



BROOMFIELD AND KINGSWOOD PARISH COUNCIL

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Minutes of the Meeting of the Parish Council

Minutes of a meeting of the Parish Council held at the Village Hall, Gravelly Bottom Road, Kingswood.
Monday 16th September 2013.

Present:

CLlr Terry Baker (Chairman)
CLlr Mike Lovell
CLlr Justin West

CLlr Paul Beaney
CLlr Mike O’Niell

CLlr Christina Clark
CLlr Peter Page

(7)

Insp Maxine Martin – Kent Police
Dawn Riach-Brown – KCC Warden

Mrs G Gosden – Parish Clerk & Responsible Financial Officer

There were two members of the public present.

CLlr Baker opened the meeting at 7.28pm

Apologies for Absence:

CLlr Whittle – Work Commitments
CLlr Parvin – Family Commitments
CLlr Forster – Family Commitments
CLlr Tandy – Family Commitments
Mike Darling – Family Commitments
PCSO Kirby – Kent Police

Min No		Action
112	<p>Councillors Declarations (Regarding Agenda Items)</p> <p>There were no declarations</p>	
(122.1)	<p><i>Councillors unanimously agreed to hear a statement from Mr David Dunmall regarding the erection of a memorial bench at the Sports Field, Kingswood (item 122.1), following an objection from a Kingswood resident.</i></p> <p><i>After Mr Dunmall’s statement Councillors discussed and resolved unanimously that they did not wish to become involved in a family dispute, for that reason alone the offer to site the bench at the Sports Field was withdrawn.</i></p>	
113	<p>Policing</p> <p>Due to the time constraints for Insp Martin councillors agreed to move this item to the top of the agenda.</p> <p>Insp Martin introduced herself as the officer in charge of the East of Maidstone area, which covers 13 wards. She explained the system for managing crime for the rural areas on the basis of anticipated figures. She acknowledged that the issues that most affected rural communities are parking and anti-social behaviour. However due to limited manpower the police are required to become more efficient and prioritise. Insp Martin praised the work of the PCSO in our parish and would endeavor to get special constables into the parish to manage parking and anti-social issues.</p> <p style="text-align: right;">Signed _____</p>	

She advised that parking issues are now normally dealt with by MBC.

Cllr Baker questioned the time it had taken to resolve the recent issues of anti-social behaviour; Insp Martin advised that this has now been dealt with.

113.1 Crime figures and Police report - PCSO Kirby apologies received, no reported crime in parish this month. Other parish figures not received.

113.2 NHW Report – Mike Evans has reported that parishioners have been subject to many scam phone calls in recent weeks

113.3 The Clerk has forwarded a second letter to Ann Barnes, Kent Police Commissioner, as Councillors had requested, including a timeline regarding the anti-social behaviour experienced in the village of Kingswood in the summer months, there has been no reply to date.

KCC Warden – Dawn Riach-Brown spoke with Councillors regarding her role within the community and her availability to deal with any issues. She would be delivering letters with the Clerk this week about overgrown hedges to ensure that any elderly or vulnerable people would get the help they may need.

114 Minutes of the Planning Meeting held 15th July 2013

Councillors resolved to accept the minutes as a true record, signed by Cllr Baker

115 Minutes of Planning Meeting held 12th August 2013

Councillors resolved to accept the minutes as a true record, signed by Cllr Baker

116 Minutes of PC Meeting held 19th August 2013

Councillors resolved to accept the minutes as a true record, signed by Cllr Baker

117 Minutes of Planning Meeting held 27th August 2013

Councillors resolved to accept the minutes as a true record, signed by Cllr Baker

118 Actions & Outcomes

All actions completed.

119 Kent County Council - County Councillor, Jenny Whittle, Maidstone Rural East

Apologies received. Cllr Whittle continues to support the Parish Councils application for traffic calming signs.

120 Maidstone Borough Council - Leeds Ward Councillor, Peter Parvin

Apologies received.

121 Finances

121.1 **Responsible Finance Officer's report** was read to Councilors and retained on file, the following items were resolved:-

- (i) Payments were agreed
- (ii) Agreement for Clerk to purchase new answerphone
- (iii) Donation to Heart of Kent Hospice of £50.00

121.2 Bank reconciliation – August 2013, was agreed and signed by Cllr Baker.

121.3 Councillors agreed unanimously to ratify Decision to allow the Clerks BT Internet account to lapse

122 Sports Field

122.1 Erection of memorial bench – see above

122.2 Levercrest Play Equipment

122.3 Car Parking

Signed _____

122.4	<p>Portacabin Councillors agreed unanimously that items 122.2,3,4 should be an agenda item for October</p>	Clerk
122.5	<p>Other (i) A group of residents have approached the Clerk requesting a bin be placed in the sports field with plastic bag inserts that they will empty voluntarily. Cllr West proposed that the PC pilot one bin adjacent to the Playdale and picnic area, this was unanimously agreed. (ii) The latest MBC safety report has shown that the seat on the leg press has now come adrift and needs replacing as they are finger traps. Councillors unanimously agreed that this should be ordered immediately. (iii) Cllr Baker expressed concern at the loose rotten log step in the Playdale area, after discussion Councillors unanimously agreed that the replacement of all items identified in the annual safety report in need of replacement in the near future should go ahead as soon as possible. (iv) The Clerk was requested to write to the Scout Group and Maidstone Mavericks to determine whether they had investigated any funding potential for a pavilion/sports hall at the sports field.</p>	Clerk Clerk Clerk Clerk
123	<p>Neighbourhood Plan</p> <p>Cllr Baker reported that the workshop/consultation on the 7th September went very well with a lot of useful input from the Designscape team and residents, approximately 100 people attended. Designscape and members from the NPSG will be meeting with Michael Murphy, Planning Officer at MBC on Wednesday 18th September to outline the outcomes of the consultation. The next NPSG meeting is on 24th September at the Primary School at 7pm.</p> <p>Designscape will formulate a proposal for a consultation with the parishioners on Monday 18th November, 2013.</p>	
124	<p>Road Signs/Traffic Calming</p> <p>124.1 Councillors discussed recommended locations for the interactive signs and the lorry signs and agreed that the Clerk should contact Cllr Whittle, KCC to finalise prices and organise a site visit by engineers</p> <p>124.2 The Clerk has received feedback following a visit to the parish by Charlie Reynolds, Transport & Parking Services Engineer, MBC. He has advised that the street name plate in Ashford Drive will be repaired. He requested any evidence of parking problems be forwarded to him pending a site visit.</p>	Clerk
125	<p>Handy Man</p> <p>Councillors agreed that the viability of hiring a handy man for the parish would be discussed as part of setting the precept for 2014/15.</p> <p>The Clerk advised that she had now received the information from MBC about the areas of maintenance that they are responsible for and they amounted to three minimal sites. Councillors requested that the Clerk contact Cllr Whittle, KCC detailing the areas that they are responsible for and about the possibility of any service contract for village maintenance being dealt with by the parish</p>	Clerk Clerk
126	<p>Garden Club Scheme</p> <p>Cllr Clark reported that she had received some interest for a garden club scheme within the parish, it was agreed that there would be more information in the next village news and on the parish website to encourage some more participants.</p>	Cllr Clark
127	<p>Mini Bus Service</p> <p>The Clerk reported that Ulcombe are considering supplying a limited transport service to Headcorn and have requested Broomfield & Kingswood Parish Council to participate in the project. Councillors discussed and agreed that a service to Headcorn could prove useful as there was no such service currently and this would not undermine the current bus service. Councillors requested the Clerk contact Ulcombe Parish Council with a view to them forwarding plans and ideas to date.</p>	Clerk
128	<p>Reports</p>	Signed _____

128.1 Planning meeting at MBC
Cllr Baker reported that the meeting had been called by Boughton Monchelsea Parish Council as they believed that the Planning Department was working with erroneous figures when calculating housing needs. Cllr Baker proposed that Parish Council writes to Ward Councillor Peter Parvin asking whether he had examined the figures. Councillors agreed unanimously.

Clerk

Items for next Meeting's Agenda

Sports Field – Levercrest Play area, Car Parking & Portacabin

Clerk

Any Other Information

130.1 Police Forum Meeting 7.45pm, 19th September at Headcorn.

Cllrs Lovell &
O'Neill

130.2 Planning meeting required – agreed for Tuesday 24th September at the village hall at 11.00am

130.3 KALC Area Committee meeting 7.00pm Wednesday 25th September

Clerk
Cllrs Lovell &
O'Neill
Cllr Baker?

130.4 Parish & Town Council Seminar, 9.00am, 10th October in Maidstone run by KCC Highways

130.5 The Clerk would like to attend the SLCC Conference in Maidstone on 6th November, where the keynote speaker of the day will be Dave Briggs talking on 'How to Communicate with your Community', cost £69+vat

130.6 The Clerks Annual Review is due in September.

130.7 Standing Orders are well overdue a review (this should happen every 2/3 years) due to the introduction of the Localism Bill. NALC have a new publication "Local Councils Explained" which contains an updated model for Standing Orders. There is an offer from KALC for purchase at £40.00 + pp.

130.8 Notification of further road works carrying out some carriageway patching on Chartway Street near the A274 Junction weather permitting, commencing Monday 23rd September for approximately 3-4 days under stop and go traffic management.

Clerk

The Broomfield Road works are still scheduled for Wednesday 25th September and may mean the two sets of works will lap each other.

130.9 The Twinning Group are meeting on Wednesday 18th September

130.10 Cllr Beaney advised that the new website was now live. Some further changes are due to be made to the site by KCC to enable more control by the webmaster

Cllr Clark

Parish Council Meetings

The next full Meeting of the Parish Council will be held on Monday 21st October 2013 at The Village Hall, Gravelly Bottom Road, Kingswood at 7:30pm.

There was no further business, Councillor Baker closed the meeting at 10.23 pm

Signed _____