



Broomfield and Kingswood Parish Council

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Public Notice of a Meeting of the Parish Council

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 18 February 2019 at 7.00pm.

Dated: 12 February 2019

Signed: *Pam Bower* Parish Clerk

AGENDA

No	Item
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.	Planning Applications
	The following Planning Application to be considered and resolved:
4.1	Application: 18/505973/AV Proposal: Advertisement consent for the retention of 1 No. handing signs to support customers and deliveries in locating the business, and to advertise produces and services. Location: Advert At Homestead Works, Gravelly Bottom Road, Kingswood, Kent
5.	Planning Outcomes (for report only)
6.	To approve the minutes of the meetings of Broomfield & Kingswood Parish Council
6.1	Minutes of Planning Meeting held on 19 November 2018
6.2	Minutes of Parish Council Meeting on 21 January 2019
6.3	Minutes of Parish Council Meeting held on 04 February 2019
6.4	Minutes of the Parish Council Office Committee Meeting held on 4 February 2019
7.	Actions & Outcomes (for report only)
8.	Finances and Payment of Accounts - RFO
8.1	Bank reconciliation – November and December 2018 and January 2019
8.2	Responsible Finance Officer's report
8.3	To approve accounts for payment & ratify payments already made
8.4	To ratify the payment for the repair of the Broomfield Green damaged notice board
8.5	To agree to pay for hall hire for KCC Bus Consultation event, 09/02/2019
8.6	To agree rent for Tall Trees tenants including RPI increase as per lease agreement for 2019/20
8.7	To agree to cancel cheque 183 – issued on 25/04/2018
8.8	To discuss and agree equipment for replacement RFO including telephone provision
8.9	PSS Grant 2019/20
8.10	To agree a donation for the Twinning Group – Cllr Clark

9. 9.1	Policing Crime Figures
10. 10.1	Actions resulting from attendance at Safeguarding Training To resolve which Councillor will take the lead on safeguarding
11. 11.1	CiLCA training To resolve that the Clerk does not undertake CiLCA training until she has been in post for a full year.
12. 12.1 12.2	Parish Council Action Plan To formally adopt the Parish Council Action Plan for 2019. To monitor relevant actions and take appropriate actions
13. 13.1	Parish Council Risk Assessment To review and adopt a Parish Council Risk Assessment
14. 14.1	Bus Consultation Drop-in event To receive an update on the event
15. 15.1 15.2 15.3	Joint Councillor and PCSO surgeries To resolve that to hold joint Parish Council/PCSO surgeries at the monthly Coffee morning on the first Saturday in the month. To agree the format for the monthly surgeries To agree a rota for Councillor attendance at these surgeries
16. 16.1 16.2	Staff Committee To resolve whether to reinstate the Staff Committee To resolve membership of the Staff Committee if it is reinstated
17. 17.1	Delegated powers for Committees To resolve whether to delegate partial powers to the Staff Committee and the Parish Council Office Committee
18 18.1 18.2 18.3 18.4 18.5 18.6	Sports Field Play Area and Sports Field Signage To resolve the signage for the Play area and the Sports Field To review and accept the maintenance plan for 2019 Meeting with Treecycle on 23.02.19 To resolve that a Councillor will attend that meeting along with the Clerk Update on return of moles in the play area and sports field
19. 19.1	Parish Events – Cllr Clark To receive an update on arrangements for the Parish Events
20 20.1	Any other information Feedback from Big Conversation Consultation Drop in Event, 9 February
21 21.1	KCC Highways To receive an update on the meeting held with KCC Highways on Tuesday 12 February.
22.	Items for next agenda
23.	Parish Council Meetings
	The next Meeting of the Parish Council will be on Monday 04 March 2019 at The Village Hall, Gravelly Bottom Road, Kingswood from 7.30pm.