



# 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 on Monday 19<sup>th</sup> June 2017

### Present:

Cllr Tina Clark (Chair)      Cllr Gareth Davies      Cllr Annette Friend      Cllr Tom Hoy  
Cllr Mike Lovell              Cllr Paul Milton              Cllr Peter Page              Cllr Janet Tandy      (8)

Gail Gosden – Parish Clerk

There was one member of the public.

There was no declaration of intent to record the meeting by either Councillors or members of the public.

### Apologies for Absence:

Cllr Prendergast - KCC  
Cllr Fort - MBC.

Cllr Clark opened the meeting at 7.30pm.

### Min No

### Action

#### 37 Councillors Declarations (Regarding Agenda Items)

- 37.1 Lobbying
  - 37.2 Personal Interest
  - 37.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
- There were no declarations

38 **Kent County Council - County Councillor - Maidstone Rural East** – Shelina Prendergast  
Apologies received – no report

39 **Maidstone Borough Council – Ward Councillor** - Gill Fort  
Apologies received – no report

#### 40 Policing

40.1 Crime figures and Police report – PCSO John Boyd reported the following crimes:-

#### May – June 2017

**June** - 14-15 - Gravelly Bottom Rd - Burglary to workshop and theft of plant equipment;  
07-09 – Charlesford Ave - Theft of ride on lawn mower; 07 - Charlesford Ave - Theft from vehicle – theft of purse/credit cards and jewellery.

Signed \_\_\_\_\_

**May** - 27-28 - Chartway St, criminal damage to fencing – this is linked to the report below; 27-28 - Chartway St, Theft of caravan – ongoing investigation; 20-30 - Gravelly Bottom Rd, Burglary to shed and theft of mini garden tractor/gazebo/fishing equipment.

During this period there were 15 calls to the police including the above crimes. Also there were :-  
2 RTC's – Chegworth Rd, Gravelly Bottom Rd

40.2 Neighbourhood Watch Coordinator

Clerk advised that no-one had come forward to take over the reins of the NHW, but would include this information in the Parish News and would put a notices on boards and on the Swap & Shop Facebook Site.

*Cllr Friend Joined the meeting at 7.45pm*

*Cllr Davies joined the meeting at 7.48pm*

Clerk

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### **Approval of Minutes**

41.1 Minutes of the Planning Committee Meeting held 24<sup>th</sup> April 2017

41.2 Minutes of Parish Council Meeting held 24<sup>th</sup> April 2017

41.3 Minutes of the Annual Parish Meeting held 15<sup>th</sup> May 2017

41.4 Minutes of the Annual Parish Council Meeting held 15<sup>th</sup> May 2017

Councillors agreed unanimously to amend the minutes to show that apologies for absence were received from Cllr Friend.

41.5 Minutes of the Planning Committee Meeting held 15<sup>th</sup> May 2017

41.6 Minutes of the Planning Committee Meeting held 22<sup>nd</sup> May 2017

The above minutes were all approved unanimously as a true record and were signed by Cllr Clark.

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### **Actions & Outcomes**

Items outstanding:- 264/17 – Letter to MBC re NP, Councillors agreed that a letter should not be written until there are further details of the outcome of the Headcorn NP. 283.3 – Transfer funds to savings account has not been done as there are issues with access, Councillors requested the Clerk to write Co-op requesting application forms.

Clerk

43

### **Finances**

43.1 Responsible Finance Officer's report was circulated, payments were agreed and ratified.

43.2 Bank reconciliation – April was signed as correct by Cllr Davies & May 2017 was signed as correct by Cllr Clark

43.3 Co-operative Bank Account – the application for online banking had not been received so could not be completed.

43.4 Co-operative Bank Account – completion of application to change of account signatories

43.5 Unity Trust Bank Account – completion of application to remove signatories from account

43.6 Unity Trust Bank Account – completion of application for additional signatories to account

44

### **Kent Highway Services**

44.1 Outcome of meeting with KCC Highways confirmed the following items:-

There is no practical way of orchestrating a one way system in Broomfield Road during other local road closure and similar issues;

**Signed** \_\_\_\_\_

Should a Leeds/Langley relief road be agreed it would take 20 years to be completed; KCC cannot be held responsible for repairs to passing places on single track roads as the land is not the responsibility of KCC; They will investigate the possibility of advisory signage indicating single/narrow road information be installed on single track roads in the parish.

Councillors discussed the possibility of the Parish Council carrying out some repairs to the worst passing places potholes which were considered as potentially dangerous. Following advice the Clerk obtained from the PC insurers it was agreed that this was not something the PC was able to undertake.

44.2 The KCC grass cutting work programme indicates that this work will take place in this parish on Tuesday 12 September.

#### 45 **M20 Resurfacing**

A letter has been received from Helen Whately, MP, who pledges her support for noise mitigation measures to be implemented on the M20 between J 8 & 9 should she be re-elected on 8 June. She advises that Highways England will be inspecting this part of the M20 this year.

Ms Whately requested an opportunity to meet with councillors and parishioners in the future, some dates were considered and the Clerk will respond accordingly.

Clerk

#### 46 **Parish News**

46.1 Circulation – Councillors agreed to the Clerks recommendation to approach the village postmen and ask if they would deliver the Parish News for a small incentive in the future, it may be more cost effective in the long run.

46.2 Cllr Page offered to take over the delivery in Broomfield Road.

Clerk

#### 47 **Village Maintenance**

47.1 Planters- to determine maintenance plan of planters including costs.

Councillors discussed a planting plan that had been provided, they concluded that they would like this to be a community project, if possible. Cllr Friend will speak with the Headteacher at KPS to see if the children would be interested in a planting project, costs of plants would be covered by the PC, if this was unsuccessful Cllr Hoy would approach East Sutton Park Prison. A suggested budget of £400 was agreed

Cllrs  
Friend  
& Hoy

#### 48 **Peter Pease Close**

48.1 Register of Interests – The Clerk recommended that the PC agree to continue a register of interest for properties as they become available as a service to our community regardless of being unable to influence who is able to access the properties. This was agreed by all.

48.2 Cllr Davies had reviewed the S106 Agreement and advised Councillors that “in no way” did the agreement allow for the Parish Council to participate in any way with selling or finding tenants for Peter Pease properties and on that basis it would not be for the PC to “pull out” of the S106 agreement.

Clerk

#### 49 **Sports Field**

The Clerk suggested that a meeting of the Sports Field Committee is arranged to discuss the

**Signed** \_\_\_\_\_

outcome of the Annual Safety Exam and other items. A date of 26 June was agreed

Clerk

**50 Village Hall**

Pre-school extension & Parish Council Office facility – the Clerk has liaised with colleagues and obtained details of several architects, however one parish who is undertaking a similar project has recommended a company who will project manage every element. Councillors asked the Clerk to request a no obligation consultation.

Clerk

Cllr Davies expressed concern that the PC had still not had sight of the Village Hall constitution which would determine whether or not a collaborative project could even be undertaken. Cllr Tandy was asked to raise this at the next VHC meeting on Monday 26 June.

Cllr  
Tandy

Village Hall Fair – 1<sup>st</sup> July – PC would be participating, Cllrs Clark, Hoy, Lovell & Friend will attend.

Cllr Lovell retired from the meeting at 9.55pm

**51 Reports**

51.1 Village Hall Committee Meeting – 24 April – Cllr Tandy

51.2 Kent Police Forum Meeting – 24 May – Cllr Davies

Reports previously circulated and retained on file.

**52 Any Other Information**

52.1 Letter of thanks received from AW Court, Funeral Directors re donation in memory of Mike Evans.

52.2 Notification has been received of PRoW closure of footpaths around Leeds Castle on 08/09 July

52.3 Road Closure in Gravelly Bottom Road from 06 – 18 July – Clerk has queried consecutive closures, no response from KCC Highways to date.

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

No additional items requested

**54 Parish Council Meetings**

The next Meeting of the Parish Council will be held on Monday 17<sup>th</sup> July 2017 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.

There was no further business Cllr Clark closed the meeting at 10.15pm.

**Signed** \_\_\_\_\_