



# Broomfield and Kingswood Parish Council

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## Public 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 16<sup>th</sup> April 2018 at 7.45pm.

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

Signed: Gail Gosden Parish Clerk

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

- 1. To receive and approve apologies for absence**
- 2. Councillors Declarations of interest in items on the agenda**
  - 2.1 Lobbying
  - 2.2 Personal Interest
  - 2.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
- 3. Reports from representatives of outside bodies: -**
  - 3.1 Kent County Council - County Councillor - Maidstone Rural East – Shelina Prendergast –
  - 3.2 Maidstone Borough Council – Ward Councillor - Gill Fort –
  - 3.3 Neighbourhood Watch – Co-ordinator – Ken Pattison
- 4. To approve the minutes of the meetings of Broomfield & Kingswood Parish Council held on: -**
  - 4.1 Minutes of Planning Committee Meeting held 19<sup>th</sup> March 2018
  - 4.2 Minutes of Parish Council Meeting held 19<sup>th</sup> March 2018
  - 4.3 Minutes of Staff Committee Meeting held 4<sup>th</sup> April 2018
- 5. Actions & Outcomes (for report only)**
- 6. Policing**

Crime figures –
- 7. Finances & Payment of Accounts – Clerk**
  - 7.1 Bank reconciliation – March 2018
  - 7.2 Responsible Finance Officer's report
  - 7.3 To approve accounts for payment & ratify payments already made
  - 7.4 To ratify agreement to 'ring fence' and reserve funds of £35,000 from the 2017/18 budget to 2018/19 budget for play equipment due to the delay in works commencing.

7.5 To consider alternate savings account following maturity of Business Saver Fixed Rate account.

**8. Annual Parish and Annual Parish Council Meeting 21<sup>st</sup> May 2018**

To determine format and actions required for the meeting.

**9. Recruitment of Parish Clerk**

9.1 To determine and agree policy and procedure for recruitment

9.2 To determine and agree costs for recruitment

9.3 To consider questions for interview of candidates

**10. Traffic Management at Village Hall & Surrounding Areas**

10.1 To receive and update and review requirements.

10.2 Lenham Road Speed issues

**11. Parish News Circulation – Clerk**

**12. General Data Protection Regulations**

To receive an update on implementation and to consider any expenditure requirements.

**13. Commemorative Celebration 11<sup>th</sup> November 2018 – Cllr Clark**

To consider and determine actions and expenditure for celebrations.

**14. Committee membership and meeting attendance – Cllr Clark.**

Review and consideration of membership of all committees.

**15. Request from resident re maintenance of grass verge**

To receive an update and decision on the maintenance of verges in The Waldens

**16. Coffee Caravan Project by ACRK**

To receive an update of project.

**17. Village Sign**

To receive an update on the condition and requirements of any renovation of the village sign and review of location; to approve any actions and associated expenditure.

**18. Sports Field**

18.1 To determine an agreement for Roseacre Rovers 2018/19 season for substitute team.

18.2 To determine decision on whether to continue to receive the MBC monthly safety checks sheets.

18.3 To consider any actions that could be taken regarding inappropriate use (or games) at the Sports Field

**19. Community Centre – Cllr Hoy**

19.1 To receive any update and approve any actions and associated expenditure

**20. Reports**

**21. Any Other Information**

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

**23. Parish Council Meetings**

**The next Meeting of the Parish Council will be the Annual Parish and Annual Parish Council Meetings held on Monday 21<sup>st</sup> May 2018 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.**