

BOBBING PARISH COUNCIL

MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Wednesday 3 August 2022

Present: Cllr. R. Ball - Chair
Cllr. R. Morgan-Brown – Vice-Chair
Cllr. G. Herbert
Cllr. P. French
Cllr. P. Walton

Samantha Gray, Clerk
Borough Cllr. Baldock
Borough Cllr. Woodford
Locum Clerk, Sarah Poole
2 residents

1. **Welcome and Apologies for Absence**

The Chair formally welcomed everyone to the meeting. Apologies received and accepted from Parish Cllr. Clare, Borough Cllr. James Hunt, and PCSO's Katie Jordan and Kirsty Linge. No apologies received from Cllrs. Major or Randall.

2. **Visitors/Public Time**

1. **Residents** – Nothing to report.

2. **County and Borough Councillors**

a. Borough Cllr. Baldock advised the following:

- He has not received an update from Highway Improvements regarding the Bobbing Apple Junction. Improvements are also expected for Grovehurst road, therefore a timetable of when improvements are proposed to be scheduled would be helpful, so that both improvements are not carried out on both areas at the same time to limit disruption.
- The next Swale West Parish meeting will be held in October, where bus services will be discussed. Bobbing and Grove Park have both been affected by the cuts to bus routes.
- Cllr. Ball discussed unresolved parking issues in the Bobbing Hill and Keycol Hill area. Cllr. Baldock will try to arrange a meeting with KCC.
- The Friends of Rose Hill group has been set up and so far held two meetings, with the next being held Monday 8th August at 7pm.
- The Rugby Club are due to leave the sports association at Grove Park and advises the Parish Council should be involved in applications for the ground.

b. Borough Cllr. Woodford advised the following:

- A community protection warning has been issued to deal with dogs straying from a property in Bobbing. Any incidents should be reported directly to Swale customer services, including any photos and videos if possible – csc@swale.co.uk
- The Air Quality Action Plan consultation which has been circulated to all members includes Keycol Hill, therefore the Parish Council are viewed as stakeholders. Comments are due by Friday 12 August.
Action: All Council Members
- The Western Area Committee of Swale Borough Council have created an online Active Travel Survey which residents can contribute directly into.

3. **Community Warden/PCSO**

a. Community Warden – no report received.

b. Report received from PCSO Katie Jordan:

- No crimes of note

Anti-social behaviour and other incidents of note:

- The Grove 09/07/2022- Nuisance Vehicle: Dirt bike riding on the grass at Grove Park. Described as red front mud guard, white back mud guard, red side panels. Rider described as wearing a black helmet with a green flash, white t shirt and grey joggers.
- c. Report received from PCSO Kirsty Linge:
- Crimes of note:
- 16/07/2022 – Bobbing Hill – Reports of a vehicle stolen off a driveway. Crime report is currently under investigation.
 - 20/07/2022 – Bobbing Crematorium – Reports of a disturbance during a funeral. Police were called and attended.

Anti-social behaviour and other incidents of note:

- 14/07/2022 – Bobbing Crematorium – Alarm was activated. This was done in error.
- 18/07/2022 – McDonalds – Fight within the store between 2 groups of people. Police attended and stopped the fight. Victims were spoken with, and details were taken.
- 19/07/2022 – Sheppey Way – Reports of a horse running in the road. Owner located and horse returned to them.

3. **Minutes of the Previous Meeting**

Proposed by Cllr. Herbert and seconded by Cllr. Morgan-Brown, the Minutes of the Monthly Parish Council meeting held 6th July 2022 were agreed and signed as a true record.

4. **Declarations of Interest** – none received.

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

1. **Bobbing Apple Junction** – No update received from Kent Highways, however this junction has been noted on the Agenda of the Swale Joint Transportation Board. Clerk to email and ask for an update. Keep on Agenda. **Action: Clerk**
2. **Pedestrian Crossing – Key Street Roundabout** – No update received, the A249 Key Street and Grovehurst Road junction improvements has been noted on the Agenda of the Swale Joint Transportation Board. Keep on Agenda. **Action: Clerk**
3. **Letter to Gordon Henderson** – Members agreed the content of the letter regarding neighbourhood policing to be sent to Gordon Henderson. **Action: Clerk**
4. **Notice of Vacancy – Update** – The notice of vacancy closes for applications at midnight 3 August 2020. As no applications have been received by this date, any future applicants can be co-opted as a Parish Council member.

6. **Parish Councillors’ Reports**

Cllrs. Morgan-Brown, Walton, and Herbert - nothing to report.

Cllr. French advised speeding is still an ongoing issue in Sonora Way. He also reported that youths have been partying in The Woodlands and left behind broken bottles, cans and litter, and would like to thank the residents of The Meads and the workman who took the time to clear this away.

7. Correspondence

1. **2021/22 Internal Audit Report** – Advised members the Internal Audit report includes 4 medium points. Report noted and accepted by the Parish Council.

8. Planning Applications

No current planning applications to consider.

9. Finance

1. **Defibrillators and Electric Quotes:**

Co-op, Gadby Road – Proposed by Cllr. Morgan-Brown and seconded by Cllr. Herbert, council members accepted a quote received from AY Engineering for electrical supply for the defibrillator at a cost of £200.00p + VAT.

Clerk to contact Cllr. Baldock and Kent County Council regarding funding grants. **Action: Clerk**

2. **Bus Shelter, The Meads** – Council members discussed the quote for a bus shelter received from Trueform at the cost of £10,570.00p for the shelter and £1,195 for delivery. The quote was not agreed, Clerk to contact Cllr. James Hunt to discuss spec of shelter intended for Quinton Road. Clerk to also contact Kent County Council and Cllr. Baldock regarding funding grants. **Action: Clerk**

3. **Savings Account** – Clerk advised the interest rate of current savings account is 1.25%. Signatories on file are still be confirmed. **Action: Clerk**

4. **Cover for Maternity Leave – 1st October 22 to 1st February 23** – Private and Confidential information discussed in closed session at the end of the meeting. Proposed by Cllr. French and seconded by Cllr. Walton, agreed for Locum Clerk – Sarah Poole to cover the Clerk & RFO role for 4 months, at £35.50 per hour plus expenses. **Action: Clerk**

5. **William Giles Payroll charges – increased from £52 to £59 + VAT per quarter.** Quote received from McCabe Ford Williams for £72.24 + VAT which includes pension service. Clerk has requested a quote from William Giles to include pension service and will report back to council members. **Action: Clerk**

6. **Poppy Wreath for Remembrance Sunday plus donation** – Proposed by Cllr. Morgan-Brown and seconded by Cllr. Herbert, agreed to purchase Poppy Wreath, Ribbon and make a donation to The Royal British Legion, at a total cost of £30. **Action: Clerk**

7. **Accounts and Cheques raised** - Proposed by Cllr. Morgan-Brown and seconded by Cllr. French. Members noted the budget figures and agreed the accounts to 31st July 2022. The following payments were agreed. Cllrs. Ball and Morgan-Brown to log into Unity Bank to authorize the payments.

Action: Cllrs. Ball/ Morgan-Brown

EXPENDITURE				
Pay Date	Pay Method	Payable to	Reason	Amount
03.08.22	BACs	S. Gray	Expenses July: Telephone, Use of home as office, Refreshments, Mileage	£30.40p
03.08.22	BACs	H.M. Revenue & Custom	Tax due for July	£56.40p
01.07.22	SO	Invicta IT Solutions	9 Microsoft 365 Mailboxes	£52.32p
01.07.22	SO	S. Gray	Clerks Salary	£325.87p
08.07.22	DD	HugoFox	Website monthly fee	£29.99p
INCOME				
Pay Date	Pay Method	Payment From	Reason	Amount

10. Projects

- Christmas Trees** – Council members advised Clerk of locations for 3 LED Christmas Trees to be installed. Clerk to contact KCC for permission to connect trees to lamp columns. **Action: Clerk**
Members also discussed the kind offer of a Donation of a Christmas Tree which is 14-15 foot tall and currently planted in a residential front garden. The decision was made not to accept the donation due to not having a suitable place to display the tree.

11. Reports from Representatives

- KALC Area Committee:** No meetings held; the next meeting will be held Tuesday 8th August.
- Western Area Committee:** No meetings held; the next meeting will be held Thursday 1st September.
- Swale West Parishes Meeting:** The next meeting will be held mid-October, date to be confirmed.

12. Any Other Matters Arising

Cllr. Herbert advised that the Village Hall need to advertise for new committee members and discussed sending a flyer to the residents of Bobbing.

Cllr. French reported that he attended a meeting with Borough Cllr. Hunt regarding setting up a management group for The Meads Community Woodlands, and it was suggested at the meeting that a representative of Bobbing Parish Council could join the group.

13. Next Meeting(s)

Monthly Parish Council Meeting Wednesday 7 September 2022, 7.30 p.m. at Bobbing Village Hall.

The meeting closed at 9.00 p.m.

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

Signed: _____ **Date:** _____