



# 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 August 2018

**Present:** Cllr Tina Clark (Chair); Cllr Mike Darling; \* Cllr Annette Friend  
Cllr Gareth Davies; Cllr Peter Page; Cllr Janet Tandy; (6)

Gail Gosden – Parish Clerk  
Pam Bower – Clerk in Waiting  
Cllr Gill Fort, Ward Councillor, MBC

There were three members of the public present.

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

Questions were asked, and comments made about the recent accident on the Lenham Road. Traffic calming measures were requested. The Chairman advised this is an issue that has been on-going for some time. The Chairman agreed to raise the issue when a meeting takes place with KCC Highways in September and a report would be provided at the October Parish Council Meeting. In the meantime, the residents were asked to forward incident logs to the Clerk.

Cllr Clark opened the meeting at 7.45pm.

Min No		Action
120	<p><b>To receive and approve apologies for absence</b>            Cllr Hoy - Family Commitments            Cllr Friend – Family Commitments            Cllr Lakin – Work Commitments            Cllr Milton – Family Commitments            Cllr Prendergast, KCC- Other Commitments</p>	
121	<p><b>Councillors Declarations of interest in items on the agenda</b>            121.1 Lobbying - None            121.2 Personal Interest - None            121.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion) – None</p>	
122	<p><b>Introduce the new Clerk in Waiting</b>            Mrs Pamela Bower will be the new Clerk once the present Clerk retires in October 2018.            Cllr Clark signed the new Clerks contract of employment and a signed copy was retained for the Parish Council records</p>	
123	<p><b>Reports from Representatives of Outside Bodies</b>            123.1 Kent County Council – County Councillor – Maidstone Rural East – Shelina Prendergast – apologies received but no report.            123.2 Maidstone Borough Council – Ward Councillor – Gill Fort</p>	<p><b>Signed</b> _____</p>

- The review of the Local Plan is underway, and some Member workshops have taken place to discuss the next 10 years. The Government will require more housing, but the exact numbers are yet to be determined. Scattered development v one single development needs to be considered. More affordable housing in terms of both owner-occupied and social housing is being considered. Consultation will start with the Parishes.
- In Maidstone East the emphasis has shifted to residential rather than retail. There will be a multi-storey car park with a smaller footprint.
- M20 Junction 7: a Marks and Spencer store has been approved. The smaller of the Maidstone town centre stores will close but the larger store will remain.
- Work is taking place on Gabriels Hill and Week Street and they will resemble Jubilee Square.
- MBC lost their judicial review re KCC's use of S106 monies being for consultation purposes on the viability of the Leeds/Langley Relief Road. MBC are appealing the decision and are asking for an oral hearing.
- Planning contraventions have arisen about a property on the Ashford Road.
- Councillors requested that enquiries are made about moving the site of the Village Sign.

**Cllr Fort**

*Ward Councillor Gill Fort left the meeting at 20:01*

**124 To approve the minutes of the meetings of Broomfield & Kingswood Parish Council held on: -**

124.1 Minutes of Sports Field Committee held on 23 July 2018

124.2 Minutes of Staff Committee Meeting held on 25 July 2018

124.3 Minutes of Planning Committee Meeting held on 16 July 2018

124.4 Minutes of Parish Council Meeting held on 16 July 2018

The above minutes were all approved as a true record and signed by Cllr Clark.

124.5 Minutes of Planning Committee Meeting held on 06 August 2018

124.6 Minutes of Community Centre Meeting held on 06 August 2018

The above minutes were all approved as a true record and signed by Cllr Davies.

*\*Cllr Annette Friend joined the meeting at 8.11pm*

**125 Actions & Outcomes (for report only)**

Outstanding items:

Item 69 – agenda item

All other actions completed.

**126 Policing**

Crime figures – No crime reports since the last Parish Council meeting

**127 Finance & Payments of Accounts**

127.1 Bank reconciliations – May, June & June 2018 – These were circulated prior to the meeting, agreed by all and signed by Cllr Clark.

127.2 Responsible Finance Officer's report – This item was circulated and retained on file.

127.3 To approve accounts for payment & ratify payments already made – Councillors resolved to approve the accounts for payment & ratified payments already made.

127.4 Membership to SLCC – the Clerk advised that as she is staying on temporarily as RFO/advisor, she will retain her SLCC membership. Councillors resolved to approve payment for membership for the new clerk.

127.5 The Clerk advised that the Government will not be capping

**Signed**

**Clerk**

Parish Councils as long as the sector is taking appropriate steps to mitigate the need to increase the precept.

127.6 A meeting of the F & GP is required, the date to be confirmed.

Clerk

**128 Greensand Ridge – Area of Outstanding Natural Beauty (AONB)**

This has not progressed. Cllr Davies to write a letter, on behalf of the Parish Council, to CEO Alison Broom, MBC.

Cllr  
Davies

**129 Sports Field**

129.1 To determine items for Phase 2 of improvements to the sports field – Examples of play equipment were circulated, and Cllrs resolved which items should be purchased.

Clerk

129.2 To consider the supply of temporary toilets during the summer holiday – Cllrs resolved that these should not be purchased as they would need servicing every day and the cost of both the supply and servicing would be too high. Cllrs were also concerned about Health, Safety and Hygiene.

129.3 To receive quote for remedial works following tree safety audit – Cllrs resolved that the suggested work on the two trees that need attention within the next 3 months takes place. Clerk to notify MBC accordingly.

Clerk

129.4 A meeting of the SFC is required, the date to be confirmed

Clerk

*The meeting closed for refreshments at 8.55pm and re-opened at 9.02pm*

**130 Review of Standing Orders**

130.1 Councillors resolved that the Standing Orders be amended to allow members of the public to speak for 3 minutes as opposed to the previous 1 minute.

Clerk

130.2 Councillors resolved that the suggestion raised by a fellow Councillor be adopted in the standing orders. Clerk to advise the Councillor accordingly.

Clerk

**131 GDPR – Councillor Emails**

Councillors resolved that they would all have separate email accounts for Parish work for confidentiality purposes. Written instructions to be circulated to Councillors.

Cllr  
Darling

**132 Broomfield Green**

To receive a report on the condition of the kerbing at Broomfield Green and determine any actions or expenditure – Cllrs were advised that the kerbing is crumbling and needs repairing. Cllrs resolved that the necessary work should be undertaken by the Handyman. Clerk to advise.

Clerk

**133 Road Signage for Broomfield Road**

To consider road signage for Broomfield Road due to advent of deer and determine any actions or expenditure – following discussion Councillors resolved that this should be an agenda item for Parish Council meeting in February 2019.

Clerk

**134 Village Sign**

To receive an update on the renovation of the village sign and review of location; to approve any actions and associated expenditure – Councillors determined that the sign should be erected at the junction of Broomfield Road, Duck Pond Lane and Gravelly Bottom Road and resolved that the work be carried out as soon as possible.

Clerk

**135 Community Centre**

135.1 To receive an update and approve any actions and associated

**Signed**

expenditure – the draft survey had been discussed and the wording amended. It had been resolved to call it a village amenities survey.

135.2 To agree an amenity consultation survey of residents-

Councillors resolved that an email address should be added for residents wishing to return their completed surveys by email and that the survey will be sent to all residents. Councillors resolved that an invitation be sent to the Village Hall Committee and the Pre-School Committee inviting them to nominate someone to attend the Community Centre Committee meetings going forward. It should be stipulated that this is separate to the Parish Council.

**Clerk**

**Clerk**

135.3 Community Right to Bid – Councillors resolved that this should be an agenda item for the October 2018 Parish Council Meeting

**Clerk**

## **136 Reports**

136.1 Big Conversation – Councillors had received this report via email. Suggest – Cllr Clark had forwarded this report via email to all councillors, there were no comments and the report is retained on file.

136.2 East of Maidstone Bus Group – Councillors had received this report via email ditto

## **137 Any Other Business**

137.1 Defibrillator – Councillors were advised that have been no further issues with the defibrillator now the weather has cooled.

137.2 Meeting with KCC Highways – this meeting is taking place on 18 September at 10am. Councillors Clark, Davies & Darling also agreed to attend.

137.3 Rural Kent Coffee Information session – the first of these is taking place on Thursday 23 August, 10:00 – 12:30 on the forecourt of the village shop.

137.4 MBC Consultation on a proposed licencing policy to reduce levels of emissions generated from taxis and private hire vehicles – Councillors were invited to respond – [consultations@maidstone.gov.uk](mailto:consultations@maidstone.gov.uk)

**All Cllrs**

**All Cllrs**

**All Cllrs**

137.5 MBC are proposing to update Public Protection Orders in relation to dog control in October 2018.

137.6 WW1 Celebrations – it was suggested that a memorial bench be erected. Clerk to email details to Councillors and this to be a retrospective agenda item at the next Parish Council meeting.

**Clerk**

137.7 Wreath at the memorial - Councillors resolved to remove this at it was looking unsightly.

**Clerk**

137.8 Councillors were advised that a dog walker in Boughton Monchelsea had had acid thrown at his face.

## **138 Items for next Meeting's Agenda**

- (i) Standing Orders
- (ii) Community Right to Bid
- (iii) WW1 Memorial Bench/s

**Clerk**

## **139 Parish Council Meetings**

**The next Meeting of the Parish Council will be on Monday 17 September 2018 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.**

**Clerk**

There was no further business, Cllr Clark closed the meeting at 10.20pm **Signed** \_\_\_\_\_