



Broomfield and Kingswood Parish Council

<http://www.broomfieldandkingswood-pc.org.uk/>



Public Notice of a Meeting of the Parish Council

To: All Councillors

You are hereby summonsed to attend the Parish Council Meeting of Broomfield and Kingswood Parish Council to be held at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX on Monday 20th October 2025 at 7.30pm.

To: All Residents

Members of the public are welcome to join.

Dated 14th October 2025

Signed: **Hayley Roberts**, Parish Clerk

A G E N D A

Chairman's Announcement: *Whilst it is permitted to record this meeting any person, Councillor or member of the public, wishing to do so is obliged to notify the meeting, before commencement of their intention to do so.*

Public Forum - *The Chairman welcomes members of the public and invites them to speak prior to the start of the Meeting, relating to the Agenda or local issues, (to a maximum of fifteen minutes and three minutes per speaker). You are requested to state your name and address prior to speaking.*

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)
4.	Reports from Representatives of Outside Bodies
4.1	Maidstone Borough Council – Ward Councillor – Gill Fort
4.2	Kent County Council – County Councillor – Cllr Sarah Emberson
5.	To approve the minutes of the meeting of Broomfield & Kingswood Parish Council Minutes of Annual Parish Council Meeting held on 15th September 2025
6.	Planning Applications Application Ref: 25/503878/FULL Proposal: Erection of single storey side extension with front canopy. Address: Selangor 24 Charlesford Avenue Kingswood Kent ME17 3PE
7.	Ratification of Planning consultation applications decided by email using Delegation Powers re Planning (Minute No 19/101.1) Delegation; Application Ref: 25/503689/LBC Proposal: Listed Building Consent for internal and external alterations including enlargement of roof space, insertion of solar panels, replacement windows and doors and changes to fenestration to allow for the conversion of an existing outbuilding into residential annexe (ancillary to the main dwelling) and siting of two mobile homes as temporary accommodation (Re-submission of 25/502053/LBC) Address: The Old Forge Ashford Road Broomfield Kent ME17 1PZ
8.	Planning Outcomes (for report only)
9.	Actions & Outcomes (for report only)

10.	Finances and Payment of Accounts
10.1	Bank reconciliation September 2025
10.2	Responsible Finance Officer's report September 2025
10.3	To approve the schedule of payments for October 2025
10.4	To ratify payments already made in September 2025
10.5	Reconciliation of invoices against cheques and ledger for September 2025
10.6	To consider the year end performance against the 2024/25 budget
11.	Sports Field
11.1	Review of the month's Sports Field Inspection Sheets
11.2	To consider quotations for car park extension and resolve how to proceed
11.3	To resolve to purchase bin for Sports Field
12.	Policing
	Crime Figures
13.	To consider and approve the External Auditor Report and Certificate 2024/2025
14.	To resolve whether to proceed with the purchase of one or two wreaths for Remembrance Day
15.	Feedback from the Maidstone KALC Meeting on Monday 29 September 2025
16.	To discuss converting the Parish Council website to .gov.uk
17.	To provide feedback from Parish bus meeting re the number 59 service
18.	To provide feedback from Annual Finance Conference
19.	To provide feedback from KCC Highways and Transportation Parish Seminar 2025
20.	Residents' concerns
21.	Any other information
22.	Items for next agenda
23.	Parish Council Meeting
	The next meeting of the Parish Council is scheduled for Monday 17 th November 2025. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.