



To: All Parish Councillors, in accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend the next meeting of Parish Council Meeting on Wednesday 4th June 2025 at 19.00

The meeting will be at:

The Village Hall, Sheppey Way, Bobbing, Sittingbourne, Kent ME9 8PL

Sarah Poole Clerk and RFO to Bobbing Parish Council FSLCC 07.05.25

AGENDA – PARISH COUNCIL MEETING - In accordance with Standing Orders

Meetings are recorded as per Standing Orders

At the start of the meeting the Chairman will confirm if all or part of the meeting is being audio recorded. The whole of the meeting will be recorded, except where there are confidential or exempt items.

- BAPCM25/26 – 1** a. **Election of Chairman 2025/26** and Declaration of Acceptance
 b. **Election of Vice-Chairman for 2025/26** Declaration of Acceptance

- BAPCM25/26 – 2** **Apologies for Absence**

- BAPCM25/26 – 3** **Declarations of Interest**

For Members to make or receive declarations of Disclosable Pecuniary or Non-Pecuniary Interests regarding items on the agenda under the Council's adopted Code of Conduct.

- BAPCM25/26 – 4** **Signing of meetings.**

- a. Agree the last Annual Parish Council meeting, held on 29th May 2024. (All matters arising have been referred to subsequent meetings).
b. Approval and Adoption of Minutes from the previous Minutes of the Council Meeting on 7th May 2025.

- BAPCM25/26 – 5** **Working Group**

- a. Appointment of Members to the Finance/Staffing working Group.
b. Appointment of Members to the Properties working Group.
c. Appointment of Members to Highways Improvement Plan (HIP) working Group
d. Appointment of Members to Greens/Bobbing in Bloom working Group

- BAPCM25/26 – 6** **Review of delegates to represent on Outside Bodies:**

- a. Village Hall Committee
b. Local KALC – Rural Parishes
c. Friends of Rose Hill
d. The Meads Community Woodland
e. Joint Transport Board
f. Swale West Parishes
g. Western Area Committee

- BAPCM25/26 – 7** **Internal Administrative Appointments**

- a. Internal Financial Controls
b. Annual Parish Report
c. Bobbing Reporter Newsletter Administrator

- BAPCM25/26 – 8** **Acceptance of Standing Orders and Financial Regulations**

- BAPCM25/26 – 9** **Acceptance of Council Policies and Procedures.**

Mrs Sarah Poole - Clerk - Bobbing Parish Council
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- BAPCM25/26 – 10 Acceptance of the Councillors Code of Conduct**
- BAPCM25/26 – 11 Councillors members Basic Allowance for 2025-2026 for elected members ONLY.**
- BAPCM25/26 – 12 Review of the Risk Register**
- BAPCM25/26 – 13 To agree the schedule of the Ordinary Meetings (date, time and place) of Full Council for 2025/26 up to and including the Annual Meeting.**
- BAPCM25/26 – 14 Review of work with external bodies and arrangements for reporting back**
- BAPCM25/26 – 15 Review of the Council's and/or staff subscriptions to other bodies**
- BAPCM25/26 – 16 Review of inventory of land and all other assets on Civic+ly**
- BAPCM25/26 – 17 Confirmation of arrangements for insurance cover 2025-2026**
- BAPCM25/26 – 18 Review of the Council's expenditure incurred under s.137 of the LGA 1972**
- BAPCM25/26 – 19 Closure of Meeting.**