



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 18th January 2016

Present:

Cllr Terry Baker (Chairman)	Cllr Tina Clark	Cllr Mike Darling
Cllr Annette Friend	Cllr Tom Hoy	Cllr Mike O'Neill
Cllr Mike Lovell	Cllr Peter Page	Cllr Janet Tandy

(9)

Gail Gosden – Parish Clerk
Christine King – Locum Clerk

There 9 member of the public in attendance

Cllr Baker opened the meeting at 7.58pm

Cllr Baker advised those present that whilst it is permitted to record the meeting any person, Councillor or member of the public, wishing to do so is obliged to notify the meeting before commencement of their intention. There were no notices of intention to record the meeting received.

Apologies for Absence:

Cllr Jenny Whittle – other commitments
PCSO Tom Maybank – other commitments

Min No

Action

200

Councillors Declarations (Regarding Agenda Items)

- 200.1 Lobbying
- 200.2 Personal Interest
- 200.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)

There were no declarations

201

Approval of Minutes

- 201.1 Minutes of the Planning Meeting held 16th November 2015
- 201.2 Minutes of the Parish Council Meeting held 16th November 2015

Councillors agreed unanimously that the minutes were a true record of their meetings and they were signed by Cllr Baker

202

Actions & Outcomes

The Clerk advised that there were no outstanding actions or outcomes

203

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

Apologies received; no report.

Signed _____

204

Maidstone Borough Council – Ward Councillor

Gill Fort reported the following:-

A Strategic Planning report on the scope and cost of implementing 20mph speed limits across the residential areas of the borough is to be carried out;
£8.9m of highway improvements has been agreed for the borough;
Following the public consultation of the Local Plan the only change that will be made is that Coxheath will not become a Regional Service Centre. Despite KCC objections to the lack of consideration to the infrastructure within the Local Plan there are no change to the proposed housing numbers;

205

Policing

Crime figures and Police report – Kingswood & Broomfield Crime Figures –

8th December 2015 to 16th January 2016:- 1 Crime reported - 31/12/2015- Burglary- Gravelly Bottom Road

0 case of Anti-Social Behaviour reported

Local area:- Leeds- 2x theft, No ASB nor anything else of note
Langley- 1x theft of vehicle, No ASB nor anything else of note
Ulcombe- 1x theft by finding, No ASB nor is there anything else of note.

206

Tall Trees Leased Area

The meeting was closed at 8.10 for the tenants to speak with councillors, reopened 8.15pm

206.1 Following discussion it was agreed that Clerk should continue to progress the possibility of the purchase of the leased area on the understanding that an indemnity agreement should be part of any contract agreement.

206.2 Councillors agreed that they were happy for a timber building to be erected on part of the tenanted land

Clerk

207

Appointment of Assistant Clerk

The Clerk advised Councillors of procedures of best practice as advised by KALC (as per S112, Local Government Act 1972), which she read out to them. Following discussion, it was decided to appoint Christine King as assistant to the Clerk on the basis that she is experienced and available and been acting as Locum since shortly after the recruitment process last spring when the then appointed assistant clerk resigned after a few weeks. Cllr Baker proposed that Christine King be appointed as assistant to the Clerk from 1st February 2016, seconded by Cllr Page, agreed with one abstention. Cllr Baker offered Mrs King the position of assistant to the clerk, which she duly accepted.

A staff committee meeting was arranged for 25th January to agree contract, terms and conditions.

Clerk

208

Finances

208.1 Responsible Finance Officer's report had been previously circulated, payments and purchase of Clerks superfast broadband were agreed, report retained on file

208.2 Bank reconciliation –November & December 2015 were agreed and signed by Cllr Baker

208.3 Precept Application 2016/17 –recommended following the recent F & GP meeting to be increased by 2% , from £55,500 to £56,610 = £1.59 increase to a band 'D' property, Cllr Hoy proposed that the F&GP recommendation be agreed, seconded by Cllr Darling and agreed by all. Application was signed by Cllr Baker and Clerk

Clerk

208.4 Employees' Pension – updated information received shows that the staging date for this PC when it will be required by law to have pension scheme in place is 1st January 2017, for each employee. The Clerk is attending a pension's seminar on the 26th January held by KALC at Sutton Valence.

Clerk

208.5 Village Hall Committee (VHC) requests donation towards refurbishment of lighting for the village hall, It was agreed to hold an F&GP meeting prior to the February PC meeting to discuss the application, Cllrs requested that the VHC supply account details for the village hall for the meeting in support of the application.

There was a brief recess for refreshments between 9.00 – 9.10pm

Signed _____

209	Neighbourhood Plan	The requested independent examiner has, on the 11/01, accepted acting on behalf of the B & K Neighbourhood Plan. MBC will now forward all relevant paperwork and it can be anticipated that the examination should be completed by end Jan/mid Feb (and if approved), making a referendum possible for March.	
210	Sports Field	<i>Cllr Hoy proposed that the below items are dealt with at a separate Sports Field Committee meeting, this was agreed by all.</i>	Clerk
		210.1 Quote for Jacksons swing gate – for supply only the cost for an additional gate would be £807.25.	
		210.2 Additional Rospa Safety check - Additional Rospa safety report due to inconclusive Playdale report in June and issues with new equipment	
		210.2 Bollards – cost for purchase and installation = approximately £1,100	
		210.3 Request for change of arrangements for Junior Football Team – the junior football team currently using the sports field on Sunday mornings will be moving up the league tables in the next season into the higher age group. Therefore the size of the pitch and the equipment changes in line with new grouping. This will require a full size pitch and full size goal posts.	
		210.4 The Clerk has now spoken with the area manager of Sovereign, who has apologised for the poor service received from the company so far. He agrees that the musical equipment is not suited for unsupervised play areas and should never have been recommended /supplied and is prepared to replace with an upgraded piece of equipment at the companies expense. He intends to have his own inspector attend the site in the next couple of days to determine the safety elements of the Brig.	
		210.5 Once again the Clerk has had to challenge the latest play area inspection from MBC.	
211	Permissive Footpath to Sports Field	211.1 Formal footpath opening ceremony had been considered but the weather has made this inappropriate at this time and should be reconsidered in the summer.	Clerk
		211.2 Additional gate to footpath from bridleway to be considered at a later date.	Clerk
		211.3 The Clerk has completed and submitted the Local Member Grant Scheme Monitoring and Evaluation Form, which has been approved. Photographic evidence of completion of the project is now required and a KCC representative may wish to inspect the site at a later date.	
		Following discussion councillors requested the Clerk approach the landowner of the bridleway to discuss improvements to the path as it was currently ankle deep in mud and inaccessible to many pedestrians.	Clerk
212	Kingswood Pre-School	The Clerk has been advised that the new Tuesday opening of the pre-school has been received better than expected, in that there are already 17 children attending, this has also achieved an additional 6 new children registering due to the five day opening.	
		Cllr Friend and the Clerk has been informed that the pre-school require broadband facilities and consider that a landline for emergencies would be a very useful facility within the Village Hall and requested that the PC consider discussing contributing towards this facility. Cllrs agreed to this being an agenda item at the next meeting.	Clerk
		(The change to the Drop In to a lunchtime club is also going very well, with a sandwich service being provided and welcomed by attendees)	
213	CCTV Costs & Installation	Cllr Baker advised Councillors that the costs of installation of CCTV at the sports field could be between £10 - 15k, dependant on the system required. Councillors agreed unanimously to request the CSU camera be installed to better ascertain the benefits and efficiency and value of installing this equipment. Clerk to contact the CSU.	Clerk
214	Defibrillators		

Signed _____

Following advice received and presented by the Clerk, Councillors agreed unanimously to purchase the Zoll defibrillator, external key pad case and information notice. This will be installed at the Village Shop in Charlesford Avenue. Clerk to complete order.
The Village Hall will be running a first aid course in the near future, dates TBC.

Clerk

215 Devolution of local services to Parish Councils

Due to illness the Clerk has not been able to sufficiently research the principles behind any proposal to devolve local services for this meeting. However this is an agenda item at the SLCC training event on the 3rd February and anticipates being able to supply the required details for the next PC meeting.

Clerk

216 Reports

- 216.1 KALC Meeting – 23/11/2016 – Cllr O’Neil
- 216.2 NHW AGM – 30/11/2015 – Cllr O’Neill

All reports previously circulated and retained on file

217 Any Other Information

217.1 The Clerk will be attending the SLCC Regional Roadshow on 3rd February – items for discussion include Devolution and Local Councils, Pensions & Finance and Legal and Employment briefings.

217.2 Information has been received of the modifications to the Kent Minerals and Waste Local Plan 2013-30. The document can be viewed at <http://consult.kent.gov.uk/portal/mwcs/mwlp-submission/kent>

217.3 Kent Police has previously requested contact details of each individual local council, including parish councils. The Clerk has now received a request that this inclusion is formalized with the completion of a registration document. Agreed.

217.4 The Clerk has received another letter from Oakwood Park Grammar School requesting participation in a Community Volunteering Initiative; the school is attempting to get the entire school into the community volunteering.

217.5 Police Forum – the next meeting is scheduled to be held at Maidstone Police Station on the 18th February.

217.6 MBC would like to know if this PC would like to hold a Fun Dog Show in the summer. No

217.7 Christmas Card received from MP Helen Whately

217.8 Invitation received from the Lord-Lieutenant of Kent who is holding his annual Civic Service at All Saints Church, Maidstone on Tuesday 15 March commencing 11am, no-one available to attend.

217.9 Announcement by Chairman – Cllr Baker informed the meeting that he will be moving out of the area probably in March and would therefore be standing down as a councillor. He agreed to continue as chair until he moves with a view to the Vice Chairman stepping up until APM elections in May.

Clerk

218 Items for next Meeting’s Agenda

- 1 Footpath in Village Hall grounds – Cllr Friend
- 2 Broadband & telephone at Village Hall - Clerk
- 3 Devolution of local services - Clerk

219 Parish Council Meetings

The next full Meeting of the Parish Council will be held on Monday 15th February 2016 at The Village Hall, Gravelly Bottom Road, Kingswood at 7.30pm.

There was no further business, Cllr Baker closed the meeting at 10.25pm

Signed _____