



# 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 15 April 2019 at 7.15pm.

Dated: 10 April 2019

Signed: *Pam Bower* Parish Clerk

## A G E N D A

No	Item
1.	<b>To receive and approve apologies for absence</b>
2.	<b>To Welcome the New RFO</b>
2.1	Feedback on discussion between Clerk and RFO regarding RFO areas of responsibility
3.	<b>Councillors Declarations of interest in items on the agenda</b>
3.1	Lobbying
3.2	Personal Interest
3.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
4.	<b>Reports from Representatives of Outside Bodies</b>
4.1	Kent County Council – County Councillor – Maidstone Rural East –Shellina Prendergast
4.2	Maidstone Borough Council – Ward Councillor – Gill Fort
5	<b>Planning Applications</b> The following Planning Applications to be considered and resolved:
5.1	Application: 19/501408/FULL Proposal: Conversion of existing garage block into an ancillary accommodation. <b>Location: The Whispers, Whitehall Drive, Kingswood, Maidstone, Kent</b>
5.2	Application: 19/501634/TPOA Proposal: G1 – Reduce group of coppice Chestnut in decline by up to 1.5m. T1 & T2 – Fell stems to ground on Sweet chestnut in decline <b>Location: 6 Nine Oaks Court, Kingswood, Maidstone, Kent</b>
5.3	Application: 19/501512/FULL Proposal: Construction of steel-clad garden and hay store. <b>Location: Uplands, Gravelly Bottom Road, Kingswood, Maidstone, Kent</b>
6.	<b>Planning Outcomes (for report only)</b>
7.	<b>To approve the minutes of the meetings of Broomfield &amp; Kingswood Parish Council</b>
7.1	Minutes of Parish Council Meeting held on 18 March 2019
7.2	Minutes of the Parish Council Office Committee Meeting held on 1 April 2019
8.	<b>Actions &amp; Outcomes (for report only)</b>
9.	<b>Finances and Payment of Accounts - RFO</b>
9.1	Bank reconciliation – March 2019
9.2	Responsible Finance Officer's report
9.3	To approve accounts for payment & ratify payments already made
9.4	Reconciliation of invoices against cheques for March 2019

9.5	To agree the PSS Grant formula funding
<b>10.</b>	<b>Policing</b>
10.1	Crime Figures
<b>11.</b>	<b>Training for Councillors and Staff</b>
11.1	To consider training that is currently available and resolve if it should be accessed by Councillors/staff
<b>12.</b>	<b>SharePoint for Councillors</b>
12.1	To receive an update on enabling a SharePoint site
12.2	To resolve whether to proceed with a OneDrive site
<b>13.</b>	<b>Parish Council Action Plan</b>
13.1	To monitor the action plan and take appropriate actions
<b>14.</b>	<b>Number of Parish Council Meetings a month</b>
14.1	To discuss whether the pilot of two meetings a month should continue.
<b>15.</b>	<b>CCTV</b>
15.1	To receive an update on the progression of the CCTV following the resolution at the last Parish Council meet
<b>16</b>	<b>Lenham Road, Kingswood</b>
16.1	To consider the request to locate and investigate one of the Soakaways on Parish Council land after recent reports of flooding
<b>17.</b>	<b>Letter to farmers re Wildlife – Cllr Hoy</b>
<b>18.</b>	<b>Defibrillator at the Village Hall</b>
18.1	To consider provision of a defibrillator at the village hall
<b>19.</b>	<b>Staff Committee</b>
19.1	To resolve whether to reinstate the Staff Committee
19.2	To resolve membership of the Staff Committee if it is reinstated
<b>20.</b>	<b>Delegated powers for Committees</b>
20.1	To resolve whether to delegate partial powers to the Staff Committee and the Parish Council Office Committee
<b>21</b>	<b>Permissive Footpath – Cllr Clark</b>
21.1	To consider a resident's query regarding the Permissive Footpath
21.2	Permissive Footpath signs – ratification of decision taken at Parish Council Meet on 18 March
<b>22.</b>	<b>Parish Events – Cllr Clark</b>
22.1	To receive an update on arrangements for the Parish Summer Event
<b>23.</b>	<b>Parish Noticeboards</b>
23.1	To receive an update on replacing the Broomfield Green Noticeboard
<b>24.</b>	<b>Monthly Coffee Meet</b>
24.1	To consider outcome of Councillor/resident discussions at the last monthly coffee meet
<b>25.</b>	<b>Sports Field – RFO – Gail Gosden</b>
25.1	Update on play area installation.
25.2	Update on boundary fencing and repairs required.
25.3	Update on car park repairs.
25.4	Scout Camp Fire - To discuss the Scout's request to have campfire facilities nearer to the entrance to the Scout Hut

<b>26</b>	<b>Arrangements for APM &amp; APCM</b> To review and agree format and other details for the annual meetings on 13 May
<b>27.</b> 27.1	<b>Parking on Gravelly bottom Road near its junction with Lenham Road – Cllr Clark</b> To consider an issue raised by a resident
<b>28.</b> 28.1	<b>Parish Council Office Committee – Cllr Darling</b> To receive feedback from meeting of Parish Council Office Committee and ratify the decision taken to disband the committee until further notice
<b>29</b> 27.1 27.2 27.3 27.4	<b>Any other information</b> Update on Maidstone Borough Council's Call for Sites Feedback from Litter Picking Exercise Feedback from Bus Consultation meet, 25.03.19 – Cllr Clark Council Elections
<b>30.</b>	<b>Items for next agenda</b>
<b>31.</b>	<b>Parish Council Meetings</b>  <b>The next meeting of the Parish Council will be on Monday 13 May 2019, which will be the Annual Parish Council Meeting at The Village Hall, Gravelly Bottom Road, Kingswood from 19:00. This will be followed by the Annual Parish Meeting.</b>