



# 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 16 January 2023

**Present at meeting:** Cllr Tina Clark (Chairman); Cllr Gareth Davies; Cllr Chris Pink; Cllr Pearce and  
Cllr Malcolm Clarke

Hayley Roberts - Parish Clerk/RFO

There were no 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 7:31pm

Min No	Item	Action
<b>713.</b> 713.1 713.2	<b>To receive and approve apologies for absence</b> Cllr Steve Lakin – work commitments Cllr Aimee Parker – work commitments	
<b>714.</b> 714.1 714.2 714.3	<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	
<b>715.</b>	<b>Welcome by the Parish Council Chairman, Tina Clark</b>	
<b>716.</b>	<b>Reports from Representatives of Outside Bodies</b> Maidstone Borough Council – Ward Councillor – Gill Fort – apologies sent.	
<b>717.</b>	<b>To approve the minutes of the meeting of Broomfield &amp; Kingswood Parish Council</b> <b>Minutes of Annual Parish Council Meeting held on 19 December 2022</b> The above minutes were approved as a true copy and duly signed by Cllr Clark.	
<b>718.</b>  718.1  718.2	<b>Planning Applications</b> <b>The following Planning Application to be considered and resolved:</b>  Application Ref: 23/500108/FULL Proposal: Erection of a single storey rear extension with pitched roof, garage conversion into a habitable space and internal alterations. Address: Woodcroft 48 Chestnut Drive Kingswood Maidstone Kent ME17 3PJ <b>Following due consideration, Cllrs had no objections to this application.</b>  Application Ref: 22/505903/FULL Proposal: Renewal of planning permission 20/500416/FULL for the demolition of the existing fire damaged building and the erection of a replacement commercial/industrial building for Class E (B1), B2 and B8 use. Address: The Homestead Gravelly Bottom Road Kingswood Kent ME17 3NU <b>Following due consideration, Cllrs raised queries which they have asked the Clerk to raise with MBC planning department.</b>	
<b>719.</b>  719.1	<b>Planning Outcomes (for report only)</b> Cllrs noted that MBC had determined the following planning applications:  Application Ref: 22/504939/TPOA Proposal: TPO Application to Lift crown of One Pine Tree (T1) to 4m. Due to the canopy now becoming very low, which reduces the light and ground underneath the tree. Address: Pine Tree House Chartway Street Sutton Valence Kent ME17 3HZ <b>MBC Decision: Application Permitted 19.12.22</b>  <div style="text-align: right;">Signed _____</div>	

719.2	Application Ref: 22/505278/FULL Proposal: The Meadow Chartway Street Sutton Valence Kent ME17 3JB Address: Erection of replacement dwellinghouse <b>MBC Decision: Application Permitted 04.01.23</b>	
719.3	Application Ref: 22/505417/FULL Proposal: Demolition of an existing bungalow and erection of 4no. static mobile homes with related fencing, hardstanding, roads and footpaths for rental to the traveller community. Address: Woodview Lenham Road Kingswood Kent ME17 1LU <b>MBC Decision: Application Refused 11.01.23</b>	
<b>720.</b>	<b>Actions &amp; Outcomes (for report only)</b> Cllrs discussed outstanding actions. 720.1 Clerk advised of the following updates... 720.2 Bus Service ending in February however NuVenture have agreed to run a Wednesday only service to Maidstone as of the 15 <sup>th</sup> of February 2023. This will be on a trial basis until July 2023 at which point a this will be reviewed. 720.3 Clerk email neighbouring parishes re road closure and congestion follow up meeting but only one parish responded. To be put on back burner for time being. 720.4 Stone Wall near Broomfield Church is being repaired this week. 720.5 Remedial tree work to be carried out on 31 <sup>st</sup> January 2023.	
<b>721.</b>	<b>Finances and Payment of Accounts</b> 721.1 Bank reconciliation December 2022 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Clark and RFO.  721.2 Responsible Finance Officer's report December 2022 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pearce and Cllr Pink. Cllrs noted that £2500 has been received from SEW for use within the community. Cllrs thank SEW for the donation and will discuss this further at the next meeting. Cllrs also noted that £100 has been received from an anonymous resident to be spent on the footpaths around the parish. Cllrs want to thank the resident and advise that they are making a list of ideas on how this money should be spent and will report back to the full council shortly.  721.3 To approve the schedule of payments for January 2023 This was circulated to Cllrs prior to the meeting and Cllrs resolved to approve all but one payment on the schedule of payments. Clerk to raise query with declined payment. Signed by Cllr Pink and Cllr Pearce.  721.4 To ratify payments already made in December 2022 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Pearce and Cllr Pink.  721.5 Reconciliation of invoices against cheques and ledger for December 2022 Councillors reconciled the invoices against the ledger and Cllr Pearce and Cllr Pink initialled the invoices and ledger accordingly.  721.6 To consider performance against the 2022/23 budget Cllrs noted the performance against the 2022/23 budget.  721.7 To discuss the final draft budget 2023/24 and resolve to adopt it Cllrs discussed the budget figure of £58,147 (figure does not include general and earmarked reserves) and resolved to adopt the budget for 2023/24.  721.8 To resolve the level of precept for 2023/24 After due consideration Cllrs agreed to recommend an increase in the precept of 9.74%. This would mean an increase of approximately £7.54 per annum or 63p per month per Band D property and would set a precept amount of £61,160. Clerk to advise MBC accordingly and await final decision.	<b>Clerk</b>
<b>722.</b>	<b>Sports Field</b> 722.1 Review of the month's Sports Field Inspection Sheets Cllrs reviewed and noted that potholes are beginning to appear in the car park again. Cllrs resolved that Clerk should monitor and arrange repair as necessary.  722.2 To discuss planning stipulation of planting a new tree with regards to remedial work to existing trees Cllrs resolved to have TreeCycle plant a replacement birch tree when they carry out the remedial work. Cllrs also resolved to have TreeCycle plant the two apple trees at the same time. Clerk to arrange.  <b>Signed _____</b>	<b>Clerk</b>   <b>Clerk</b>

722.3	To discuss bench at Sports Field Cllrs discussed damaged bench at Sports Field and resolved to remove the bench for safety reasons. Clerk to arrange removal and look into replacement benches and report back to Cllrs.	<b>Clerk</b>
<b>723.</b>	<b>Policing</b> Crime Figures	
723.1	On Sunday 11th of December between 16:00 and 18:54 in Gravelly Bottom Road. Somebody stole a trailer from a driveway. Crime Report No. 46/237690/22 - Posted 13/12/2022	
723.2	On Sunday 11th of December between 17:30 and 22:30 in Gravelly Bottom Road. Somebody damaged fencing to get into a field and steal a mule. Crime Report No. 46/238654/22 - Posted 16/12/2022	
723.3	On Saturday 31st of December around 00:01 in Charlesford Avenue. Somebody stole a recently delivered parcel from a doorstep. Crime Report No. 46/565/23 - Posted 03/01/2023	
<b>724.</b>	<b>KALC Community Awards Scheme 2023</b> <b>To resolve if Cllrs wish to nominate anyone for the KALC community Award Scheme</b> Cllrs discussed and resolved not to make any nominations this year.	
<b>725.</b>	<b>To discuss basic emergency plan/contact list</b> Clerk to compile a list of useful contacts and approach local businesses and residents with specific skills.	<b>Clerk</b>
<b>726.</b>	<b>To discuss Kings Coronation plans</b> Cllrs discussed plans for the 8 <sup>th</sup> of May and agreed the event would be held at Kingswood and Broomfield Village Hall between 2pm and 8pm and would be open to all. Residents are asked to save the date! Clerk to contact company re supply of BBQ and bar, local bands and Cllrs to discuss further at next meeting along with ideas received from residents. If anyone has any further ideas please contact the Parish Clerk asap.	<b>Clerk</b>
<b>727.</b>	<b>Residents' concerns</b> To consider and resolve what if any action to be taken in respect of Vandalism Reports from residents of damage to windows, possibly by way of catapult. Cllrs discussed and Clerk will speak to PCSO and also an article is to be included within the next Parish News in relation to antisocial behaviour. Cllrs want to remind residents that everything must be reported to the police so that they can build a case. The following link can be used <a href="https://www.kent.police.uk/ro/report">https://www.kent.police.uk/ro/report</a>	<b>Clerk</b>
<b>728.</b>	<b>Any other information</b> Broomfield Road litter pick by MBC did not take place. Cllr Pearce has not yet received any responses as to why.	
<b>711.</b>	<b>Items for next agenda</b>	
711.1	To discuss basic emergency plan/contact list	
711.2	To receive an update on the Joint Village Hall Project	
711.3	To discuss Kings Coronation plans	
711.4	To discuss Parish Council website	
711.5	To discuss spending of £2,500 SEW donation and £100 donation from resident for footpaths	
711.6	To discuss replacement bench at Sports Field	
<b>712.</b>	<b>Parish Council Meetings</b> <b>The next meeting of the Parish Council is scheduled for Monday 20 February 2023. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.</b>  <b>There was no further business, Cllr Clark closed the meeting at 8.53pm</b>  <b>Signed _____</b>	