



Broomfield and Kingswood Parish Council

www.broomfieldandkingswoodpc.kentparishes.gov.uk



Notice of a Meeting of the Parish Council

To: All Councillors

You are hereby summonsed to attend a Meeting of the Broomfield and Kingswood Parish Council to be held at the Village Hall, Gravelly Bottom Road, Kingswood on Monday 21st November 2016 at 7.30pm.

Dated 15th November 2016. Signed: Gail Gosden Parish Clerk

Public Forum - The Chairman will invite members of the public to speak prior to the start of the Meeting, relating to the Agenda or local issues, to a maximum of fifteen minutes and one minute per speaker. You are requested to state your name and address prior to speaking.

A G E N D A

Apologies for Absence

1. **Councillors Declarations (Regarding Agenda Items)**
 - 1.1 Lobbying
 - 1.2 Personal Interest
 - 1.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
2. **Approval of Minutes**
 - 2.1 Minutes of the Planning Committee held 17th October 2016
 - 2.2 Minutes of Parish Council Meeting held 17th October 2016
 - 2.3 Minutes of Planning Committee Meeting held 7th November 2016
 - 2.4 Minutes of Sports Field Committee Meeting held 7th November 2016
 - 2.5 Minutes of F & GP Committee Meeting held 7th November 2016
3. **Actions & Outcomes – Clerk**
4. **Kent County Council - County Councillor - Maidstone Rural East - Jenny Whittle**
5. **Maidstone Borough Council – Ward Councillor - Gill Fort**
6. **Policing**
 - 6.1 Crime figures and Police report –
7. **Finances – Clerk**
 - 7.1 Responsible Finance Officer's report
 - 7.2 Bank reconciliation – October 2016
 - 7.3 Removal of signatory
8. **Review of Policies & Procedures – Clerk**
 - 8.1 Review and adoption of Committee Terms of Reference
 - 8.2 Adoption of Amended Financial Regulations and Risk Assessment

9. Meeting dates for 2017– Clerk
- 9.1 Resolution to cancel December meeting
10. Website Provision - Clerk
11. Neighbourhood Plan - Clerk
12. Sports Field – Clerk
13. Archive & Storage Solutions – Cllr Darling
14. Parish Council Office Provision - Cllr Darling
15. Parish News – Cllr Clark
16. Reports
17. Any Other Information
18. Items for next Meeting’s Agenda
19. Parish Council Meetings

The next Meeting of the Parish Council will be held on Monday 16th January 2017 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.
