



# 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 21<sup>st</sup> September 2015

### Present:

Cllr Terry Baker (Chairman)  
\*Cllr Annette Friend  
Cllr Peter Page

Cllr Tina Clark  
Cllr Tom Hoy  
Cllr Janet Tandy

Cllr Mike Darling  
Cllr Mike O'Neill  
(8)

Gail Gosden – Parish Clerk

There were two members of the public in attendance

**Cllr Baker opened the meeting at 7.40pm**

Apologies for Absence:

Cllr Lovell - family commitments  
Cllr Whittle, KCC - work commitments

There was no notification of intent to record the meeting.

Min No	Action
114	<p><b>*Co-option of Councillor</b></p> <p>Annette Friend has expressed an interest in becoming a parish councillor having attended three parish council meetings. Cllr Tandy proposed that Annette Friend is co-opted to the parish council, seconded by Cllr Darling and agreed unanimously by all. The Chairman welcomed Cllr Friend and was invited to join councillors. Cllr Friend then signed the declaration of acceptance of office which was co-signed by the Chairman.</p>
115	<p><b>Councillors Declarations (Regarding Agenda Items)</b></p> <p>115.1 Lobbying 115.2 Personal Interest 115.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)</p> <p>There were no declarations</p>
116	<p><b>Approval of Minutes</b></p> <p>116.1 Minutes of the Parish Council Meeting held 17<sup>th</sup> August 2015 – were agreed as a true record and signed by Cllr Baker 116.2 Minutes of Planning Meeting held 1<sup>st</sup> September 2015 – were agreed as a true record and signed by Cllr Baker</p>
117	<p><b>Actions &amp; Outcomes</b></p> <p>All actions complete</p>
118	<p><b>Kent County Council - County Councillor - Maidstone Rural East - Jenny Whittle</b></p>

Signature \_\_\_\_\_

Apologies have been received.  
Cllr Whittle will attend the parish council meeting in October.  
Cllr Whittle reported that she was involved in restoring a school bus service serving Kingswood pupils to Cornwallis School. The operator pulled the service, but KCC stepped in and it has been running since the start of term. She had received a number of emails from concerned parents but all is well now.  
There have been a number of complaints from parents about Leeds Castle's new ban on scooters, this is not a public operation Cllr Whittle is therefore not involved

**119 Maidstone Borough Council – Ward Councillor - Gill Fort**

Cllr Fort reported:-  
Jon Lawrence, MBC Planning Officer has reported to her that the planning application for Oaklands, Gravelly Bottom Road, Kingswood, which is now 18months old, should be determined by the end of September.  
The MBC Local Plan is in a state of flux, the housing number still stands, that 18,500 houses need to be built before 2031, there is a clear need to look further at brownfield sites but it is recognized that there are insufficient sites in either the urban or rural areas.  
Landscapes of Local Value (LLV's) have been determined by MBC which guarantees protection but MBC have not included the Lower Weald.  
There will be another 600 homes (subject to planning permission) at Langley which will mean a total of 3,000 new homes on the Sutton Road.  
The Joint Transport Board, MBC are backing the need for the Leeds/Langley Relief Road, but the finances for this are yet to be determined.  
J8 at the M20 remains in MBC's economic development plan as an area designated for employment.

**120 Policing**

**120.1 Crime figures and Police report – 21st August to 21st September 2015**

3 Crimes reported:- 12/09/2015- Burglary– Elder Close; 14/09/2015 – Criminal damage under £5000- Cayser Drive; 26/08/2015 – Theft by finding- Chartway Street; 29/8/2015- Nuisance Youths – Cayser Drive

1 case of Anti-Social Behaviour reported

Leeds- 1 x theft by finding, 1x Theft from motor vehicle, No ASB nor is there anything else of note.  
Sutton Valence & Langley- 2 x Burglary, 2 x Theft from vehicle, No ASB nor is there anything else of note.

PCSO Maybank also reported that, having been given a partial number plate he has located a youth suspected of causing some of the problems at the sports field recently, the youth was issued with a Section 59 notice.  
PCSO Maybank also spoke with the youths parents who were advised that should this person come to the Police's attention again his bike could be scrapped.

A Police contact point will be coming to Kingswood, details will be forthcoming soon.

A contact poster was provided for display on the noticeboards.

Operation Innovate – where numerous police officers move into one location at the same time, will also be coming into Kingswood.

Councillors requested that the crime figures also included Ulcombe in future. PCSO Maybank advised that local crime figures were also available online at [www.police.co.uk](http://www.police.co.uk); Cllr Friend pointed out that generally the information was very out of date and locations often inaccurate.

The Clerk asked if there was anything that could be done for a resident who is having rubbish continually thrown into their garden. PCSO Maybank said that he was aware of the problem.

**120.2** Report received from PS Stevens and previously circulated to councillors regarding the letter written to Ann Barnes, Kent Police Commissioner.

**121 Finances**

**121.1** Responsible Finance Officer's report was read to councillors, payments were ratified and agreed.

**121.2** Bank reconciliation –August 2015, was previously circulated to councillors, was agreed and signed by Cllr Baker.

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121.3 Review and adoption of Financial Regulations – Councillors discussed the NALC revised Financial Regulations, 2014; Cllr Baker pointed out several important changes to be recognised. Councillors agreed unanimously to adopt the revised regulations and they were signed by the Chairman and Clerk.

121.4 Review and adoption of Financial Risk Assessment – Councillors discussed the amended risk assessment. Cllr Darling suggested that the section on Legal Liability where the Clerk clarifies the legal position of any new proposal should be amended to a Low/Medium risk; this was agreed by all, and initialed by the Chairman.

Cllr Darling also asked the Clerk to check whether we have legal liability for the tenanted Tall Trees space.

There will need to be a Staff Review before the end of October and an F & GP meeting before 23<sup>rd</sup> November to discuss the precept 2015/16.

*There was a brief recess for refreshments at 8.30, meeting re-opened at 8.40*

Clerk

Clerk

122

### Neighbourhood Plan

The Neighbourhood Plan Steering Group held a meeting with Designscape Ltd., on the 17th September to discuss the outcome of the public consultation. Designscape will be making an appointment with the new planning officer in charge of NP's to conclude the Regulation 14 consultation with a view to moving towards the independent inspection. It is hoped that the referendum can take place towards the end of February 2016.

123

### Sports Field

123.1 The memorial bench has now been erected. However permission to erect a plaque with the previously agreed wording and to plant some bulbs around the seat area is now sought. Following discussion Councillors agreed that a plaque could be erected subject to the agreement of the other family member. However they felt that the planting of bulbs would impinge on maintenance and therefore did not want bulbs to be planted.

123.2 The installation of the new play equipment is scheduled to take place on the w/c 5<sup>th</sup> October.

123.3 The installation of the new fencing is scheduled for the week commencing the 12<sup>th</sup> October, subject to the delivery of the fencing by Jacksons.

123.4 The dismantling of the Levercrest play area is scheduled for w/c 5<sup>th</sup> October.

123.5 The quote received for the erection of a column which would have an electricity supply enabling the use of CCTV cameras was very reasonable, councillors requested CCTV cameras to be an agenda item at the next meeting.

Clerk

124

### Permissive Footpath to Sports Field

The outcome of the TPO planning application is due on 12<sup>th</sup> October.

125

### Handyman

The Clerk reported that the new handyman has now supplied public liability insurance to the value of £5million as requested. He has already carried out several jobs satisfactorily.

126

### Tall Trees Leased Area

The tenants of the leased area have agreed in principle to paying the legal costs for the conveyancing of the sale and purchase of the tenanted land.

The clerk has received several quotes for the cost of conveyancing and there is nothing to choose between them. However the MBC legal department is in a position to work on our behalf and can reduce some of the disbursement costs and also will have access to the tenancy agreement etc.

To comply with the Local Government Act the land does have to be valued and the Clerk has spoken with Coles Ltd to carry out this valuation for the Parish Council

127

### Defibrillator

The Clerk has spoken to the owner of the Village Shop in Charlesford Avenue, who is happy to have a defibrillator erected at the front of the shop as it is for the communities benefit.

Having made enquiries locally it would appear that this PC is one of very few who DON'T have public access to

Signed \_\_\_\_\_

a defibrillator. Cllr Darling proposed that the parish council should finance the supply and installation of a defibrillator, seconded by Cllr Hoy and agreed by all. The Clerk was requested to obtain the current costs of purchase, installation and the cost of maintenance.

Clerk

**128 Speedwatch**

The Clerk has been approached by the Speedwatch co-ordinator at Ulcombe suggesting that this parish combine with Ulcombe in an application for funding of Speedwatch equipment. Volunteers would be required to be trained by Kent Police and the routes that require to be monitored will have to be approved by Kent Police also. The Clerk has emailed this information out via the parish contact list but there has only been one person who has expressed an interest in participating. Two councillors have agreed to participate occasionally. Councillors agreed that this should be advertised via the Parish News as more volunteers would be needed to run this project if the application was successful.

Cllr Baker

**129 Queens 90<sup>th</sup> Birthday Celebrations**

Cllr Clark reported that Queens's actual birthday is April 21<sup>st</sup> and the official birthday is June 2<sup>nd</sup>. Apparently the Queen has stated that she does not want parties for the celebration. Councillors requested the Clerk to speak to the Village Hall committee to see if they had any plans.

Clerk

**130 Kent County Minerals & Waste Local Plan 2013-30**

Cllr Hoy advised that he had been unable to review this document and asked that the item be carried over to the next meeting.

Cllr Hoy

**131 Local Plan/JPG**

The Clerk reported that the Joint Parishes Group (JPG) would be meeting on the 7<sup>th</sup> October to discuss the Local Plan and other related issues. Councillors Baker, Hoy and O'Neill would attend and Cllr Hoy would write a report for the information of councillors.

Baker, Hoy & O'Neill

**132 Reports**

KCC Highways meeting and outcomes – 16/09/2015

Reports are circulated to councillors and retained on file

**133 Any Other Information**

133.1 Hollingbourne Parish Council has learnt that October 2015 will be the switch on date for faster broadband for users of the Hollingbourne Telephone Exchange, which will affect residents of Broomfield.

133.2 KCC Highways Seminar, 9<sup>th</sup> November at the Mecure Hotel, Tunbridge Wells.

133.3 KCC Highways have forwarded a Highways and Transportation survey they wish completed before the 27<sup>th</sup> November.

133.4 Clerks Finance Conference 2015 – 22<sup>nd</sup> October at Ditton.

133.5 MBC commences their public consultation for the Local Plan on 23<sup>rd</sup> October for 4 weeks until 23<sup>rd</sup> October.

133.6 The next Leeds Langley Relief Road meeting will take place on Wednesday 23<sup>rd</sup> September at Sutton Valence.

133.7 The Clerk has ordered the remembrance wreath for November.

Clerk  
Clerk

Clerk

Cllr Baker  
& Clerk

**134 Items for next Meeting's Agenda**

1. CCTV Cameras – Cllr Baker
2. Pedestrian Crossing – Cllr Friend

**135 Parish Council Meetings**

The next full Meeting of the Parish Council will be held on Monday 19<sup>th</sup> October 2015 at The Village Hall, Gravelly Bottom Road, Kingswood at 7.30pm.

Signed \_\_\_\_\_

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