

BAPCHILD PARISH COUNCIL

Clerk: Mrs E M Cruise, 18 Morris Court Close, Bapchild, Sittingbourne, Kent ME9 9PL

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The Annual Meeting of the Bapchild Parish Council to be held virtually will be **on Wednesday 5th May 2021 at 7.30 p.m.**

AGENDA

1. Present
2. Apologies
3. Election of Chairman
4. Election of Vice-Chairman
5. Minutes of previous meeting dated 25th March 2021
6. Matters Arising from previous Minutes:
 - 6.1 Stones Farm 18/505151 – Future maintenance and wardenship management of Countryside Gap.
 - 6.1.2 Attenuation pond issues with Tonge stream/pond area – update.
 - 6.1.3 Vehicle traffic impact on A2 – Bus Service/Detector Loops Swanstree/Traffic lights entrance to Stones Farm.
 - 6.1.4 Fox Hill landscaping cul-de-sac area, parking spaces, bus stop - update.
Placement of lighting column and light barrier test (resident issues).
 - 6.2 Amenity areas – update – shrub bed ongoing issues Doubleday Dr/Morris Ct.
7. Highway Matters
 - 7.1 KALC SAC next meeting 8th June 2021 7.30 pm
 - 7.2 Bapchild HIP – update follow up from Sarah Ellcock, KCC Highways
 - 7.3 Lighting matters – update (Clerk) – School Lane/next column
 - 7.4 Flooding reported – bottom of Ashtead Drive update – blocked gullies update
8. Planning Matters:
 - 8.1 Local Plan Review response
 - 8.2 Wyvern Heritage Landscape Character Assessment update
 - 8.3 Fernfield Homes Ltd 8 houses School Lane Site – Enforcement issues /21/500863/REM
Section 73 – Application for MMA to approved planning condition 3 (to allow landscaping changes).
 - 8.4 42-44 The Street 19/500607/FULL
 - 8.5 21/501334/OUT Provectus 95 Houses Fox Hill/School Lane Planning Application
9. To Consider: Bapchild Parish Council Risk Assessment 2021 – Clerk to report
10. To Consider: Bapchild Parish Council Statement of Internal Controls 2021 – Clerk to report
11. Review of Internal Audit 2020 - 2021 – Clerk to report
 - 11.1.1 To Consider: The Annual Governance Statement Return 2020/2021
 - 11.1.2 To Consider: The Annual Accounting Statements for 2020/2021
12. Bank reconciliation – monthly reports for April, May (Clerk to report)

<u>12.1</u>	<u>Cheques/online payments already made:</u>	<u>Details</u>	Amount
12.1.1	15/04/2021	EDF 1-31 March 2021	111.25
12.1.2	20/04/2021	KALC/NALC Subscription	458.16
12.1.3	26/04/2021	Clerk Salary April	388.53
12.2	<u>Cheques/online payments due:</u>		
12.2.1	Before end May 2021	Zurich renewal Annual Insurance	371.59
12.2.2	08/05/2021	McCabeFordWms Payroll PAYE	254.40
12.2.3	May 2021	McAfee Subs Laptop reimb. Clerk	69.99
12.2.4	May 2021	Microsoft Subs Laptop reimb. Clerk	59.99
12.2.5	15/05/2021	EDF 1-30 April 2021	Invoice due 1/5/2021
12.2.6	26/05/2021	Clerk Salary May	388.53
12.2.7	Before end May 2021	Streetlights Maintenance 1 (of 4)	Invoice due early/mid May
12.2.8	Before end May 2021	Lionel Robbins Auditor	75.00
12.3	<u>Income/Received Due:-</u>		
12.3.1	06/04/2021	Bapchild Church Grass Cutt/Maint	763.28
12.3.2	30/04/2021	Precept/Light Grant 1 (of 2)	7579.50

13. Renewal of Zurich Annual Insurance policy.
14. Electric vehicle charging update
15. Additional tree planting School Lane update
16. Resident query re provision of gigabit capable broadband for existing residents (being provided at Stones Farm) update
17. Neighbourhood Watch Scheme
18. **Any Other Business**
This is for information only, no decisions can be made on matters raised.
 - 18.1 Public Transport issues Swale (Bus Service)
 - 18.2 Litter Pick – Spring Litter Pick 29th May 2021

19. **Date of Next Meeting:**

Signed:

Clerk

Date: