

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 15 September 2025

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

Hayley Roberts - Parish Clerk/RFO

There was six 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 7:30pm

Min No	Item	Action
425.	To receive and approve apologies for absence	
425.1	Cllr Malcolm Clark - illness	
425.2	Cllr Chris Pink – work commitments	
126.	Councillors Declarations of interest in items on the agenda	
426.1	Lobbying – None	
426.2	Personal Interest – None	
426.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) - None	
427.	Welcome by the Parish Council Chairman, Cllr Tina Clark	
428.	Reports from Representatives of Outside Bodies	
428.1	Maidstone Borough Council – Ward Councillor – Cllr Gill Fort – not present.	
428.2	Kent County Council – County Councillor – Cllr Sarah Emberson - apologies received and report provided which was read at the meeting	
	On August 7 th KCC made our announcement regarding roads in the county. We have committed a total spend of £67m, broken down as follows:	
	£25m constructing new roads - Bearsted Relief Road project started on 18 th Aug	
	£10m on preventative measures to stop pot holes forming £11m for quick efficient and permanent repairs by the KCC team	
	£7m on urgent repairs to keep pathways safe	
	£14.2m pothole patching	
	KCC are also pursuing our alternative option to the Local Government Reorganisation proposals – we	
	believe this is in the best interests of the people of Kent. I will have more detail on this to share in time.	
429.	To approve the minutes of the meeting of Broomfield & Kingswood Parish Council	
	Minutes of Parish Council Meeting held on 21st July 2025	
	The above minutes were approved as a true copy and duly signed by Cllr Clark.	
430.	Planning Applications	
430.1	Application Ref: 25/503688/FULL	
	Proposal: Conversion of an existing outbuilding into residential annexe (ancillary to the main dwelling)	
	and siting of two mobile homes as temporary accommodation (Resubmission of 25/502052/FULL).	
	Address: The Old Forge Ashford Road Broomfield Kent ME17 1PZ	
	After due consideration Cllrs had no objections to this application.	
430.2	Application Ref: 25/503657/FULL	
	Proposal: Change of for the use of land to a natural burial ground with landscaping, parking and access	
	Address: Land East Of The Homestead Gravelly Bottom Road Kingswood Kent	
	After due consideration Cllrs resolved to object to this application.	
	Signed	

Planning (Minute No. 19/101-1) Dalegation, Application Ref. 25/5022375/LLL Proposal: The use of land for the stationing of 2no. caravans for residential purposes, erection of 2no. dayrooms and laying of hardstanding ancillary to that use. Address: Land Al Junction Of PIR Road/Chartwsy Streat Cross Drive Kingswood Kent ME17 3JB After due consideration Clirs had no comments to make on this application. 432. Planning Outcomes (for report only) Six applications have changed since the last PC meet: 25/502055/LBC The Old Forge Ashford Road Broomfield Kent ME17 1PZ Listed Building Consent for internal and external alterations including enlargement of roof space, insertion of solar panels, replacement windows and doors and changes to fenestration to allow for the conversion of an existing outbuilding into residential annexe (ancillary to the main dwelling) and siting of two mobile homes as temporary accommodation. Decision: Application withdrawn 03 198.25 432.2 Poliforacy301.BC The Old Forge Ashford Road Broomfield Kent ME17 1PZ Listed Building Consent for conservation works including: roof re-tiling, mortar re-pointing, replacement of irremediable windows, repainting the main door, Internal finishes with lath and plaster finishes over removed plasterboard. Reinstatement of original fireplace masony. Erection of part 2 part single storey rear extension with addition of dommer. Replacement of the existing front wall, gates and railings. Decision: Application refused 07.08.25 432.3 Poliforacy338/FULL The Conversion of an existing outbuilding into residential annexe (ancillary to the main dwelling) and siting of two mobile homes as temporary accommodation. Decision: Application permitted 03.09.25 432.5 Poliforacy338/FULL The Conversion of an existing outbuilding into residential annexe (ancillary to the main dwelling) and siting of two mobile homes as temporary accommodation. Decision: Application permitted 23.07.25 433.1 Poliforacy and Poliforacy and proposed leth. Decision: Application permitted 23.07.25 434.2 Pol			
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	434.2		
, 		and Cllr Davies.	
Signed		Signed	

434.3	To approve the schedule of payments for September 2025 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Moss and Cllr Blainey.	
434.4	To ratify payments already made in August 2025 This was circulated to Cllrs prior to the meeting and agreed by all at the meeting. Signed by Cllr Clark and Cllr Davies.	
434.5	Reconciliation of invoices against cheques and ledger for August 2025 Councillors reconciled the invoices against the ledger, Cllr Moss and Cllr Blainey initialled the invoices and ledger accordingly.	
434.6	To consider the year end performance against the 2024/25 budget Cllrs considered the budget performance for 2025/26 so far.	
435. 435.1	Review of the month's Sports Field Inspection Sheets There have been a number of issues lately with the bins overflowing at the sports field. This will be dealt with in the next agenda item. There has been some damage to trees at the Sports Field, after inspection and discussion it appears to have been caused by animals, this is to be monitored. Dog poo has become an issue inside the play area, can we remind users that dogs are not allowed within the fenced off play area, this will be monitored and if this persists Councillors discussed the possibility of having no dogs at the sports field at all. A red metal post has been found at the Sports Field, it is unknown where this came from and has now been removed.	
435.2	To discuss concerns in relation to the bins at the Sports Field and resolve how to proceed Councillors discussed and agreed that another bin should be purchased for the Sports Field. Clerk to liaise with the maintenance team with regards to what bin would be best.	Clerk
436.	Policing	
436.1	Crime Figures On Thursday 17th of July around 02:00 in Chartway Street. Somebody stole a large amount of BT copper cable from the street. Crime Report No. 46/123512/25 - Posted 21/07/2025	
436.2	Between 00:01 on Sunday 13th of July and 11:13 on Monday 21st of July in Charlesford Avenue. Somebody stole a vehicle, HK21***, from the road. Crime Report No. 46/126079/25 - Posted 24/07/2025	
436.3	On Friday 1st of August between 11:45 and 12:15 in Chartway Street. Somebody stole a golf club left unattended at a driving range. Crime Report No. 46/134278/25 - Posted 04/08/2025	
436.4	Between 23:30 on Thursday 14th of August and 11:15 on Friday 15th of August in Bushy Grove. Somebody smashed a window of a Jaguar parked in the road. Crime Report No. 46/142394/25 - Posted 18/08/2025 UPDATE: we have been advised that a suspect has been arrested in regards to this incident.	
436.5	Between 22:00 on Wednesday 20th of August and 09:31 on Thursday 21st of August in The Waldens. Somebody stole a vehicle, P66***, from a driveway. Crime Report No. 46/146217/25 - Posted 25/08/2025 UPDATE: Door to door enquiries have been carried out by Kent Police.	
436.6	Between 00:01 on Wednesday 27th of August and 23:59 on Thursday 28th of August in Bell Way. Somebody tried to break into a Volkswagen and a Ford Transit parked on a driveway. Crime Report No. 46/154065/25 - Posted 05/09/2025	
437.	To discuss and resolve to accept and implement the NALC National Salary Award 2025/2026	
	Circulated prior to the meeting, Cllrs discussed the 3.2% NALC National Salary Award 2025/26 and resolved to accept it. Clerk to action necessary changes and implement.	Clerk
438.	To receive an update on the Joint Village Hall Project This is still ongoing, no new updates to report.	
	To consider request from the Churchwarden for St Margaret's Church in Broomfield	

440.	To discuss KCC Parish Bus Stop Shelter Grant The Parish Council do not own the bus stops and therefore can not apply for the grant but were in	
	agreement that they could be updated and improved. Clerk to contact KĆC to discuss.	Clerk
441.	Feedback from the Maidstone KALC Meeting on Monday 28 July 2025	
	Cllr Clark provided feedback from the meeting and minutes circulated prior to the meeting.	
442.	To discuss the Parishes fire hydrants	
	Cllr Davies discussed issues faced by Kent Fire and Rescue during a recent fire in the Parish and fire hydrant locations. Clerk to speak to Kent Fire and Rescue to see if we can provide any support.	Clerk
443.	Cllr Davies left the meeting at 8.38pm and returned at 8.40pm	
444.	To consider request from Leeds and Kingswood Scout Group Cllrs discussed request from Leeds and Kingswood Scout Group in relation to a donation in order to make the building more accessible. Cllrs resolved that a donation of £249.60 will be made to the group. Clerk to action.	Clerk
	group. Cierk to action.	
445.	To discuss converting the Parish Council website to .gov.uk Cllr Pink was not present therefore item to be on the next agenda.	
446.	Residents' concerns	
446.1	Ebikes – concern has been raised regarding e-bikes in the Parish. Cllrs discussed and Clerk will contact PC Phillips to raise concerns.	Clerk
446.2	Parking on Cayser Drive – issues have been raised regarding parking around the Primary School at school pick up and drop off times. The Primary School have been proactive in contacting parents. Cllrs discussed and Clerk to contact PC Phillips for advice.	Clerk
446.3	Dumped waste – Broomfield Road – animal waste was left on Broomfield Road in August. It was cleared quickly by KCC but presented issues for drivers and residents. Clerk has contacted KCC to enquire about what happened. Await contact.	
447.	Any other information	
447.1	Kent County Council Budget Consultation - Closes on the 29th September. Visit www.kent.gov.uk/budget . The consultation closes on 29 September 2025.	
447.2	Kent County Council is taking part in the National Highways and Transport Survey 2025–26. Take part here: National Highways and Transport Survey 2025	
423.	Items for next agenda To discuss converting the Parish Council website to .gov.uk	
424.	Parish Council Meeting	
	The next meeting of the Parish Council is scheduled for Monday 20 th October 2025. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.	
	Cllr Clark closed the meeting at 8.49pm. Signed	