



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

NOTICE OF THE ORDINARY MEETING of the PARISH COUNCIL, to be held on Tuesday 12th November 2024 at 19:30 in St Barnabas Parish Centre. All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out in the agenda. Any item on the agenda may be heard in private when considered to be confidential.

Members of the public and press are invited to attend. Under the Openness of Local Government Bodies Regulations 2014, attendees may be filmed, recorded or otherwise reported about by anyone present. Unless advised otherwise, the council accepts no responsibility for data recorded in this way or its distribution.

AGENDA

- 1. APOLOGIES** *(1 minute)*
 - A. Receive apologies
 - B. Approve apologies

- 2. DECLARATION OF INTERESTS** *(1 minute)*

- 3. MINUTES** *(5 minutes)*
 - A. Approve minutes of the ordinary meeting of the Parish Council held on Tuesday 8th October 2024 (minutes 247-254)
 - B. Receive draft minutes as a report of the Personnel Committee meeting held on Tuesday 22nd October 2024
 - C. Receive draft minutes as a report of the Village Hall Management Committee meeting held on Tuesday 29th October 2024

- 4. PUBLIC PARTICIPATION** *(15 minutes)*

Members of the public will be given up to 15 minutes to talk with Councillors, the item may be added to the agenda for the next meeting if agreed by Councillors.

- 5. FINANCE AND ADMINISTRATION** *(40 minutes)*
 - A. BANK RECONCILIATION - to consider approving bank reconciliation
 - B. NOVEMBER PAYMENTS - to consider approving payments
 - C. SCHEME of DELEGATION - to note matters resolved
 - D. COUNCILLOR VACANCY - to consider approving councillor co-option
 - E. POLICIES - to review and approve Document Retention & Disposal Policy, Website Accessibility Statement
 - F. CONVEX MIRROR - to note KCC's response to requests for convex mirrors
 - G. SPEED CAMERAS - to consider installation of speed cameras within the parish
 - H. GORDON OTTAWAY AWARD - to select award winner
 - I. WARM HUBS - to consider how to support the community during winter
 - J. CHRISTMAS - to consider approving quotes to mow area around growing xmas tree
 - K. CHRISTMAS - to consider hosting a publicity stand at the village Christmas Fayre
 - L. REMOTE MEETINGS - to consider making a response to the government consultation
 - M. HIGHWAYS IMPROVEMENT PLAN - to nominate a representative for the joint HIP with neighbouring parishes and consider future action

- N. NEIGHBOURHOOD PLAN - to agree that all neighbourhood plan correspondence be shared with Dunkirk Parish Council as part of a collaborative approach
- O. DUCHY LAND - to consider request received from Duchy of Cornwall (Planning) to meet with Parish Councillors and provide an update on progress
- P. PERSONNEL - to consider approving recommendations from the Personnel Committee

6. PUBLIC AMENITIES *(15 minutes)*

A. BULL LANE RECREATION GROUND

- 1) to consider approving installation of soil bin for football pitch repairs
- 2) to consider approving quotes for vermin control
- 3) to consider approving quotes for car park wall repairs

B. ALLOTMENTS

- 1) to consider approving use of one plot as a shared plot/mini plots

C. CEMETERY

- 1) to consider approving request to lay flat a memorial headstone in burial ground

D. TOILETS

- 1) to consider approving renewal of electricity supply

7. PLANNING *(25 minutes)*

To consider the following planning applications and approve comments to be submitted to Swale Borough Council:

- A. 24/503858/FULL - Single storey rear extension with changes to fenestration and addition of 6 rooflights and bifold door (part retrospective). *Oak Tree Cottage, South Street*
- B. 24/504106/FULL - Change of use of land and erection of new dwelling with associated works. *Land at rear of Acorn Rise, Fox Lane*
- C. 24/504528/FULL - Erection of part single storey/part two storey extension to rear of property. Removal of existing rear single storey extension and conservatory. *Winfield, The Crescent*

8. COUNCILLORS REPORTS *(10 minutes)*

To receive reports on activities/matters brought to the attention of individual councillors

9. CHAIRMAN/CLERK'S REPORTS *(5 minutes)*

To receive reports on activities/matters brought to the attention of the Chairman and Clerk

S. Muteham Clerk to the Parish Council

6th November 2024

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