



BOBBING PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING

Held on Wednesday 1st May 2024

Present:

Cllr. G. Randall - Chair	Sarah Poole - Clerk
Cllr. R. Richardson (Vice Chair)	Cllr. Baldock
Cllr. G. Herbert	Cllr. A. Gladwin
Cllr. P. French	Cllr. Cavanagh

3 Parishioners in attendance and 2 Borough Councillors.

(2 parishioners and Borough Councillors left 21.32, Cllr. Baldock left 21.35 1 parishioner left at 21.36)

BPC23/24 - 241 Welcome and Apologies for Absence

Cllr. Randall thanked everyone for attending tonight and lovely to see Parishioners at the meeting.

BPC23/24 - 242 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.

- a. Mrs Caroline Chambers and the Business Manager, Matt Hogben from Bobbing McDonalds talking about Litter picking and how they can help.

Mr Hogben explained his position within McDonalds and about the franchise owner, and how they would like to get more involved with the community. They are ordering 20 litter pickers and 10 hoops; they will also organise staff to help on litter picking days if we advise them when they will be. Mrs Chambers will advise when they have arrived, and the Clerk will pick them up. Cllr. Baldock asked if local events could be advertised within McDonalds, or social media page, Mr Hogben will investigate this, can certainly do it for Council events like litter picking days, D Day events but would be unable to do it for other businesses. Cllr. French asked if they could help on the community litter pick day at The Meads Woodlands on Monday 6th May, Mr Hogben advised that the litter picking equipment wouldn't be in by Monday, Cllr. Hunt has thanked Mrs Chambers for the pictures and coloring items for Monday's event. Mr Hogben has offered water bottles and fruit bags, Cllr. French thanked Mr Hogben. Cllr. French advised the event on Monday starts at 10.30am till 12.30.

BPC23/24 - 243 To receive any report from Borough Councillor Cllr James Hunt, Cllr Lloyd Chapman, Cllr Mike Baldock, Cllr Roger Clarke, Cllr Ann Cavanagh

Cllr. Hunt explained in great detail about the non collection of bins and especially bin stores. An Officer has been out today, and he is currently trying to get an update on progress. The collection last week was better than previous but still some roads are getting missed. There are big issues with Brown Bins, and this is charged separately to the blue and green bins that are part of the Council Tax. Cllr. Hunt has said he will put to Swale Borough Council to get compensation for parishioners with this, as well as extra time added onto the contract.

There are still on-going issues with the trees on the outside of The Meads, Cllr. Hunt thought these had been cut but they haven't been so he will be looking into this.



Cllr. Herbert asked when will the bins be resolved as he is getting collections on different days of the week to what it is meant to be. Cllr. Hunt has said Suez are still short staffed, and has had to show crews where to go as they do not know the roads, the contract states for the first 3 months there will be no financial clauses which is the 24th June 2024. Cllr. Hunt said they thought there would be problems/issues for the first 6-8 weeks.

Cllr. Baldock reported that the leaders of parties are having regular meetings for the rubbish/bins. Swale Borough Council officers and staff are working extremely hard to sort this out, working additional hours to try to sort this out, including weekends.

Cllr. Baldock advised that there will be Ward Boundary review in Swale, this will be for the next round of local elections, this will undoubtedly have an impact on Bobbing as it is currently split within 3 ward's at present Bobbing has the lowest amount of councillors to parishioners in the world, the Parish Council will be advised and consulted on, and the Community Governance Review – Corporate Plan, this will be looking at the unparished areas within the Swale area and the Parish Council will need to consider what it would like, and go to consultation to people in the area, Cllr. Baldock suggested a working group will look into this in May/June and for it to be brought to full council in July. The Clerk has said she will put something in the next Bobbing Reporter to gage feedback from Parishioners, with a specific email address.

Cllr. Clarke reported that he has just been trying to sort out the bins especially the bin stores.

Cllr. Cavanagh reported that she has also been in contact with officers out of hours regarding the bins which they have been working very long hours to try to sort out, she has collated lists to send to them which Swale have then put on a priority list but unfortunately Suez are not sticking to this list which is prepared for them. Cllr. Cavanagh feel that they should be able to go to Suez direct as they do not do what Swale have asked. Cllr. Cavanagh also gave a detailed report on what else she has been doing for the ward she supports.

BPC23/24 - 244

To receive any report from County Councillor Cllr Mike Baldock

Cllr. Baldock feel that the Simpsons Crossing enquiry was with KCC was flawed, there are some outstanding objections toward to the new diversion. Cllr. Baldock feels that the Teynham one was heard, and the Bobbing one was rushed, and a member of the public was miss represented saying she was in favour when she was actually against.

BPC23/24 - 245

To receive any report from Community Warden Jack Gilbey and PC Philip Clemens/Sgt Ryan Chase.

The Clerk circulated the report from the new PC Philip Clements. A parishioner has raised some concerns regarding the report on off road vehicles, the Clerk will pass the details onto Cllr. Hunt and Cllr. Baldock to follow this up as this is both a Swale matter on The Meads and a KCC matter as it is a KCC carpark.



BPC23/24 - 246 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

Cllr. Baldock has declared an interest in item BPC23/24 - 257 because he is the Chairman of the Borough Council Planning Committee and advised he will leave the meeting when this is being discussed.

Cllr. Randall declared an interest in items BPC23/24 – 256 (a), as he has been appointed as Trustee of the Village Hall.

BPC23/24 - 247 Approval and Adoption of Minutes from the previous meetings Minutes of the Council Meeting on 3rd April 2024

These were previously circulated by the Clerk, all **Agreed. Resolved: Accepted.** The Chairman duly signed the Minutes.

BPC23/24 – 248 Matters arising from the minutes not covered by other agenda items.

a. Update on Barclays and Unity Credit Card Application.

The Clerk has asked if ID from Cllr. Richardson, Cllr. French and Cllr. Cavanagh, can be sent to her, so she can send this to Barclays. Unity Bank are asking for Cllr. Randall information, the Clerk will talk to Cllr. Randall outside the meeting.

b. Judges for the Bobbing In Bloom

The Clerk wrote to Duncan and Mavis who have accepted to be judges, Cllr. Randall also suggested to contact Leigh and her colleague who work in Naturally U on Grove Park Estate. The Clerk reminded everyone that there is a specific email address bobbinginbloom@bobbing-pc.gov.uk for people to put gardens forward. Cllr. Herbert advised that the Micheal Chapman award was lost by Demelza, Cllr. Cavanagh asked the Clerk to speak to Demelza to see if it has re appeared. It was agreed to buy 3 more trophies all the same for the Hanging Baskets Winner, Merit Award Winner and Wildlife-Friendly Garden Winner.

c. Suez bin collections

This was covered unr the Borough Councillors reports.

d. Parish Assembly

The Clerk advised the speakers we had wanted were not available, it was decided that we would ask the local clubs and societies if they would do a report this year, the Clerk asked everyone to let her know who these were as there is no previous record of them.

e. Lighting Simpsons Crossing

The Clerk reported that the email from Network Rail have said Simpsons Crossing when it is actually the Cattle Arch between Bristol Close in Archers Park and Woollett Road in the Grove underneath the railway the Clerk will go back to KCC Alan Blackburn and Ian Young to see if they can help.



BPC23/24 – 249 AGAR

a. Update from Internal Auditor.

The Clerk read out the report from the Internal Auditor and has distributed the report along with the relevant section from Local Government Act 1992, and have noted that in future we need to put reserves on the request for budget as well as it being confirmed in the precept. The next Audit has been booked in for the 18th November 2024.

b. Sign off Annual Governance Statement 2023/24

The Clerk read this out to the Councillors, and this was then **All Agreed. Resolved: Accepted.** The Chairman duly signed the Governance Statement.

c. Sign off Accounting Statement 2023/24

The Clerk read this out to the Councillors, and this was then **All Agreed. Resolved: Accepted.** The Chairman duly signed the Accounting Statement

Certificate of Exemption AGAR 2023/2024 Form 2

The Clerk explained that this year due to gross income and expenditure being less than £25,000.00 means the Parish Council this year only has to fill out a form 2.

BPC23/24 - 250 Bobbing In Bloom 2024

a. Design posters for Bobbing in Bloom Front Garden Award 2024

Cllr. Randall would like to put on the front in a box, all the awards which were mentioned in the last Bobbing Reporter which were:

- * Front Garden Winner and Runner Up – **Swale Lions trophy**
- * Hanging Baskets Winner and Runner Up – **New Cup to be bought**
- * Merit Award Winner and Runner Up – **New Cup to be bought**
- * Wildlife-Friendly Garden Winner and Runner Up – **Trowel & Fork trophy**

Bob Wileman Trophy will not be used as we are not doing a business award this year.
bobbinginbloom@bobbing-pc.gov.uk

BPC23/24 - 251 D Day 6th June celebrations.

a. Report on progress for a Beacon Lighting

Cllr. Richardson reported that the working group are meeting on the 7th May at the Jenny Wren at 19.45 to discuss what they could do. Cllr. Randall believes that we need to do something but due to the timing we may need to scale back the event. Cllr. French suggested maybe some bunting/flags, around the Parish. The Clerk suggested maybe to do something for the Children of the Parish, Cllr. Randall suggested doing a flyer to promote other commemorative events in the area. Cllr. Gladwin suggested about the items that were circulates within the brochure, like the lamp post ones, Cllr. Baldock proposed that we delegate the powers to the D-Day working group of the Parish Council to buy the things needed for D-Day, this was then seconded by Cllr. Randall. This was then **Agreed. Resolved: Accepted.**



b. Report on what other Parish Councils are doing.

The Clerk reported back on what the other Parish Council are doing, only 12 Parish/Town Council are doing something this is mainly Beacon lighting, only 4 are doing something extra regarding D-Day.

BPC23/24 - 252 **General matters raised by Parish Councillor's Reports for discussion.**

Cllr. Randall has picked up some things from the Village Hall, and will share these at the next meeting.

BPC23/24 – 253 **Community Engagement**

a. Canva subscription

The Clerk advised that she has signed up to a FREE month of Canva where she has recently designed the D Day poster and the Bobbing In Bloom Poster, the Clerk asked if the Parish Council would like to subscribe to this as various people can have access to it with a delegated email address and the Bobbing Reporter, Posters etc. can be created on this software, which is £100.00 for the year's subscription. This was discussed and it was voted and agreed, this would be very good for Community Engagement. This was then **Agreed**, Cllr. Herbert abstained as he is not familiar with the software. **Resolved: Accepted.**

b. New date for Parish Assembly

Cllr. Baldock suggested to Saturday 18th May, if a venue is available from 10.30-12.00. The Clerk asked the Councillors to let her know which groups and societies are within the Community, so she can do an official invite to the Parish Assembly. Cllr. Herbert suggested maybe the Sittingbourne Christmas Lights might like to do a talk, and Cllr. Randall suggested the Swale Cats Protection or Sittingbourne Historical Society. Light Refreshments will be available.

Information on a Parish Meeting. All Parish Councils throughout England are required by law to hold an Annual Parish Meeting, which must take place between 1st March and the 1st of June. The meeting enables the Parish Council and local groups to explain what they have been doing over the last year and provides an opportunity for the electors to have their say on anything they consider important to the people of the Parish. The Annual Parish Meeting is a meeting of all the local government electors for the Parish, any elector may make suggestions and comment on anything relevant to the residents of Bobbing.

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Please note that the Annual Parish Meeting is not a Parish Council meeting.

BPC23/24 – 254 **Insurance Quote**

The Clerk had previously circulated the quotes from AJG Insurance and Zurich after a discussion it was decided to go with Zurich Insurance. The Clerk will go back and accept the quotation, this was agreed to go with the 3 year deal. **All Agreed. Resolved: Accepted.**



BPC23/24 – 255 Financial Statement and Authorisation of Payments

The Clerk circulated last year's expenses and the budget for this year so Councillors can see the difference year on year.

The Clerk reported that Swale have given the first section of the precept.

Schedule of payments and bank reconciliation **agreed, RESOLVED: Accepted**

Date	PAYEE	Amount	VAT	Total
	KALC Subscription	£799.42	£159.88	£959.30
	Hugofox Website	£29.90	£6.00	£35.90
	Clerks Salary	£473.54	£0.00	£473.54
	Clerks Expenses Travel	£31.32	£0.00	£31.32
	Clerks Expenses Working from home	£26.00	£0.00	£26.00
	Amazon Toner for Printer	£135.40	£27.08	£162.48
	Lionel Robbins Auditor	£105.00	£0.00	£105.00
	BT	£45.85	£9.17	£55.02
	NEST Pension	£2,166.94	£0.00	£2,166.94
		£3,813.37	£202.13	£4,015.50

Barclays Savings Account £31,655.50

Unity Trust Account £47,287.01

These are the figures after the above payments were made. This was agreed.

Resolved: Accepted

BPC23/24 - 256 Reports from representatives

a. Bobbing Village Hall Trustees 15th April 2024

Cllr. Randall updated that he has been accepted to the Village Hall trustees and has been added onto Charity Commission website, after the meeting on 15th April 2024. Cllr. Randall has asked to be a signatory on the bank account, Cllr. Cavanagh asked if two signature are required currently and Cllr. Herbert said no only one signature, at present.

Cllr. Cavanagh asked if a list of duties have been drawn up, Cllr. Randall advised not yet.

b. KALC Area Committee next meeting 21st May 2024 – Swale House

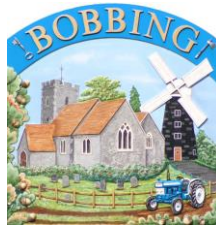
No meetings have taken place.

c. Western Area Committee T.B.C

No meetings have taken place.

d. Swale West Parish Group May/June 2024

No meetings have taken place.



BPC23/24 - 257 **Planning Application – viewable on: Swale:**
<http://pa.midkent.gov.uk/onlineapplications;>

- a. Planning Application 24/500876/FULL 54 Keycol Hill Bobbing Sittingbourne Kent ME9 8ND **Erection of a garden annexe ancillary to the main dwelling. (Retrospective)**

No Objection Agreed. Resolved: Accepted.

- b. Planning Application Ref. No: 24/501164/FULL Webenditch Cottage Cold Harbour Lane Bobbing Sittingbourne Kent ME9 8NN **Installation of 2no. roof dormers to front of existing garage.**

No Objection Agreed. Resolved: Accepted.

- c. Planning Application Ref. No: 24/501502/LBC Bobbing County Primary School Sheppey Way Bobbing Sittingbourne Kent ME9 8PL **Listed Building Consent to replace existing boundary fencing to the sides and rear with the erection of a new 2.4m high V mesh security fencing.**

No Objection Agreed. Resolved: Accepted.

- d. Planning Application Ref. No: 24/501501/FULL Bobbing County Primary School Sheppey Way Bobbing Sittingbourne Kent ME9 8PL **Replace existing boundary fencing to the sides and rear with the erection of a new 2.4m high V mesh security fencing.**

No Objection Agreed. Resolved: Accepted.

-BPC23/24 - 258 **Correspondence**

- a. Barclays Bank

The Clerk advised that Barclays Bank have written to the Parish Council and advised that they will be closing the bank account on 15th July 2024, it was proposed that we set up another account with Unity Bank Account to have a savings account and transfer the funds from Barclays to this account.

- b. Email re lighting on Simpsons Crossing – Sittingbourne – Cllr Cavanagh

Cllr. Cavanagh has sent photographs of the Cattle Arch to pass onto Alan Blackburn to see if we can apply for solar lights.

- c. Email from a Parishioner regarding Norwood Walk West Drive on Hilton Drive

This was discussed and due to it not being a safety matter, the double yellow lines were only installed on the bend and not intended to go all the way along the road. The Clerk will go back to the Parishioner.

BPC23/24 – 259 **General matters raised by Councillors for discussion.**

- a. Training available.

The Clerk reminded the Councillors of the training that is available, and also circulated the April newsletter from KALC.



- b. Date for the Neighbourhood Plan, Parish Statement and Design Action Plan Working group.

This has been postponed until after the D-Day celebrations working group meetings.
All Agreed. Resolved: Accepted.

- c. Policy & Procedure Working Group

This has been postponed until after the D-Day celebrations working group meetings.
All Agreed. Resolved: Accepted.

BPC23/24 – 260 **Recommendations to next Full Council**

Nothing

CLOSED SESSION – No Public allowed during this session.

BPC23/24 – 261 **To discuss updates from the Village Hall**

A discussion was had, regarding **BPC23/24 – 256 (a) and 261** and it was agreed that after receiving information from DMD Solicitors which was circulated to all Councillors giving advice. The Clerk would write a letter and send it recorded delivery to the Trustees. Cllr. Randall abstained everyone else agreed. **Resolved: Accepted.**

BPC23/24 - 262 **Dates of Next Meeting**

5th June at 19.30 at Grove Park Cricket Club.

BPC23/24 - 263 **Closure of Meeting**

The meeting closed at 22.02

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

Signed: _____ **Date:** _____