



# 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 17 June 2024

**Present at meeting:** Cllr Tina Clark (Chairman), Cllr Gareth Davies (Vice Chairman), Cllr Simon Pearce, Cllr Malcolm Clarke and Cllr Chris Pink.

Hayley Roberts - Parish Clerk/RFO

There was one member 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 7:34pm

Min No	Item	Action
129.	<b>To receive and approve apologies for absence</b> Cllr Daren Moss – work commitments	
130. 130.1 130.2 130.3	<b>Councillors Declarations of interest in items on the agenda</b> Lobbying – None Personal Interest – None Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) - None	
131.	<b>Welcome by the Parish Council Chairman, Cllr Tina Clark</b>	
132. 132.1  132.2	<b>Reports from Representatives of Outside Bodies</b> Maidstone Borough Council – Ward Councillor – Gill Fort – apologies sent and update email received from Cllr Gill Fort and read by Clerk at the meeting: Cllr Fort advised nothing new to report. MBC are waiting for the new administration to unveil their plans for the municipal year. The waste service is still missing areas, please continue to keep Cllr Fort/the Parish Clerk informed of any missed collections.  Kent County Council – County Councillor – Maidstone Rural East – Shellina Prendergast Apologies sent and update email received from Cllr Shellina Prendergast and read by Clerk at the meeting: Couple of things by way of an update – happy to take up power cut situation with UKPN but will need some more details.  Regarding HGVs, I mentioned Lorry Watch - <a href="https://www.kent.gov.uk/roads-and-travel/travelling-around-kent/lorries-and-hgv/lorry-watch">https://www.kent.gov.uk/roads-and-travel/travelling-around-kent/lorries-and-hgv/lorry-watch</a> - which has worked really well in other areas I represent. It will need some commitment from residents – much like Speedwatch – but gives the opportunity to identify those who are using our rural lanes without good reason and the Freight Team at KCC are really good at picking up and communicating with business local or otherwise. And as discussed, provides an evidence base for Kent Police where restrictions are being breached. Have a look at the website and let me know if you need any help.	<b>Clerk</b>
133.	<b>To approve the minutes of the meeting of Broomfield &amp; Kingswood Parish Council</b> <b>Minutes of Annual Parish Council Meeting held on 20<sup>th</sup> May 2024</b> The above minutes were approved as a true copy and duly signed by Cllr Clark.	
134.	<b>Ratification of Planning consultation application decided by email using Delegation Powers re Planning (Minute No 19/101.1) Delegation;</b> <b>Application Reference: 24/502132/TPOA</b> <b>Proposal: Tree Preservation Order Application: Trim overhanging branches of 4 trees from the woodland adjoining the side and rear of the house back between 1.5m and 2m to the boundary.</b> <b>Location: Kingsway Cottage Lenham Road Kingswood Kent ME17 1LZ</b> Cllrs ratified decision to that after due consideration Cllrs had no objections to this application.  <div style="text-align: right;">Signed _____</div>	

<p><b>135.</b></p> <p>135.1</p> <p>135.2</p>	<p><b>Planning Applications</b></p> <p>Application Ref: 24/502065/FULL Proposal: Erection of a rear garden room. Address: Dunrovin 17 Charlesford Avenue Kingswood Maidstone Kent ME17 3PE <b>After due consideration Cllrs had no objections to this application.</b></p> <p>Application Ref: 24/502259/FULL Proposal: Erection of a single storey rear extension. Address: Hayden House Chartway Street Sutton Valence Maidstone Kent ME17 3HZ <b>After due consideration Cllrs had no objections to this application.</b></p>	
<p><b>136.</b></p>	<p><b>Planning Outcomes (for report only)</b></p> <p>One application has been updated since the last PC meet: Application Ref: 24/500581/FULL Proposal: Change of use of land to residential caravan site for one gypsy family, including stationing of 1(no) mobile home and erection of summerhouse, entrance gate and fencing, and creation of vehicle access onto Chartway Street. (Retrospective) Address: Orchard Farm Nursery Chartway Street Sutton Valence Kent ME17 3JB MBC Decision: Application refused 10.06.24</p>	
<p><b>137.</b></p> <p>137.1</p> <p>137.2</p> <p>137.3</p> <p>137.4</p> <p>137.5</p> <p>137.6</p>	<p><b>Actions &amp; Outcomes (for report only)</b></p> <p>Cllrs reviewed and discussed actions and outcomes...</p> <ul style="list-style-type: none"> <li>- First Aid Courses – when shall these be arranged for? Date to be confirmed shortly</li> <li>- Defibrillator at Sports Field being installed over the next two weeks.</li> <li>- Silent Tommy Statue should be reinstated within the next two weeks.</li> <li>- Planters have now been fully updated, including new plants.</li> <li>- Emergency plan – do we need to arrange a meeting? To be added to the next agenda.</li> <li>- Website – no interest from advert for web developer in Parish News. How do we proceed?</li> </ul> <p>Cllr Pink to research and report back.</p>	<p><b>Clerk</b></p> <p><b>Clerk Cllr Pink</b></p>
<p><b>138.</b></p> <p>138.1</p> <p>138.2</p> <p>138.3</p> <p>138.4</p> <p>138.5</p> <p>138.6</p>	<p><b>Finances and Payment of Accounts</b></p> <p>Bank reconciliation May 2024 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting and signed by Cllr Pink and RFO.</p> <p>Responsible Finance Officer's report May 2024 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting and signed by Cllr Clark and Cllr Clarke.</p> <p>To approve the schedule of payments for June 2024 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Davies and Cllr Pink.</p> <p>To ratify payments already made in May 2024 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting and signed by Cllr Clark and Cllr Clarke.</p> <p>Reconciliation of invoices against cheques and ledger for March 2024 Cllrs reconciled the invoices against the ledger and Cllr Pearce initialled the invoices and ledger accordingly.</p> <p>To consider performance against the 2024/25 budget Circulated prior to meeting. Clerk reviewed budget for the year 2024/25 so far.</p>	
<p><b>139.</b></p> <p>139.1</p> <p>139.2</p>	<p><b>Sports Field</b></p> <p>Review of the month's Sports Field Inspection Sheets Weeds have appeared in the rubber mulch – Email from Sovereign Play - Weeds may appear on the surface; this is as a result of windblown seeds. A small number of weeds can be removed by hand without damaging the surface. If weeds are removed by hand, it is important to ensure that the full root of the weed is extracted and not broken off. Clerk to ask Paul Beaney to remove.</p> <p>To discuss quotation for repair of damaged gate and resolve whether to proceed Cllrs discussed quotation and resolved to proceed with repair. Clerk to arrange.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<p><b>140.</b></p>	<p><b>Policing Crime Figures</b></p> <p>On Sunday 9th of June between 15:40 and 16:05 in Lenham Road. Somebody stole a vehicle, P66***, from the road. Crime Report No. 46/95583/24 - Posted 11/06/2024</p> <p style="text-align: right;"><b>Signed</b> _____</p>	

141.	<b>To review and resolve to accept the Asset Register</b> Cllrs reviewed updated Asset Register and resolved to adopt it. Signed by Cllr Clark.	
142.	<b>To receive an update on the Joint Village Hall Project</b> Cllr Clark advised that Architects have been shortlisted and an Architect has now been chosen. Await preliminary plans with costings. Cllr resolved to fund the cost of the Architect and Quantity Surveyor.	
143.	<b>To discuss antisocial behaviour and the possible installation of street lighting</b> Cllrs discussed the installation of street lighting in relation to antisocial behaviour. A referendum was held many years ago in which residents voted in favour of not having street lights. Cllrs had concerns about who would fund street lighting (installation and running costs) if it was something that was to be installed and expressed concerns that it could open the door for further development of the Parish. Having said that one positive would be the potential to have improved speed restrictions that require street lighting to be present. Cllrs resolved to speak to KCC Highways at the next meeting in relation to the potential of street lighting and report back with further information.	Cllr Pearce
144.	<b>Residents' concerns</b> 144.1 Waste Collections The waste service is still not working effectively and Cllrs expressed their own and residents concerns regarding this and the mixing of refuse types. Cllrs resolved that a formal letter of complaint should be sent to MBC expressing concerns and asking for confirmation of the route that is used for the Parish. Clerk to action. 144.2 HGVs A resident has asked if local farms could be contacted in relation to the HGVs using incorrect routes to their farms and also the possibility of including a map with correct routes. Cllrs discussed and advised that this has been actioned before by the Parish Council and was not effective. Cllrs agreed that it would be useful to contact local farms again. Cllr Pearce advised the issue of HGVs is being discussed with other Parishes at the Co-Ordinated Parishes Traffic Group. Cllrs resolved that Cllr Pearce should speak to other Parishes at the next meeting as perhaps a group Parish Council letter to all local farms may be more effective.	Clerk        Cllr Pearce
145.	<b>Any other information</b> 145.1 Bleed/Stab kit – Clerk looked into the possibility of these and there are a number of options (i.e. cabinet or cabinet, locked or unlocked etc). The kits can be registered too which would allow people to locate them a bit like the defibrillators. The Daniel Baird Foundation seem to be the main supplier. Clerk to research and bring as an item to the next meeting. 145.2 Draft Minutes of KALC Maidstone Committee Meeting 3 June 2024 – circulated prior to the meeting to Cllrs. 145.3 Highways Improvement Plan – narrow road sign has been ordered for Broomfield Road. Highways have sent some scheme drawings for the various works around Broomfield and Kingswood. Cllr Pearce looked over these and advised they are as was discussed at the HIP meeting. As of 6 <sup>th</sup> of June a job was being raised to implement these. 145.4 Planning Application – the following planning application was received after the agenda was published and due to the comments closing date will be determined by Cllrs by email and ratified at the next meeting. Application Ref: 24/502287/FULL Proposal: Erection of single storey rear extension, part garage conversion and new front porch. Address: Kingsway Cottage Lenham Road Kingswood Kent ME17 1LZ Comments due by: 3 July 2024, Decision due by: 31 July 2024	
127.	<b>Items for next agenda</b> 127.1 To discuss the possibility of installing a bleed/Stab kit at all defibrillator locations 127.2 Ratification of Planning consultation application decided by email using Delegation Powers re Planning (Minute No 19/101.1) Delegation; Application Ref: 24/502287/FULL Proposal: Erection of single storey rear extension, part garage conversion and new front porch. Address: Kingsway Cottage Lenham Road Kingswood Kent ME17 1LZ 127.3 To discuss the next steps of implementing a emergency plan 127.4 To receive an update on the Joint Village Hall Project	

Signed \_\_\_\_\_

128.	<p><b>Parish Council Meetings</b></p> <p>The next meetings of the Parish Council are scheduled for Monday 15<sup>th</sup> July 2024. The meetings will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.</p> <p>Cllr Clark closed the meeting at 8.28pm</p> <p style="text-align: right;">Signed _____</p>	
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