



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

NOTICE OF THE ORDINARY MEETING of the PARISH COUNCIL, to be held on Tuesday 11th February 2025 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 14th January 2025 (minutes 280-288)
 - B. Receive draft minutes as a report of the Village Hall Management Committee meeting held on Tuesday 28th January 2025

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

Members of the public (registered electors of the Parish) 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. FEBRUARY PAYMENTS - to consider approving payments
 - C. DELEGATED AUTHORITY (in urgent situations) - to note matters resolved
 - D. RESERVES - to review reserves held
 - E. ASSET REGISTER - to review asset register
 - F. INTERNAL AUDIT - to review interim internal audit report
 - G. SLCC MEMBERSHIP - to consider approving increased membership for the Clerk
 - H. DONATION - to consider making a donation to Battle of Bossenden Wood memorial appeal
 - I. CONSULTATION - to consider making a response to 'Strengthening the standards and conduct framework for local authorities'
 - J. DEVOLUTION - to receive an update from Local Parish Councils Liaison Forum and consider any future action
 - K. EVENTS - to consider hosting community events in June 2025, Big Lunch & Great Big Green Week
 - L. CHRISTMAS - to consider approving electricity cost for additional christmas lights on The Street
 - M. INSURANCE - to consider adding the village hall to the parish council's insurance schedule
 - N. HIGHWAYS IMPROVEMENT PLAN - to receive update on joint plan, consider any future

- action required including public consultation for double yellow lines in vicinity of Chestnut Court
- O. GRANT FUNDING - to consider applying for KCC funding, to create initiatives which would support the local community during the cost of living crisis.
- P. PRESENTATION - to consider request for Swale Borough Councillor T. Thompson to give a short talk about reconnecting ancient woodland in East Kent.

6. PUBLIC AMENITIES *(10 minutes)*

A. BULL LANE RECREATION GROUND

- 1) to consider reinstatement of damaged boundary fence behind oast houses
- 2) to consider installation of free trees/hedgerows adjacent to boundary fence near access gates

B. PUBLIC TOILETS

- 1) to consider request for additional use of public toilets building

7. PLANNING *(25 minutes)*

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

A. DUCHY APPLICATION

- (1) to receive an update from developer meeting and consider any future action
- (2) to consider and agree S106 agreement requests to be submitted to Swale Borough Council

B. NEIGHBOURHOOD PLAN - to consider approving Clerk's time to draft Terms of Reference

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 February 2025

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