



# 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 20<sup>th</sup> March 2017

### Present:

Cllr Tina Clark (Chair)      Cllr Gareth Davies      Cllr Annette Friend      Cllr Tom Hoy  
Cllr Paul Milton              Cllr Peter Page              Cllr Janet Tandy              (7)

Gail Gosden – Parish Clerk

Two members of the public joined the meeting at 7.43pm

### Apologies for Absence:

Cllr Mike Lovell – Family commitments  
PCSO John Boyd – Annual Leave

There were no declarations of intent to record the meeting; Cllr Clark opened the meeting at 7.30pm.

### Min No

### Action

253

#### Councillors Declarations (Regarding Agenda Items)

- 214.1 Lobbying
  - 214.2 Personal Interest
  - 214.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
- There were no declarations*

254

#### Approval of Minutes

- 254.1 Minutes of the Planning Committee Meeting held 6<sup>th</sup> March 2017
  - 254.2 Minutes of Parish Council Meeting held 20<sup>th</sup> February 2017
- The above minutes were approved as an accurate record and were signed by Cllr Clark
- Councillors agreed unanimously to move the MBC item to the next agenda item*

255

#### Maidstone Borough Council – Ward Councillor

- Cllr Gill Fort had made the following enquiries at MBC on behalf of the PC
- 1 The removal of dog bins in the parish which had not been replaced by co-mingle bins. Cllr Fort has spoken with John Edwards, Environmental Services Section, MBC who agreed to get a bin installed at the sports field this week. There was also an offer to install additional bins around the parish which would be collected free of charge but the cost of purchase and installation would have to be assumed by the Parish Council. Councillors requested the Clerk to make further enquiries with a view to additional installations. Meanwhile both KCC and MBC had attended the village and had marked the pavements with warning signs about dog fouling and displayed penalty notices on available posts.
  - 2 Concern had been raised by the Clerk about the Planning Departments proposal to supply all planning application information electronically instead of the current hard copy system. Cllr Fort advised that the plans had not progressed and that a consultation with parishes would take place before any further changes are made.
  - 3 Cllr Fort has spoken to Jason Taylor, Parks & Leisure, MBC regarding a proposal muted last

Signed \_\_\_\_\_

Clerk

June for match funding for additional play equipment to be installed in strategic play areas. The proposal is due to be adopted in the next two months when applications by parish councils can then be made.

4 Confirmation of MBC's responsibilities for verge cutting around the parish is still awaited.

5 The applicants who proposed the development of Woodcut Farm have delayed an appeal against the decision of MBC to refuse planning permission, until October.

Cllr Hoy asked if there was any further news on a Leeds/Langley Relief road. Cllr Fort informed councillors that KCC were refusing to install a bus lane along the Sutton Road, as recommended in the interim Local Plan report, but that KCC were still reviewing options for routes for a relief road subject to funding.

Councillors thanks Cllr Fort for her help with all the above items.

256 **Actions & Outcomes**

All complete apart from item 231.11- letter to Paul Carter

*Two members of the public joined the meeting at 7.40pm, apologised for their lateness but requested the opportunity to speak on the agenda item about the M20 resurfacing. Councillors agreed to move this to the next item for discussion. Cllr Clark closed the meeting at 7.47pm to enable the members of the public to address councillors. The meeting was re-opened at 7.52pm.*

257 **M20 Resurfacing**

Residents have asked for the support of the parish council to lobby Highways England to provide re-surfacing of the M20 to reduce noise levels. Councillors requested the Clerk make enquiries of neighbouring parishes regarding petitions and also write to MP Helen Whately.

Clerk

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

No apologies or report received.

259 **Policing**

259.1 Crime figures and Police report – PCSO Boyd

20 February – 19 March 2017

**February**

27-28 - Duck Pond Lane - Burglary to farm out buildings – damage to padlock and door

**March**

05-09 - Lenham Rd - Burglary to shed, damage to fencing and theft of padlock, generator and lawnmower  
During this period there were 10 calls to the police including the above crimes

Also there were :- 1 RTC's – Lenham Rd

*There was also a RTC in Broomfield Road, which closed the road on 09/03.*

Cllr Milton reported that a considerable number of tyres had been dumped in Charlton Lane.

259.2 NHW AGM Minutes received and previously circulated.

260 **Finances – Clerk**

260.1 Responsible Finance Officer's report was circulated, payments were ratified and agreed and the report is retained on file.

260.2 Bank reconciliation – February 2017 – was agreed by all and signed Cllr Davies.

260.3 Signatures required for Credit Card facility – signed by Cllrs Clark, Tandy & Clerk

260.4 Signature required for PSS Agreement - signed by Cllr Clark & Clerk

260.5 Councillors agreed unanimously that the tenancy fees for 2017/18 should be raised by the current RPI level of 2.6%

Signed \_\_\_\_\_

Clerk

260.6 S 137 expenditure limit for 2017/18 is £7.57

260.7 VAT Refund for 2016-17 of £3,367.65 has been confirmed and should be in bank account before financial year end.

260.8 Council Tax rates for 2017/18 for the borough have been advertised in the KM

260.9 Councillors agreed to maintain a contribution request of £15 per person for the pensioners outing in November 2017.

**261 Kent Highway Services**

Emergency closures of neighbouring roads – Susan Laporte, District Manager, KCC Highways would welcome the opportunity to discuss options and made some dates available for consideration. Cllrs Clark, Davies & Hoy would endeavour to be available. Clerk to arrange meeting.

Clerk

**262 Parish Handyman**

Since the last meeting when Mr Spours was appointed as handyman subject to providing an appropriate insurance policy the Clerk has been unable to contact him. He has only supplied a mobile telephone number and the Clerk has left several messages, with no response. Councillors resolved that the Clerk should write, if an address could be found, and terminate the provisional offer of employment.

Clerk

Mr Paul Beaney has expressed an interest in the handyman work and is currently obtaining the appropriate insurance cover. Councillors agreed unanimously that subject to an appropriate insurance policy being provided Mr Beaney is asked to take over the handyman role.

Clerk

**263 Annual Parish Meeting (APM)**

Councillors agreed the following:-

- 1 The Clerk would create a booklet that would include all reports for local clubs and societies and the Parish Council, but invite a member from each group to attend to answer any questions.
- 2 There would be no independent speaker this year
- 3 The evening meetings will commence at 7.30pm; tea and coffee would be provided.

**264 Neighbourhood Plan (NP)**

1 Councillors discussed the outcome of the response from MBC regarding the progression of the NP, and concluded that there was no further action that could be taken to advance the plan, that every avenue possible had been pursued to progress the plan, unsuccessfully. Cllr Hoy proposed that the Clerk be asked to write to MBC expressing their deep disappointment at the outcome of 5 years' work, Councillors feel the lack of support and advice due from MBC, was a main contributing factor in the failure of the plan. Councillors agreed unanimously.

Clerk

2 KALC are holding a NP training/information session at Kings Hill on Friday 19<sup>th</sup> May from 2pm.

3 Cllr Clark proposed that the NP is not an agenda item for April, agreed by all.

**265 Peter Pease Close**

264.1 A rental property had become available, once again, applicants on the Parish Council Register of Interest were not offered the vacancy.

264.2 There is a shared ownership property becoming available, the Clerk has contacted names on the register of interest and circulated the vacancy via the email contact list.

264.3 An Orbit officer has suggested councillors re-consider the S106 agreement which only permits people with a proven local connection to live in the PPC properties. Cllrs requested the Clerk obtain and review the original agreement before further discussion.

Clerk

**266 Preschool Premises**

Signed \_\_\_\_\_

Cllr Friend advised that Kingswood Pre-school were no further forward with finding alternate premises to enable them to open five full days per week.

## 267 Sports Field

267.1 Councillors resolved to accept the quote for annual tree safety audit 2017/18 from TreeCycle, but concluded that they did not wish to tag the trees

267.2 Repairs to car park surface - quote received from Wilson's Tarmac who installed the surface.

267.3 Following latest safety report by Cllr Davies, the clerk has removed the remaining goal net. Cllr Davies reported that one of the safety gates into the play area was not closing.

*Cllrs Hoy & Page offered their apologies but needed to retire from the meeting at 10.20pm*

## 268 Village Hall

268.1 An invitation has been received from the Village Hall Committee to discuss Parish Council office space at their next meeting. Councillors agreed that the PC would recess the next PC meeting for councillors to attend the VHC meeting which is being held in the adjacent meeting room at the same time.

268.2 Parish Council office provision – Cllr Clark offered an option for this provision but following discussion it was agreed this option was probably not viable

268.3 Village Hall Summer Fete – 1<sup>st</sup> July

## 269 Reports

268.1 Village Hall Committee AGM – Cllr Friend reported that the VH constitution has still not been located but it was a very positive meeting.

268.2 Rural Conference – 9<sup>th</sup> March – Cllr Davies. Report previously circulated and retained on file.

## 270 Any Other Information

270.1 Due to the Easter holidays the next PC meeting is delayed until 24<sup>th</sup> April. This clashes with the VHC meeting so it has been agreed the meetings will be held concurrently in the meeting room and the main hall.

270.2 Clerk has provisionally booked Pensioners Outing for 21<sup>st</sup> November, which is a change to timings by request of previous participants.

270.3 There has been no response to the advertisement for Volunteer Support Warden Scheme to date.

270.4 Despite a follow up letter to the solicitors acting for the owners of the land at the end of Charlesford Avenue there has been no response to the offer to negotiate the purchase of the land.

270.5 The Clerk asked what she should do with the old computer which had the hard drive removed, Cllrs agreed it should be recycled at Tovil Tip.

270.6 MBC have notified that there has been no request for an election following the resignation of Mike Darling, we are now free to co-opt although there have been no applications

## 271 Items for next Meeting's Agenda

1 Election of Village Hall Representative.

### Parish Council Meetings

**The next Meeting of the Parish Council will be held on Monday 24<sup>th</sup> April 2017 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.**

There was no further business, Cllr Clark closed the meeting at 10.55pm

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