



# 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 17 September 2018 at 7.30pm.

Dated 11 September 2018.

Signed: *Gail Gosden* Parish Clerk

### **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 – Shellina Prendergast –
  - 3.2 Maidstone Borough Council – Ward Councillor - Gill Fort –
- 4. To approve the minutes of the meetings of Broomfield & Kingswood Parish Council held on: -**
  - 4.1 Minutes of Planning Committee Meeting held on 20 August 2018
  - 4.2 Minutes of Parish Council Meeting held on 20 August 2018
- 5. Actions & Outcomes (for report only)**
- 6. Policing**
  - 6.1 Crime figures –
- 7. Finances & Payment of Accounts – Clerk**
  - 7.1 Bank reconciliation – August 2018
  - 7.2 Responsible Finance Officer's report
  - 7.3 To approve accounts for payment & ratify payments already made
  - 7.4 To receive report on conclusion of Annual Governance & Accountability Return
  - 7.5 To agree transfer of Clerks telephone provision
- 8. WW1 Memorial Bench**

To ratify decision to purchase two benches for installation at the Sports Field
- 9. Greensand Ridge – AONB – Cllr Davies**

**10. Sports Field**

- 10.1 Update progress of funding application
- 10.2 To consider the installation of clothing bank
- 10.3 To agree to the Handyman carrying out CCTV checks as part of his weekly inspection.

**11. Broomfield & Kingswood Parish Council Policies & Procedures**

- 11.1 To resolve to adopt amended Standing Orders
- 11.2 To review and adopt GDPR Policy
- 11.3 To review and adopt Privacy Notice
- 11.4 To review and adopt Equality and Diversity Policy

**12. Village Sign**

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

**13. Community Centre – Cllr Darling**

- 13.1 To receive any update on amenity survey

**14. Parish Tree Maintenance**

To consider works and expenditure on parish trees at

- i) The Sports Field
- ii) Tall Trees

**15. Reports**

**16. Any Other Information**

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

**18. Parish Council Meetings**

**The next Meeting of the Parish Council will be on Monday 15 October 2018 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.**