



**Notice is hereby given that you are summoned to attend the next meeting of Parish Council on
Wednesday 6th December 2023 in Bobbing Village Hall at 19.30**

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.

- BPC23/24 - 114 Welcome and Apologies for Absence**
- BPC23/24 - 115 Minutes silence for Larry Major who died on 23rd November 2023**
- BPC23/24 - 116 Public Session** as per our Standing Orders 3 f, g & h and shall not exceed 30 minutes unless directed by the chairman of the meeting. An individual member of the public shall not speak for more than 3 minutes unless directed by the chairman of the meeting. The chairman of the meeting may direct that a written or oral response be given.
- BPC23/24 - 117 To receive any report from Borough Councillor** Cllr James Hunt, Cllr Lloyd Chapman, Cllr Baldock, Cllr Roger Clarke, Cllr Ann Cavanagh
- BPC23/24 - 118 To receive any report from County Councillor** Cllr Baldock
- BPC23/24 - 119 To receive any report from Community Warden** Jack Gilbey **and PC** Jez Chittim
- BPC23/24 - 120 For Members to make or receive declarations of Disclosable Pecuniary or Non-Pecuniary Interests in regard to items on the agenda under the Council's adopted Code of Conduct**
- BPC23/24 - 121 Approval and Adoption of Minutes from the previous meetings Minutes of the Full Council Meeting on 1st November 2023**
- BPC23/24 - 122 Matters arising from the minutes not covered by other agenda items**
- BPC23/24 – 98b Adopt Policies and Procedures from the working group.**
- It was proposed that all of the following Policies and Procedures which were agreed at the Policy and Procedure Working Group be accepted and signed.
- (i) Policy and Documentation List
 - (ii) Child Protection Policy
 - (iii) Customer Care Policy
 - (iv) Equality and Diversity Policy
 - (v) Training Statement
 - (vi) Vacancy for Parish Council Notice
 - (vii) Co-Option Application Form
 - (viii) Community Engagement Statement
 - (ix) Communication Protocol
 - (x) Code of Conduct
 - (xi) Annual Leave Form

Mrs Sarah Poole - Clerk - Bobbing Parish Council
Correspondence Registered address:
89 Essex Road, Halling, Rochester, Kent ME2 1AX
Tel: 01634 553273 Email: clerk@bobbing-pc.gov.uk



- BPC23/24 – 98c** Adopt Precept from the working group.
- BPC23/24 – 99** Engage with the community as requested by Cllr Richardson
- Cllr Richardson update on the Asbestos on highway
- Clerk to update re Microsoft Office for the Clerks laptop
- Cllr Randall to set up HIP Working group for a meeting in January.
- Cllr Richardson update regarding Remembrance Day
- Cllr Randall to update re email access.
- Clerk to report re interim Internal Auditor
- Clerk to report Christmas Lights update
- BPC23/24 – 123** **Resignation of Cllr England**
- BPC23/24 – 123** **Election of new Vice Chair**
- BPC23/24 - 123** **General matters raised by Parish Councillor's Reports for discussion.**
- BPC23/24 - 124** **Planning Application – viewable on: Swale: <http://pa.midkent.gov.uk/online-applications>;**
- a. **[Conversion of existing garage to new bedroom with ensuite under stairs.](#)**
Planning Application Ref. No: 23/503736/FULL 57 Balas Drive Sittingbourne Kent ME10 5AS
- b. **[Conversion and reinstatement of an agricultural building to a single dwelling house, including alterations, rebuilding works and associated parking \(resubmission 22/505001/FULL\).](#)**
Planning Application Ref. No: 23/502191/FULL Nethertoës Sheppey Way Bobbing Sittingbourne Kent ME9 8QP
- c. **[To allow occupation of 16no. existing mobile homes between the 1st March to 30th November and the year round occupation of the remaining 16no. existing mobile homes by seasonal agricultural workers.](#)**
Planning Application Ref. No: 23/504857/FULL Staff Accommodation Howt Green Sheppey Way Bobbing Sittingbourne Kent ME9 8QP
- d. **[Replacement of principle elevation windows with alterations to single storey projection from hip to gable roof and provision of a glazed gable elevation.](#)**
Planning Application Ref. No: 23/505183/FULL 31 Galena Close Sittingbourne Kent ME10 5LB
- e. **[Section 73 - Application for variation of condition 28 \(BREEAM Standard\) pursuant to 17/506010/FULL for - Erection of a 74 suite Care Home \(use class C2\) with associated car parking, refuse and external landscaping.](#)**
Planning Application Ref. No: 23/505050/FULL Southlands Rook Lane Bobbing Kent ME9 8DZ



- BPC23/24 - 126** **Financial Statement and Authorisation of Payments**
- a. NEST update
 - b. Adopt Pay Scales from KALC/SLCC for 2023-2024, E01-23 – 2022/23 Local Government Pay Agreement 2023
 - c. Request from Previous Clerk
- BPC23/24 – 127** **Working Group Heritage Trail – Map** Cllr Randall, Cllr Richardson, Cllr Gladwin, Cllr Herbert and Cllr Cavanagh
- BPC23/24 - 128** **Working Group Bobbing In Bloom/Christmas Lights for 2024 Projects**
- BPC23/24 - 129** **Working Group for trying to engage with Parishioners.**
- BPC23/24 - 130** **Reports from representatives**
- a. **KALC Area Committee next meeting** 18th November 2023
 - b. **Western Area Committee** 30th November
 - c. **Swale West Parish Group** 21st November 2023 at 19.00
- BPC23/24 - 131** **Correspondence**
- BPC23/24 – 132** **General matters raised by Councillors for discussion.**
- BPC23/24 – 133** **Recommendations to next Full Council**
- BPC23/24 - 134** **Dates of Next Meeting** 3rd January 2024 at 19.30
- BPC23/24 -135** **Closure of Meeting**