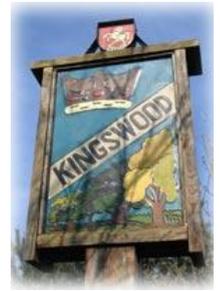




# Broomfield and Kingswood Parish Council

www.broomfieldandkingswoodpc.kentparishes.gov.uk



## 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> March 2017

**Present:**

Cllr Mike Darling; Cllr Gareth Davies (Vice- Chair); Cllr Annette Friend;  
Cllr Tom Hoy; Cllr Paul Milton; Cllr Janet Tandy (6)

There were no members of the public present.

There were no declarations of intent to record the meeting by Councillors.

Cllr Davies opened the meeting at 7.30pm.

Min No		Action
266	<p><b>To receive and approve apologies for absence</b>            Cllr Tina Clark – Family commitments            Cllr Steve Lakin – Family commitments            Cllr Peter Page – Work commitments            Cllr Shellina Prendergast – Other commitments            PCSO Shivon DeRose – Family commitments</p>	
267	<p><b>Councillors Declarations of interest in items on the agenda</b>            267.1 Lobbying            267.2 Personal Interest            267.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)            There were no declarations.</p>	
268	<p><b>Reports from representatives of outside bodies: -</b>            268.1 Kent County Council - County Councillor - Maidstone Rural East – Shelina Prendergast–apologies received – no report.            268.2 Maidstone Borough Council – Ward Councillor - Gill Fort – No apologies or report received.            268.3 Neighbourhood Watch (NHW) – Co-ordinator – Ken Pattison- Thanked councillors for their support with relaunching the NHW, including a front-page item in the Spring Parish News, he has already received interest from residents. There will be a re-launch event at the next Coffee Morning at the Village Hall on 7<sup>th</sup> April from 10am – 12 noon.</p>	
269	<p><b>To approve the minutes of the meetings of Broomfield &amp; Kingswood Parish Council held on: -</b>            269.1 Minutes of Parish Council Meeting held 19<sup>th</sup> February 2018            269.2 Minutes of Community Centre Meeting held 5<sup>th</sup> March 2018            The minutes were approved unanimously and signed by Cllr Davies.</p>	
270	<p><b>Actions &amp; Outcomes (for report only)</b></p>	

Signed \_\_\_\_\_

PL 170 - The Clerk apologised that this item has still not been dealt with and will endeavour to complete this before the next meeting.

236 -Parish News now published, but the article Community Policing Volunteer was out of date by the time of publication so was not included.

243 – Refer to agenda item 16 at this meeting 19 March 2018 (minute no 281).

247- Village Hall Availability – at the time of asking the hall was available for the afternoon 11/11. Councillors requested the Clerk provisionally book the hall and progress this to an agenda item for April

Clerk

**271 Policing**

271.1 Crime figures - Theft of Motor Vehicle - Between 1:00am on Sunday 4th of March and 3:30pm on Monday 5th of March in Ashford Drive. A white Ford Transit flatbed truck, YR16\*\*\*, was stolen from a driveway.

**272 Finance & Payment of Accounts**

272.1 Bank reconciliation – February 2018 – was agreed and signed by Cllr Davies

272.2 Responsible Finance Officer's report – was circulated, agreed and retained on file.

272.3 To approve accounts for payment & ratify payments already made, agreed by all.

272.4 Auditor, Lionel Robbins, has agreed to carry out the internal audit for the parish council on 16<sup>th</sup> May 2018.

272.5 The parish precept showed a -0.7% reduction in the cumulative council tax charge for 2018/19.

**273 Traffic Management at Village Hall & Surrounding Areas**

273.1 The Clerk has confirmed the order and is awaiting an invoice before sending payment in advance of work to be carried out.

273.2 Lenham Road Speed issues – Cllr Davies reported that there is increasing concern from residents regarding speeding vehicles within the 30mph area of Kingswood there has been some near misses with vehicles almost hitting pedestrians. Following discussion Councillors agreed that Kent Police and KCC Highways should be notified of Councillors concern and a request should be made to KCC for a traffic survey to monitor speed issues.

Clerk

**274 Committee membership.**

Election of new Village Hall representative.

Cllr Tandy has forwarded her resignation as the Village Hall representative. Cllr Mike Darling put himself forward as the new representative. Councillors resolved unanimously to elect Cllr Darling to be the new PC representative on the Village Hall Committee, he understood he would automatically become a trustee of the Village Hall. Clerk to notify VH Chairman.

Clerk

**275 Request from resident re maintenance of grass verge**

A resident in the Waldens is enquiring whether the PC will undertake the maintenance of a grass verge which had been managed by MBC for years, but they have recently identified this land as being private property and will not continue grass cutting. Following discussion Councillors requested the Clerk to obtain the Title Deeds from the Land Registry to ascertain ownership of this land and whether there were any covenants which would prevent the erection of fencing.

Clerk

**276 Coffee Caravan Project by ACRK**

ACRK has spoken with the Clerk about having a community information van attend the parish

Signed \_\_\_\_\_

to offer advice and support to residents during the summer months. The Clerk had driven around the village with the ACRK representative to identify a suitable location and settled on the shop in Charlesford Avenue. Speaking with the owner, he agreed to permit the stationing of ACRK's caravan on the forecourt. Dates to be advised.

**277 Village Sign**

The Clerk updated Councillors on the condition and requirements of any renovation of the village sign at the Village Hall. The Clerk had approached 3 companies for advice and to quote for work as needed but only one had responded. Another company has now been approached and the Clerk will meet on site on Thursday 22 March. Councillors resolved to wait for the second inspection before deciding whether to remove and/or replace the sign. A change of location would require a planning application.

**278 Community Action for Anti-Social Dog Behaviour**

Cllr Hoy brought to the attention of Councillors a Facebook page that had been introduced in another county which appeared to be having some success with shaming inconsiderate dog owners who permitted their dogs to foul pavements. Following discussion Councillors concluded that the village Facebook page is not controlled by the parish council and could be a significant task to undertake. They resolved to request MBC to re-instate the stencilling on the footpaths in the village.

*There was a brief recess for refreshments from 8.45 – 8.55pm*

**279 Sports Field**

279.1 To determine continuation of agreement for Roseacre Rovers 2018/19 season, which includes the erection of a storage container on the Levercrest area of the car park and for games to be played on Sunday afternoons. Councillors discussed at length the request and concluded that a storage container could not be erected in the car park, they also resolved unanimously that Roseacre Rovers could not use the Sports Field on Sunday afternoons, but they could continue with the mornings for the 2018/19 season.

279.2 The Clerk had queried comments on the monthly safety checks sheets received from MBC as being incorrect and misleading, a response from MBC stated that they stand by their comments, Councillors discussed whether to continue to receive the reports and concluded that with weekly checks being carried out by the handyman and the annual RoSPA safety checks it is unnecessary for these checks to be continued. This decision to be ratified at the next PC Meeting.

279.3 The Clerk advised that the installation of additional play equipment was scheduled to commence on 23 April. No payment has yet been requested therefore there would need to be an agreement to carry over reserve funds to 2018/19, this would need to be ratified at the next PC Meeting.

Councillors requested the Clerk to arrange a meeting with Maria Cooke to consider the positioning of the MUGA which is due to be installed.

**280 Community Centre**

Cllr Hoy reported that he had applied to MBC for Pre-Planning Advice (PPA) but had yet to receive a reply, he had made payment for this service at the point of enquiry but has received a subsequent invoice stating nil charge.

**281 Gypsy & Traveller Collaboration**

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The Clerk attended the meeting at Staplehurst on behalf of the PC, six parishes attended with apologies from one other. Reports from the various parishes demonstrated similar issues with both planning and enforcement by MBC. Parishes were requested to correlate reports on actual size of sites versus approved status. It was proposed that at the next meeting both Alison Broom and Rob Jarman would be invited to answer parishes questions about the future management of sites. Next meeting date to be advised.

**282 Tall Trees Lease**

282.1 To receive an update and approve any actions required regarding the felling of TPO trees within the leased area and any associated expenditure. Cllr Davies reported that it is unclear which of the trees had been felled, one having been declared dead in September 2016 and agreement received from the tenant that it would be removed. Cllr Davies recommended that he and the Clerk will visit the site, date to be confirmed, to inspect the situation. The Clerk will contact the tenant.

282.2 In accordance with the lease agreement the rent increase for 2018/19 will be 4% in line with current RPI for January 2018.

**283 Reports**

No reports received.

**284 Any Other Information**

No other information

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

- (i) Committee membership
- (ii) 11 November Commemoration Celebrations
- (iii) Annual Parish Meeting & Annual Parish Council Meeting

**286 Parish Council Meetings**

**The next Meeting of the Parish Council will be held on Monday 16<sup>th</sup> April 2018 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.**

There was no further business, Cllr Davies closed the meeting at 9.45pm

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

**Cllr  
Davies  
& Clerk**

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