



# Broomfield and Kingswood Parish Council

[www.broomfieldandkingswoodpc.kentparishes.gov.uk](http://www.broomfieldandkingswoodpc.kentparishes.gov.uk)



## Notice of a Meeting of the Parish Council

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To: All Councillors

You are hereby summonsed to attend a Meeting of the Broomfield and Kingswood Parish Council to be held at the Village Hall, Gravelly Bottom Road, Kingswood on Monday 15<sup>th</sup> January 2018 at 7.45pm.

Dated 10<sup>th</sup> January 2018.

Signed: Gail Gosden Parish Clerk

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**Public Forum** - The Chairman will invite members of the public to speak prior to the start of the Meeting, relating to the Agenda or local issues, to a maximum of fifteen minutes and one minute per speaker. You are requested to state your name and address prior to speaking.

### **A G E N D A**

- 1. Apologies for Absence**
- 2. Councillors Declarations (Regarding Agenda Items)**
  - 2.1 Lobbying
  - 2.2 Personal Interest
  - 2.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
- 3. Kent County Council - County Councillor - Maidstone Rural East – Shelina Prendergast**
- 4. Maidstone Borough Council – Ward Councillor - Gill Fort**
- 5. Policing**
  - 5.1 Crime figures
- 6. Approval of Minutes**
  - 6.1 Minutes of the Planning Meeting held 20<sup>th</sup> November 2017
  - 6.2 Minutes of Parish Council Meeting held 20<sup>th</sup> November 2017
  - 6.3 Planning Committee Meeting 11<sup>th</sup> December – inquorate, meeting cancelled.
  - 6.4 Community Centre Committee Meeting - 14<sup>th</sup> December 2017
- 7. Actions & Outcomes – Clerk**
- 8. Finances – Clerk**

- 8.1 Responsible Finance Officer's report
- 8.2 Bank reconciliation – November & December 2017
- 8.3 Review JPG budget for 2018/19
- 8.4 Adopt budget proposal for 2018/19
- 8.5 Agree Precept Application 2018/19
- 8.6 Agree review of Financial Regulations for 2018/19
- 8.7 Agree review of Risk Assessment for 2018/19

**9. Committee Membership - Clerk**

To review and fill vacant posts on committee membership

**10. Traffic Management at Village Hall**

To determine the installation of 'keep clear' road markings and/or a zebra crossing.

**11. General Data Protection Regulations (GDPR) – Clerk**

**12. Emails – Cllr Darling**

**13. Sports Field**

- 13.1 To determine contract/s for additional equipment for the Sports Field.
- 13.2 Request for storage unit in car park

**14. Gypsy & Traveller Collaboration – Clerk**

To determine whether B & K PC will attend a meeting with other local parishes to discuss working in collaboration on issues relating to traveller and gypsy sites in the local area.

**15. Village Signage – Cllr Lakin**

**16. Pre-school extension & Parish Council Office facility – Cllr Hoy**

**17. Reports**

**18. Any Other Information**

**19. Items for next Meeting's Agenda**

**20. Parish Council Meetings**

**The next Meeting of the Parish Council will be held on Monday 19<sup>th</sup> February 2018 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.**