



# 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 16 June 2025 at 7.30pm.

### To: All Residents

Members of the public are welcome to join.

Dated 10<sup>th</sup> June 2025

Signed: **Hayley Roberts**, Parish Clerk

## AGENDA

**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.	<b>To receive and approve apologies for absence</b>
2.	<b>Councillors Declarations of interest in items on the agenda</b>
2.1	Lobbying
2.2	Personal Interest
2.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
3.	<b>Election of Vice Chairman (2025/26)</b>
3.1	To receive and consider nominations for Vice Chairman
3.2	Elected Vice Chairman to sign Declaration of Acceptance of Office
4.	<b>Reports from Representatives of Outside Bodies</b>
4.1	Maidstone Borough Council – Ward Councillor – Gill Fort
4.2	Kent County Council – County Councillor – Cllr Sarah Emberson
5.	<b>To approve the minutes of the meeting of Broomfield &amp; Kingswood Parish Council Minutes of Annual Parish Council Meeting held on 19<sup>th</sup> May 2025</b>
6.	<b>Planning Applications</b>
6.1	Application Ref: 25/502053/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. Address: The Old Forge Ashford Road Broomfield Kent ME17 1PZ
6.2	Application Ref: 25/502052/FULL Proposal: Conversion of an existing outbuilding into residential annexe (ancillary to the main dwelling) and siting of two mobile homes as temporary accommodation. Address: The Old Forge Ashford Road Broomfield Kent ME17 1PZ
6.3	Application Ref: 25/502137/FULL Proposal: Demolition of existing conservatory, porch and garage. Erection of porch, single-storey side extension, changes to fenestration and associated landscaping. Address: 1 The Waldens Kingswood Kent ME17 3QG

6.4	Application Ref: 25/502059/FULL Proposal: Extension of existing dropped kerb. Address: Tarn Hows 5 Charlesford Avenue Kingswood Kent ME17 3PE
7.	<b>Planning Outcomes (for report only)</b>
8.	<b>Actions &amp; Outcomes (for report only)</b>
9.	<b>Finances and Payment of Accounts</b>
9.1	Bank reconciliation May 2025
9.2	Responsible Finance Officer's report May 2025
9.3	To approve the schedule of payments for June 2025
9.4	To ratify payments already made in May 2025
9.5	Reconciliation of invoices against cheques and ledger for May 2025
9.6	To consider the year end performance against the 2024/25 budget
9.7	To agree charity for Pop Up Café donations for 2025/2026 as per votes of attendees of Pop Up Cafe
10.	<b>Sports Field</b>
10.1	Review of the month's Sports Field Inspection Sheets
10.2	To review annual tree survey report and resolve whether to proceed with remedial work
10.3	To discuss and resolve whether to accept quotation for permissive footpath maintenance
11.	<b>Policing</b> Crime Figures
12.	<b>Staff Committee</b>
12.1	Staff Committee Report
12.2	To agree committee terms of reference and scheme of delegation
13.	<b>To receive an update on the Joint Village Hall Project</b>
14.	<b>To consider the placement of benches around the Parish</b>
15.	<b>To review existing Highways Improvement Plan and resolve what it should include for the year 2025-26.</b>
16.	<b>Residents' concerns</b>
17.	<b>Any other information</b>
18.	<b>Items for next agenda</b>
19.	<b>To agree the public's exclusion from the confidential part of the meeting. That in view of the confidential nature of the business about to be transacted it was resolved under the provisions of Public Bodies admissions to meetings Act 1960 s.1 that the press and public be temporarily excluded, and they are instructed to withdraw.</b>
20.	<b>To discuss matters in relation to proposed meeting with Kent Police</b>
21.	<b>Parish Council Meeting</b>  <b>The next meeting of the Parish Council is scheduled for Monday 21<sup>st</sup> July 2025. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.</b>