

BOBBING PARISH COUNCIL
MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Wednesday 7 June 2023

Present: Cllr. G. Randall - Chair
Cllr. P. England – Vice-Chair
Cllr. G. Herbert
Cllr. P. French
Cllr. A. Gladwin
Parish/Swale/Borough Cllr. M. Baldock
Samantha Gray, Clerk
6 Residents

1. Welcome and Apologies for Absence

The Chair formally welcomed everyone to the meeting. Apologies received and accepted from Cllr. Cavanagh and Borough Cllr Hunt.

2. Visitors/Public Time

1. Residents/Visitors:

- A visitor from a global outreach charity, known as RRT (Rapid Relief Team) talked about the work the group has done; supported people of Ukraine, litter picking in Newington, and are in talks with local schools to provide nutrition bars in schools. He would like to offer support to the Parish and will be present at future meetings.
- A resident from the Meads came to discuss the newly installed bus shelter on Sonora Way. He noted the shelter does not have a screen to protect from the wind and Cllr. French advised a decision was made to install a shelter with mesh steel instead as this is more vandal proof than glass.
- A resident enquired about Simpsons Crossing and reported there is obscene graffiti on the path that runs underneath the A249 between Bristol Close and the Bobbing Apple Car Park. Has been reported to KCC (Kent County Council) who advised they are unsure who owns the piece of land. Clerk to write to KCC and Swale Borough Council to find out who is responsible and ask for the graffiti to be removed. **Action: Clerk**
- Also, a report of graffiti under the Cattle Arch on the metal posts. Clerk to report to Swale Borough Council.

Action: Clerk

2. County and Borough Councillors

i. Borough/County Cllr. Baldock advised the following:

- Both councils are waiting on confirmation on grants and whether they will roll money over from previous years. This money is needed to support Parish Highway Improvement Plans.
- There is a 20-year backlog of repairs on Highway roads, and KCC advised they are not seeking money from developers to contribute to improvements on Highways. Highway roads are now entering a period of managed decline.
- The Friends of Rose Hill Woodlands Group will meet next Monday, 12 June for their annual meeting. Council members are welcome to attend.
- There are several issues with placements in secondary schools.

ii. Borough Cllr. Cavanagh sent the following report:

- I was elected onto Swale Borough Council on 5.5.23, after the elections on 4.5.23
- I was born in Faversham and moved away from Kent when an adult
- I was involved on the steering group for Chingford Hall Estate, LBWF when we were part of a Housing Action Trust, chair for a while. I was later a tenant rep both for Ascham Homes (HA

managing council properties) and then for Thurrock council. I attended borough council meetings regularly, especially around housing issues

- I moved back to Kent 13yrs ago, to support an elderly mother with vascular dementia. I moved to Grove Park just over 11years ago.
- I work as a Passenger Transport Assistant for Chalkwell buses and since Nov '22 have been transporting children to and from school the other side of Maidstone. So we either travel along the A249 or go through Borden.
- Since being elected I attended the Mayor-making and Annual Council on 17th May 23, where I was voted vice chair for the Western Area Committee, and I was also appointed to the Housing and Health Committee and the Regeneration and Property Committee
- I watched virtually the Planning Committee on 25th May 22, and have attended 3hrs training on Planning (18th May23) and also a 90min virtual planning training (31.5.23)
- I am due to attend chairing skills training 7th June 23
- I have met with Grounds maintenance on a site visit re grass cutting
- I have met staff at Cavell Way's community larder, and hope to have a surgery there some time in the future
- Both Mike Baldock and I want to also run surgeries in Borden and Grove Park
- Currently I am on a very steep learning curve, although I am very much enjoying my new role and feel privileged to have been elected .
- I have been busy getting to know people – other Councillors, SBC staff and residents. I enjoy networking.

3. **Community Warden/PCSO** - no reports received.

3. **Minutes of the Previous Meeting**

Proposed by Cllr. French and seconded by Cllr. Herbert, the Minutes of the Monthly Parish Council meeting held 3 May 2023 were agreed and signed as a true record.

4. **Declarations of Interest** – Cllr. Baldock declared an interest in item number 8 - planning applications because he is the Chairman of the Borough Council Planning Committee and advised he will leave the meeting when the discussions take place.

5. **Matters Arising from the Minutes and Last Month's Meeting**

1. **Appoint Temporary Clerk** - Council members agreed to appoint a temporary Clerk, for a term of 6 months, and will review the position at the end of this period. The hours of work will be 10 per week. Proposed by Cllr Baldock and seconded by Cllr. England. **Action: Clerk**
2. **Simpsons Crossing** – KCC have circulated a consultation for a proposal to divert public footpath ZR109. Council members advised the Clerk to respond with the following:
 - We have received concerns about the closure of Simpsons Crossing.
 - There are concerns children are continuing to use the crossing while it is closed.
 - We would like some clarification/certainty on the proposed diversion.
3. **H.I.P Review plus consultation for Archers Park Double Yellow Lines** – Following the H.I.P meeting with Kent Highways in April, a plan for double yellow lines has been drawn up for Archers Park to go out for an informal consultation. A vote was taken on whether to include businesses and Aspire school in the consultation– 4 council members voted for this and 2 against. Clerk to write to all residents, businesses and Aspire School.

Action: Clerk

4. **Flagpole** – Members agreed to take off the agenda.

Action: Clerk

5. **Kent Plan Tree** – Members discussed the Kent Plan Tree scheme and advised Bobbing has no suitable land that they know of.

6. **Community Governance Review (2022)** – Members agreed to defer to the next meeting.

Action: Clerk

6. **Parish Councillors' Reports**

Cllr. England reported he has received complaints from residents regarding the roadworks on the entrance of Sonora Way; working late at night, safety rails have been removed, destroyed landscape, grass verge filled in with rubble, wooden bollard broken, drivers not stopping at zebra crossing. Clerk to report to appropriate authority.

Action: Clerk

Cllr. Gladwin reported the following:

- Arriva closed the bus stop on Sonora Way on Monday 5 June, stating buses cannot park on zebra crossing zig zag lines.
- KCC advised the buses can stop.
- Also reported bollards need to be put back and night work is causing noise disruption to residents.
- Original plan for new housing development on Quinton Road stated traffic would be directed to Grovehurst Road. Clerk to add information to letter to KCC.

Action: Clerk

Cllr. Baldock confirmed the above reports from Cllrs. England and Gladwin need to be reported and asked to be copied into correspondence. Include the issue with the bus stop.

Action: Clerk

Cllr. Herbert reported two lots of fly-tipping, some carpet and garden waste on Cold Harbour Lane, one on the corner by the Cattery and then other between the Cattery and Bobbing Hill. There is also an overgrown footpath between lady fields and Key Street roundabout. Clerk to report to KCC.

Action: Clerk

Cllr. French advised that Redrow and KCC are both responsible for re-installing the bollards which are very important for the safety of the road.

7. **Correspondence**

N/A

8. **Planning Applications**

23/501523/FULL: Erection of a single storey side extension to form new workshop space, an external staircase for access to first floor level of the existing oast, and a detached car parking canopy, including alterations to fenestration. Demelza House Rook Lane Bobbing Kent ME9 8DZ. Council members discussed and advised no comments.

23/502191/FULL: Conversion and reinstatement of an agricultural building to a single dwelling house, including alterations, rebuilding works and associated parking (resubmission 22/505001/FULL). Nethertoës Sheppey Way Bobbing Sittingbourne Kent ME9 8QP. Council members discussed and advised no comments.

23/502300/FULL: 62 Galena Close Sittingbourne Kent ME10 5LB. Garage conversion into a habitable space. Council members discussed and advised no comments.

9. Finance

1. **Internal Audit Report 2022/23** – The Clerk previously circulated the Internal Audit Report to council members and noted that the Internal Auditor recommends using a Cloud based backup instead of a hard drive, council members agreed with this change.

Action: Clerk

2. **Approval of the Annual Return, 2022/23:**
 - a) **Section 1. Annual Governance Statement 2022/23** – Members read and agreed to the Annual Governance Statement. Signed by Cllr. Randall and The Clerk, proposed by Cllr. French and seconded by Cllr. Herbert.
 - b) **Section 2. Accounting Statements 2022/23** – Previously signed by the Clerk, presented to the council, and signed by Cllr. Randall.
 - c) **Explanation of Variances 2022/23** – The Clerk presented to council members; the Explanation of Variances was proposed by Cllr. Herbert and seconded by Cllr. England.
 - d) **Cash Balance 2022/23** - The Clerk presented to council members; the Cash Balance was proposed by Cllr. England and seconded by Cllr. Baldock.
3. **Memorial Bench at Bobbing Church** – Proposed by Cllr. Baldock and seconded by Cllr. England, members agreed to purchase a bench to donate to Bobbing Church, with ground fixing straps and engraving for a total of £619.95 + VAT.
Action: Clerk
4. **Kent Air Ambulance Donation Request** – Proposed by Cllr. Baldock and seconded by Cllr. England, members agreed to a S.137 donation of £100.
Action: Clerk
5. **Internet Banking Authority** – Cllr. Randall is now an active signatory for the council bank account, and Cllr. England has volunteered to become a signatory.
Action: Clerk
6. **Accounts and Cheques raised** - Proposed by Cllr. Randall and seconded by Cllr. French. Members noted the budget figures and agreed the year end accounts to 31 May 2023. The following payments were agreed.

EXPENDITURE				
Pay Date	Pay Method	Payable to	Reason	Amount
01.06.23	BACS	S. Gray – Expenses	Expenses February - Telephone, Use of home as office, Mileage	£37.07p
01.06.23	BACS	H.M. Revenue & Custom	Tax due for May	£104.00p
01.06.23	BACS	April Skies Accounting	Final Audit 22-23 May 2023 plus Travel Expense	£317.05p
01.06.23	BACS	Gallagher Insurance	Yearly Insurance Renewal	£632.62p
01.06.23	BACS	KALC	KALC and NALC Renewal Subscription	£930.94p
01.06.23	BACS	Citizens Advice Swale	S.137 Donation	£150.00p
01.06.23	SO	Invicta IT Solutions	9 Microsoft 365 Mailboxes	£54.58p
01.06.23	SO	S. Gray	Clerks Salary May	£504.15p
01.06.23	DD	HugoFox	Website monthly fee – Invoice No. 2650	£35.99p
18.05.23	DD	NEST	Pension contributions	£51.13p
INCOME				
Pay Date	Pay Method	Payment From	Reason	Amount

10. Projects

No current projects.

11. Reports from Representatives

1. **KALC Area Committee:** No meeting has been held, the next is week beginning 12 June.
2. **Western Area Committee:** No meeting has been held, the next meeting is 8 June.
3. **Swale West Parishes Meeting:** Next meeting will be held at the of July.

12. Any Other Matters Arising

Nothing to report.

13. Next Meeting(s)

The next Monthly Parish Council Meeting will be held Wednesday 5 July 2023, 7.30 p.m. at Bobbing Village Hall.

The meeting closed at 9.50 p.m.

These minutes are certified to be a true and just record.

Signed: _____

Date: