutes of the meetings of Broomfield & Kingswood Parish Council Minutes of the Parish Council meeting held on 20 January 2020 The above minutes were approved and duly signed as a true record by Cllr. Clark</p>	
<p>264 264.1</p>	<p>Actions and Outcomes (for report only) Councillors noted that most of the actions are either in progress, complete or on the agenda for discussion.</p>	
<p>265 265.1 265.2 265.3 265.4 265.5 265.6</p>	<p>Planning Applications Application: 19/506397/FULL Proposal: Erection of a fully glazed single-storey rear extension with ragstone chimney and new internal partitions. Single storey infill side extension to provide greater amenity space for master bedroom. Ancillary works to include a new front door, new gable glazing, partial timber cladding of the dwelling and increased decking area. Location: The Apiary Gravelly Bottom Road Kingswood Maidstone, Kent ME17 3NT APPROVED Following due consideration, Councillors approved this application</p> <p>Application: 20/500178/FULL Proposal: Raising of roof height and insertion of dormers to provide additional bedrooms Location: 1 Charlesford Avenue Kingswood Maidstone Kent, ME17 3PE This application was previously reviewed by Councillors via email as per the approved Scheme of Delegation, Planning Applications. (See Item 264.7 below)</p> <p>Application: 20/500268/FULL Proposal: Erection of single storey front extension with creation of front balcony and single storey rear extension. Location: Sevenoaks Gravelly Bottom Road Kingswood Maidstone, Kent ME17 3NS APPROVED Following due consideration, Councillors approved this application</p> <p>Application 20/500416/FULL Proposal: Demolition of the existing fire damaged building and the erection of a replacement industrial/commercial building. Location: The Homestead Gravelly Bottom Road Kingswood Kent, ME17 8NX APPROVED Following due consideration, Councillors approved this application</p> <p>Application: 20/500304/FULL Proposal: Erection of single storey rear extension including basement and alterations to existing balconies and bi-folding doors. Location: Barnhall Lodge Gravelly Bottom Road Kingswood, Maidstone Kent ME17 3NS APPROVED Following due consideration, Cllrs approved this application subject to the reasons for Maidstone Borough Council's refusal of application 19/502268/FULL being addressed</p> <p>To consider if Cllrs wish to modify/withdraw previous representations re the following: Notification of Appeal Lodged with the Planning Inspectorate Proposal: Erection of a single storey rear extension to existing dwelling and erection of 1no. new semi-detached dwelling</p> <p>Signed _____</p>	

<p>265.7</p>	<p>Location: 2 Elder Close, Kingswood, Maidstone An appeal has been lodged by Mr J Hobson in relation to the above for the following reason: Maidstone Borough Council has refused permission for this application.</p> <p>Following consideration Councillors agreed they do not wish to modify/withdraw previous representations</p> <p>To ratify the decision made regarding the following application under the scheme of delegation, planning applications: Application: 20/500178/FULL Proposal: Raising of roof height and insertion of dormers to provide additional bedrooms. Location: 1 Charlesford Avenue Kingswood Maidstone Kent ME17, 3PE The decision was to approve</p> <p>Councillors ratified the decision taken at the January 2020 Parish Council meeting under the Scheme of Delegation, Planning Applications.</p>	
<p>266 266.1</p>	<p>Planning Outcomes There were to no planning outcomes to report.</p>	
<p>267 267.1 267.2 267.3 267.4 267.5 267.6 267.7 267.8 267.9</p>	<p>Finances and Payment of Accounts - RFO Bank reconciliation – January 2020 This was circulated prior to the meeting, agreed by all and signed by a Councillor and the RFO.</p> <p>Responsible Finance Officer's report This item was circulated prior to the meeting, agreed by all and signed by two Councillors.</p> <p>To approve accounts for payment & ratify payments already made Councillors resolved to approve the accounts for payment & ratified payments already made.</p> <p>To approve the schedule of payments for February 2020 Councillors resolved to approve the schedule of payments for September 2019 and the document was duly signed by 2 Councillors.</p> <p>Reconciliation of invoices against cheques and ledger for November & December 2019 Councillors reconciled the invoices against the ledger and initialled the invoices and ledger accordingly.</p> <p>To consider performance against the 2019/20 budget to date Councillors noted performance against the 2019/20 budget.</p> <p>To resolve to amend signatories for cheques and bank accounts Cllrs resolved to amend the signatories for cheques for all the new Councillors and Cllr Parker agreed to be a signatory for online banking. RFO to contact banks accordingly. RFO to also send a text alert to Cllrs when an online payment is waiting for be authorised.</p> <p>To consider the emails received regarding the precept flyer Following due consideration, Cllrs agreed that this was the first time a flyer had been produced re the precept and comments would be taken onboard when preparing the flyer for future years. In addition, an abridged version of the budget would be put on the website in due course.</p> <p>To consider a change of the XLN tariff After due consideration Cllrs resolved to remain on the current XLN tariff but when it expires in June 2021 consideration to be given to other tariffs. RFO to action in conjunction with Cllr Pink.</p>	<p>RFO RFO</p> <p>Clerk Clerk</p> <p>RFO/Cllr Pink</p>
<p>Signed</p>		

267.10	To consider the Auditors response re S137 monies Cllrs considered the Auditors response.	
268 268.1	Maternity Cover To resolve how to cover the RFO when she goes on Maternity Leave After consideration Cllrs resolved that an advert be placed in the Parish News and local clerks asked if they would like to take up the temporary position. Clerk to also check with KALC and SLCC.	Clerk
269 269.1	Members of Committees To resolve membership of committees following the resignations of Cllr Darling and Cllr Page Cllr Hubbard agreed to attend Village Hall Committee meetings on behalf of the Parish Council and Cllr Parker agreed to be a member of the Parish News Working Group.	
270 270.1	Co-option of Chris Pink To formally co-opt Chris Pink onto the Parish Council. Councillors voted unanimously to co-opt Chris Pink onto the Parish Council. Clerk to advise MBC accordingly	Clerk
271 271.1	Policing Crime Figures Between 10:00pm on Saturday 11th of January and 9:40am on Sunday 12th of January in No Road Name. Somebody broke into a shed at a residential property stealing several items. Between 12:01am on Monday 27th of January and 11:30am on Monday 10th of February in Broomfield Road. Somebody broke into a shed at a residential property. A child's motorbike, hand-mower and tools have been stolen. On Saturday 8th of February between 8:00pm and 11:00pm in Gravelly Bottom Road. Fence panels have been removed from a property.	
272 272.1	Feedback from Coffee Morning – Cllr Clark To receive feedback from the monthly coffee morning held on 01.02.20 Cllr Clark advised that issues raised included: Roads Soil on a bench in the Sportsfield Flooding at the Ridge Golf Course Dog Mess – there is a website for reporting dog mess. This to be put in the Parish News Many residents were pleased that the Parish Council appears to be getting more involved in the Parish. Residents were also very happy with the Picnic in the Park held in 2019 2 younger members of the community felt that a skate park would be beneficial to the community. It was agreed that Cllrs should look at the Lenham Skate Park and that the Clerk should investigate putting a skate park in the Sports Field. Concern was raised re the overgrown hedge on the corner of Whitehall Drive and Charlesford Avenue. Clerk to raise this with Sue Laporte.	Clerk Cllrs/Clerk Clerk
273 273.1 273.2	Reports East of Maidstone Transport Group Meeting, 20.01.20 - Cllr Clark The new Bus service started on Monday, 17 February and timetables will be delivered to resident this week. They are also available in the post office. The pilot will last for 1 year and the future of the bus service in the area could depend upon the success of this trial period. The buses will stop at the Potting Shed, Aldi and Morrisons. It was suggested that a 'flag it down' service on Chartway Street might be useful. Launch of the brand-new Guide to the Role of the Safety Advisory Group, 21.01.20 – Cllr Clark This was not so much a launch as an opportunity for front line services to advise how they can help if an event is being organised. Signed _____	

274	Parish Events	
274.1	To receive an update on the progress of Parish Events in 2020 The first meeting of the Parish Events Working Group has taken place. The summer event, Party in the Park, will take place on 20 June 2020. It will be like last year. Enquiries to be made re hiring of a marque. Future meetings of the Working Group will be in the evenings to encourage those working during the day to become involved.	Cllr Clark
	VE Day Party – this will take place on afternoon of 8 May at the Village Hall. Clerk to advertise in Parish News, Cllrs Hubbard and Cllr Clark to make further enquiries about the entertainment.	Cllr Hubbard/Clark
274.2	To resolve when the next litter picking exercise should take place Following discussion, Cllrs agreed this should take place on Sunday 15 March between 2 and 5pm. Clerk to advertise.	Clerk
275	Grants	
275.1	To consider what action to be taken when the Council is approached for a grant. Following consideration Cllrs resolved that an application form does not need to be completed for applications of £50 or less.	
275.2	To consider the draft Grants Policy and Grants application form Both were adopted subject to the Grants Policy being amended accordingly and circulated via email to Cllrs.	Clerk
276	Sports Field	
276.1	To further consider how to resolve the opening and closing of the Sports Field Gates Following discussion Cllrs resolved that the gates would need to remain open. The thinning of the trees between the car park and the road to be investigated and a height barrier to be put in place.	Clerk
276.2	To consider the email received regarding aggressive dogs in the Sports Field Following consideration of the email, Cllrs resolved that something be put in the Parish News, Facebook site, website and be emailed to residents re the field being for everyone and dogs need to be kept under control and their mess picked up. Clerk to action.	Clerk
276.3	To ratify the decision taken at the January Parish Council meet to continue to use the current company for grass cutting in the Sports Field and around the village. Cllrs ratified the decision taken at the January Parish Council meeting.	
276.4	To consider the quotes provided from Maria Cook for the annual inspection of the sports field This item was deferred to the March 2020 Parish Council meeting.	Clerk
277	Resignation of Cllr Page	
277.1	To ratify the decision taken at the January Parish Council meet to accept the resignation of Cllr Page Cllrs ratified the decision taken at the January Parish Council meeting to accept the resignation of Cllr Page	
278	Parish Council Working Groups	
278.1	To receive a report from the Parish News Working Group – Cllr Darling Cllrs were advised that most advertisers are happy with the new prices for advertising and articles for the next issue of the Parish News are being received. It was agreed the local pubs to be chased re advertising	Cllr Darling/Davies
278.2	To receive a report from the Community Building Working Group – Cllr Hoy Cllr Hoy previewed the presentation that will be given at the Parish Consultation meeting that will be taking place on the morning of Saturday 21 March. Cllrs to consider questions that might be asked.	All Cllrs
	Signed _____	
279	Cart Shed at Park Barn Farm – Cllr Hoy	
279.1		Cllr Hoy

	Following discussion, it was agreed that Cllr Hoy would draft a letter to Leeds Castle on behalf of the Parish Council re the deteriorating cart shed.	
280	Any other information	
280.1	CCTV – Cllr Pink This item to be discussed over email and reported on at the next meeting.	Clerk/Cllrs
280.2	Attendance at monthly coffee morning This item was deferred to the March Parish Council meeting	Clerk
280.3	Additional planning This to be considered via email according to the Scheme of Delegation, Planning Applications.	Clerk/Cllrs
280.4	Sports Field Fence Following discussion Cllr Davies agreed to have a discussion with the resident and the Clerk would obtain a copy of the relevant Deed.	Cllr Davies/ Clerk
280.5	Email query re Neighbourhood Plan Review This item to be covered via email and reported on at the next meeting.	Clerk
281	Items for next agenda <ul style="list-style-type: none"> • Co-option of Ken Pattison • Quotes for annual inspection of Sports Field • Attendance at monthly coffee morning 	
282	Parish Council Meetings The next meeting of the Parish Council will be on Monday 16 March 2020, at The Village Hall, Gravelly Bottom Road, Kingswood from 19:15. There was no further business, Cllr Clark closed the meeting at 22:19 Signed _____	