



# 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 virtually via Zoom  
on Monday 20 July 2020

Present: Cllr Tina Clark (Chair); Cllr Tom Hoy; Cllr Gareth Davies; Cllr Chris Pink; Cllr Ken Pattison  
(5)

Pam Bower - Clerk

There were three 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 19:28

Min No	Item	Action
	<b>Planning application for Woodview, Lenham Road</b> The Vice-Chair of Ulcombe Parish Council advised that Woodview is currently a bungalow and the planning application is to retain the bungalow and add 4 x mobile caravan pitches and associated vehicles etc. A previous application for 2 x detached houses has already been refused. Ulcombe Parish Council have concerns with the application and asked if Broomfield and Kingswood Parish Council would be willing to make a comment on the application. The deadline for submission of comments is 31 July 2020. Ulcombe's Vice Chair agreed to circulate Ulcombe's response to Councillors.	ML
37	<b>To receive and approve apologies for absence</b> Apologies were received and approved for: Jo Gosden, RFO – maternity leave Cllr Aimee Parker – family commitments Cllr Laura Hubbard – family commitments Cllr Janet Tandy – family commitments Cllr S Prendergast	
38	<b>Councillors Declarations of interest in items on the agenda</b> 38.1 Lobbying – None 38.2 Personal Interest – Cllr Clark re item 4.1 38.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) – None	
39	<b>Reports from Representatives of Outside Bodies</b> 39.1 Kent County Council – County Councillor – Maidstone Rural East – Shellina – Prendergast – apologies received. 39.2 Maidstone Borough Council – Ward Councillor – Gill Fort <ul style="list-style-type: none"> <li>Maidstone Borough Councils' (MBC) finances will not be great because of lockdown and there will be a deficit in the figure. The exact amount should be known soon.</li> <li>Black Lives Matter – MBC have reviewed all statues in the Borough, and none can cause offence.</li> <li>The first Council Skype meeting has taken place.</li> <li>MBC wrote to the Chairman of the Housing Panel requesting a discussion about the housing figures that need to go into the Local Plan. This meeting has taken place and a press release should be coming out. MBC put forward the case for a</li> </ul>	

**Signed**

	<p>slight decrease and some flexibility.</p> <ul style="list-style-type: none"> <li>Leeds/Langley Relief Road – KCC need to present a formal proposal to MBC so that it can be put into the Local Plan. KCC are sitting on the fence regarding potential routes. Gill Fort and Wendy Young, Cllr for the Sutton Valence and Langley Ward, have written to Roger Gough, Leader of KCC. The monitoring work undertaken by KCC took place 18 months ago and may be out of date now.</li> <li>Charltons Farm – Gill fort has written to them re the destruction of the verges along the Lenham road etc but has not received a response.</li> </ul>	
<p><b>40</b></p> <p>40.1</p> <p>40.2</p> <p>40.3</p> <p>40.4</p>	<p><b>Planning Applications</b></p> <p>The following Planning Application to be considered and resolved:</p> <p>Application: 20/502660/TPOA Proposal: Tree Preservation Order application: Oak T1 and T2: Crown reduction 2 - 3m the spread will reduce from approx. 60m to 54m but the height of the trees will remain at approx..120ft. Crown lift from approx. 60ft to 80ft as overhanging gardens, reducing light to neighbouring properties. <b>Location: The Oaks, Broomfield Road, Kingswood, Maidstone, Kent ME17 3NZ .</b> <b>APPROVED</b></p> <p>Following due consideration, Councillors approved this application</p> <p>Application: 20/502679/FULL Proposal: Demolition of the existing dwelling Loxley House and the erection of replacement dwelling with amenity space, parking, landscaping and access (Re-submission of 19/503648/FULL). <b>Location: Loxley House Gravelly Bottom Road Kingswood Maidstone Kent ME17 3NT</b> <b>NO COMMENT</b></p> <p>Following discussion Cllrs made no comment and requested that this be deferred to Maidstone Borough Councils Planning Officers determination</p> <p>Application: 20/502117/FULL Proposal: Change of use of land and the stationing of 12no. holiday cabins, with associated landscaping and access. <b>Location: The Finches Chartway Street East Sutton Kent ME17 3DU</b> <b>NO COMMENT</b></p> <p>Following discussion Cllrs made no comment and requested that this be deferred to Maidstone Borough Councils Planning Officers determination</p> <p>Ratification of decision taken under the Scheme of Delegation re the following application: Application: 20/502644/FULL Proposal: Erection of a single storey front and side extension and a single storey rear extension. <b>Location: 16 Bushy Grove Kingswood Maidstone Kent ME17 3QL</b></p> <p>Councillors ratified this decision.</p>	
<p><b>41.</b></p> <p>41.1</p> <p>41.2</p>	<p><b>Planning Outcomes (for report only)</b></p> <p>Councillors noted that the following applications have been approved by MBC:</p> <p>Application: 20/501862/FULL Proposal: Insertion of new, replacement and repositioning of windows, doors and rooflights with re-cladding of external walls <b>Location: Gravelly Barn Gravelly Bottom Road Kingswood Maidstone Kent ME17 3NX</b> MBC Approved this on 26.06.20</p> <p>Applications: 20/501872/FULL Proposals: Insertion of two dormers and one roof light to the front Location: 19 Cayser Drive Kingswood Maidstone Kent ME17 3QD MBC Approved this on 23.06.20</p> <p><b>Signed</b> _____</p>	

41.3	<p>Applications: 20/501874/FULL Proposals: Change of use of land to use as residential caravan site for one gypsy family with two caravans, together with laying of hardstanding and erection of amenity building Location: Orchard Farm Nursery Chartway Street Sutton Valence Maidstone Kent ME17 3JB</p> <p>MBC Approved this on 22.06.20</p>	
42. 42.1	<p><b>To approve the minutes of the meetings of Broomfield &amp; Kingswood Parish Council</b> Minutes of Parish Council Meeting held on 15 June 2020 The above minutes were approved. Councillors resolved that as this meeting was a virtual one, the minutes could be signed as a true record by Cllr Clark outside of the meeting.</p>	<b>Cllr Clark</b>
43. 43.1	<p><b>Actions &amp; Outcomes (for report only)</b> Councillors noted that most actions are either complete or on hold. Cllrs were reminded that they need to send a Bio to the Clerk to go on the new website.</p>	<b>Cllrs</b>
44.	<p><b>CCTV</b> Cllrs continued their discussion regarding a new CCTV system. Cllr Pink agreed to get quotes and bring them to the August Parish Council meeting.</p>	<b>Cllr Pink</b>
45. 45.1  45.2  45.3  45.4  45.5  45.6	<p><b>Finances and Payment of Accounts - RFO</b> Bank reconciliation – June 2020 This was circulated to Councillors prior to the meeting and agreed by all at the meeting, As the meeting was a virtual one, Councillors resolved that the documents could be signed by a Councillor and the Clerk outside of the meeting.</p> <p>Responsible Finance Officer's report June 2020 This was circulated to Councillors prior to the meeting and agreed by all at the meeting. As the meeting was a virtual one, Councillors resolved that the documents could be signed by two Councillor outside of the meeting.</p> <p>To approve accounts for payment &amp; ratify payments already made in June 2020 Councillors resolved to approve the accounts for payment &amp; ratified payments already made in March and April 2020.</p> <p>To approve the schedule of payments for June 2020 There are no payments awaiting approval.</p> <p>Reconciliation of invoices against cheques and ledger for March 2020 and April 2020 As the meeting was a virtual one, Councillors resolved that the invoices could be reconciled against the ledger and the invoices and ledger initialled accordingly by a Councillor outside of the meeting.</p> <p>To consider the final performance against the 2020/21 budget Councillors noted the performance against the 2020/21 budget</p>	<p><b>Cllr/Clerk</b></p> <p><b>Cllr/Clerk</b></p> <p><b>Cllr/Clerk</b></p>
46. 46.1	<p><b>Policing</b> Crime Figures There are still no crime figures to report.</p>	
47. 47.1	<p><b>Boxing Club</b> To receive an update on hosting a boxing club in the village. Cllr Pattison advised that as the school could not be used it had been suggested that in the meantime, sessions take place in the Sports Field. KCC had advised it could not happen there as there were no toilet facilities. The Scouts had therefore been contacted and had agreed to their toilets being used providing the back entrance was used and the toilets were professionally cleaned before use and prior to the scouts returning to the hut. Following discussion, Cllrs resolved to pay for professional cleaners. Cllr Pattison to liaise with Wayne Smith.</p> <p style="text-align: right;">Signed _____</p>	<b>Cllr Pattison</b>

47.2	To ratify the decision taken to pay for the hire of the school hall Councillors ratified this decision.	
<b>48.</b> 48.1	<b>Sports Field</b> Permissive Footpath – to resolve if the yearly cut back of the permissive footpath should take place Following discussion Cllrs agreed that this should take place. Clerk to advise accordingly.	<b>Clerk</b>
<b>49.</b> 49.1	<b>Air Ambulance</b> To ratify the decision taken to donate £250 to the Air Ambulance Cllr ratified this decision.	
<b>50.</b> 50.1	<b>Model Code of Conduct Consultation</b> Cllr to respond to this consultation by 17 August 2020 Cllrs were reminded that this is an important consultation and were advised to complete the questionnaire.	<b>Cllrs</b>
<b>51.</b> 51.1	<b>Reports</b> Maidstone Area KALC meeting, 29.06.20 – Cllr Clark Cllr Clark advised that discussion took place about the MBC financial deficit and the housing situation. Clerk to circulate the minutes of the meeting to all Cllrs.	<b>Clerk</b>
<b>52</b> 52.1  52.2  52.3  52.4	<b>Any other information</b> Play Area Equipment Cllr Davies advised that he had been in touch with Maria Cook who had suggested that the person who installed the equipment be contacted re measures that need to be taken following the Annual Inspection. The Clerk advised that she had already met with the Village Handymen who had agreed to undertake all necessary works.  Scout Hut Roof and youths who climb on it Cllr Davies advised that whilst the Scouts could put appropriate paint/barbed wire on the roof, they would be responsible if youths did climb on it and hurt themselves as they own the hut. It was suggested that another camera be installed that covers the roof. Clerk to advise accordingly.  Wildlife in the woods The Chair advised that she was investigating producing a posters that could be put on the noticeboards and in the school re all the wildlife that could be found in the woods. Clerk to source information received from Kent Wildlife Trust.  Play area Parish Councillors agreed that Maidstone Signs should be asked to make signs for the play area re C19 now that it is open. This decision to be ratified at the August Parish Council meeting.	<b>Clerk</b>    <b>Clerk</b>
<b>53.</b>	<b>Items for next agenda</b> <ul style="list-style-type: none"> <li>Approval of the Annual Internal Audit Report, the Annual Governance Statement Sections 1 and 2CCTV</li> <li>Ratification of decision re play area signs</li> </ul>	<b>Clerk</b>
<b>54.</b>	<b>Parish Council Meetings</b>  The next meeting of the Parish Council will be on Monday 17 August. If the lock down is still in place, this meeting will take place virtually via the Zoom Application. If the lock down has been lifted, the meeting will take place at The Village Hall, Gravelly Bottom Road, Kingswood from 19:15  There was no further business, Cllr Clark closed the meeting at 21.15  <b>Signed</b> _____	