



Broomfield and Kingswood Parish Council

<http://www.broomfieldandkingswood-pc.org.uk/>



Public Notice of a Meeting of the Parish Council

To: All Councillors

You are hereby summonsed to attend the Parish Council Meeting of Broomfield and Kingswood Parish Council to be held at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX on Monday 17th November 2025 at 7.30pm.

To: All Residents

Members of the public are welcome to join.

Dated 11th November

Signed: **Hayley Roberts**, Parish Clerk

A G E N D A

Chairman's Announcement: *Whilst it is permitted to record this meeting any person, Councillor or member of the public, wishing to do so is obliged to notify the meeting, before commencement of their intention to do so.*

Public Forum - *The Chairman welcomes members of the public and invites them to speak prior to the start of the Meeting, relating to the Agenda or local issues, (to a maximum of fifteen minutes and three minutes per speaker). You are requested to state your name and address prior to speaking.*

No	Item
1.	To receive and approve apologies for absence
2.	Councillors Declarations of interest in items on the agenda
2.1	Lobbying
2.2	Personal Interest
2.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
4.	Reports from Representatives of Outside Bodies
4.1	Maidstone Borough Council – Ward Councillor – Gill Fort
5.	To approve the minutes of the meeting of Broomfield & Kingswood Parish Council Minutes of Annual Parish Council Meeting held on 20th October 2025
6.	Planning Applications
6.1	Application Ref: 25/504224/LBC Proposal: Listed Building Consent for re-painting of the internal beams to an oak colour matching the original beams Address: 2 Vine Cottages Lower Street Broomfield Kent ME17 1PT
6.2	Application Ref: 25/504334/TPOA Proposal: TPO application to carry out proposed works as per the "application form" and "tree measurements" Address: 5 Holly Tree Close Kingswood Kent ME17 3QJ
6.3	Application Ref: 25/504337/TPOA Proposal: TPO application to remove the stand of 4x sweet chestnuts to ground level due to the stems leaning outwards and posing a risk to property or persons due to decay and delamination to the main stems caused by Honey fungus. Fruiting bodies visible as well as rhizomorphs under delaminated bark. Address: 1 Hunters Moon Broomfield Road Kingswood ME17 3NY
7.	Planning Outcomes (for report only)
8.	Actions & Outcomes (for report only)

9.	Finances and Payment of Accounts
9.1	Bank reconciliation October 2025
9.2	Responsible Finance Officer's report October 2025
9.3	To approve the schedule of payments for November 2025
9.4	To ratify payments already made in October 2025
9.5	Reconciliation of invoices against cheques and ledger for October 2025
9.6	To consider the year end performance against the 2024/25 budget
9.7	To review and discuss draft budget for 2026/27
9.8	To discuss the Parish Council credit card
9.9	To consider grant funding request from The Heart of Kent Hospice
10.	Sports Field
10.1	Review of the month's Sports Field Inspection Sheets
10.2	To consider quotations for car park extension and resolve how to proceed
11.	Policing
	Crime Figures
12.	To provide feedback from and discuss Annual Clerks Conference
13.	To provide feedback from MBC Parish Conference 2025
14.	To receive an update on the Reverse Santa Event
15.	To discuss converting the Parish Council website to .gov.uk
16.	To receive an update on the Joint Village Hall Project
17.	To discuss village planters
18.	Residents' concerns
19.	Any other information
20.	Items for next agenda
21.	Parish Council Meeting
	The next meeting of the Parish Council is scheduled for Monday 15 th December 2025. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.