



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 5th June 2024 at 19.30

The meeting will be at:

Grove Court Cricket Club, Key Street, Sittingbourne. Kent, ME10 1YT

Sarah Poole Clerk and RFO to Bobbing Parish Council FSLCC 30.05.24

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.

- BAPCM24/25 – 1** a. **Election of Chairman 2024/25** and Declaration of Acceptance
 b. **Election of Vice-Chairman for 2024/25** Declaration of Acceptance

- BAPCM24/25 – 2** **Councillors**
 a. Cllr Herbert – Resignation and Thanks.
 b. Co-option of new Councillors

- BAPCM24/25 – 3** **Apologies for Absence**

- BAPCM24/25 – 4** **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.

- BAPCM24/25 – 5** **Signing of meetings.**
 a. Agree the last Annual Parish Council meeting, held on 7th June 2023. (All matters arising have been referred to subsequent meetings).
 b. Approval and Adoption of Minutes from the previous Minutes of the Council Meeting on 3rd April 2024

- BAPCM24/25 – 6** **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

- BAPCM24/25 – 7** **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

- BAPCM24/25 – 8** **Internal Administrative Appointments**
 a. Internal Financial Controls
 b. Annual Parish Report
 c. Bobbing Reporter Administrator

Mrs Sarah Poole - Clerk - Bobbing Parish Council
Correspondence Registered address:
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BAPCM24 – 9	Acceptance of Standing Orders and Financial Regulations
BAPCM24 – 10	Acceptance of Council Policies and Procedures.
BAPCM24 – 11	Acceptance of the Councillors Code of Conduct
BAPCM24 – 12	Review of the Risk Register
BAPCM24 – 13	To agree the schedule of the Ordinary Meetings (date, time and place) of Full Council for 2024/25 up to and including the Annual Meeting.
BAPCM24 – 14	Review of work with external bodies and arrangements for reporting back
BAPCM24 – 15	Review of the Council's and/or staff subscriptions to other bodies
BAPCM24 – 16	Review of inventory of land and all other assets
BAPCM24 – 17	Confirmation of arrangements for insurance cover 2024-2025
BAPCM24 – 18	Review of the Council's expenditure incurred under s.137 of the LGA 1972
BAPCM24 – 19	To review Finance Report <ol style="list-style-type: none"> To review the current bank account signatories and to approve any additional signatures 2024/25. To review banking arrangements for 2024/25. Financial Statement and Authorisation of Payments.
BAPCM24 – 20	To receive any report from Borough Councillors
BAPCM24 – 21	To receive any report from County Councillors
BAPCM24 – 22	Planning Application – viewable on: Swale: http://pa.midkent.gov.uk/onlineapplications ; <ol style="list-style-type: none"> Planning Application Ref. No: 24/501994/FULL <u>Conversion of detached office and sun room into a habitable Annexe.</u> High View Old Maidstone Road Borden Sittingbourne Kent ME9 8BS Planning Application Ref. No: 22/503908/FULL <u>Section 73 - Application for Removal of condition 3 (occupancy restriction) and 4 (use of the land) pursuant to application SW/09/0972 (allowed on appeal) for - Change of use of land to use as a residential caravan site for one gypsy family with two caravans (including one static caravan), erection of amenity block and laying of hardstanding (Revised site location plan)</u> Land At Eden Top Sheppey Way Bobbing Kent ME9 8QP
BAPCM24 – 23	Correspondence requiring action (to be circulated before the meeting) <ol style="list-style-type: none"> Presentation of KALC Community Awards for 2024.
BAPCM24 – 24	General matters raised by Councillors for discussion.
BAPCM24 – 25	Closure of Meeting.