



MINUTES OF UPCHURCH FULL PARISH COUNCIL HELD ON THURSDAY 05 SEPTEMBER 2024 AT 19:30PM IN UPCHURCH VILLAGE HALL

Present: Cllr Ripley, Cllr Denny, Cllr Sheppard, Cllr Lewin, Cllr Boakes, Cllr Horton
Officer: Clerk, Nina Henley
External Attendees: None
Apologies: Cllr Berntsen, Cllr Rosewell, Cllr Bodycomb
External Apologies: Cllr R Palmer, Cllr M Baldock, Cllr C Palmer

239-FCM/09/24 To receive apologies for absence

Cllr Bodycomb (work) Cllr Berntsen (work) Cllr Rosewell (unavailable)

240-FCM/09/24 To receive declarations of interests and lobbying

None

241-FCM/09/24 Minutes

To receive as correct and approve for signature the minutes of the Full Council Meeting held on 11 July 2024.

Members RESOLVED to approve the minutes. Proposed by Cllr Horton, seconded by Cllr Lewin. Unanimous.

242-FCM/09/24 Public Participation

There were 6 members of the public present.

1 members of the public discussed the allotments and discussed changes to the timing for the annual contract and some proposed changes.

1 member of the public discussed visibility issues when driving in Holywell Lane due to the hedge.

1 member of the public discussed issues caused by foliage on the pavements.

243-FCM/09/24 External Reports and Updates

Written report received from PC Chittim. Appendix 1

Report from Cllr Palmer read out. Cllr Baldock reported the Swale West Parish Meeting.

244-FCM/09/24 Correspondence

- I Email correspondence from resident regarding Woodgers Wharf. Noted
- II Email correspondence regarding Swale West Parish Meeting Thursday 26 Sept at 19.30. Cllr Boakes to attend.
- III Email correspondence received KCC Local Transport Plan. Noted.
- IV Email correspondence Swale Joint Transport Board Meeting . Noted.
- V Email correspondence resident regarding change of use 2-4 The Street. Noted.
- VI Email correspondence PC Chittim resident request for Speedwatch. Clerk to report that there are no plans at present for Upchurch.

A small, handwritten mark or signature in the bottom right corner of the page.

245-FCM/09/24 Planning

To receive urgent updates on planning matters

- I. 24/503019/FULL Pear Tree House, Otterham Quay Lane, Upchurch ME8 8QW Demolition of 4 no agricultural buildings and erection on 1 no self build dwelling and car port with associated hard and soft landscaping.
UPC has no objections but asks for neighbours comments to be taken into consideration.
- II. 24/503340/REMLand off Otterham Quay Lane, Approval of reserved matters (Appearance, landscaping, layout and scale) for the erection of 74 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point pursuant to 21/501839/OUT.
UPC has concerns that the planned entrance is on a bend and could cause issues. UPC has concerns regarding footpaths, no footpath to the west joining the route to Station Road and no route through following the crossing into Homefield Drive to Station Road and Rainham. UPC believed from the public inquiry that there would be a route through.
- III. Any reports from Cllr Rosewell.
Cllr Rosewell reported that application 24/503428LDC will be added to next agenda.

246-FCM/09/24 Upchurch Parish Council Reporting

- I. Paddock and recreation ground
 - (a) Play area equipment project Cllr Denny reported that UPC has been successful in obtaining a grant from The National Lottery for the new piece of play equipment. Funding has been allocated to provide equipment for the older children and a design will be chosen to accommodate children aged 8-12 years old. Cllr Denny to consider options and report to next meeting.
 - (b) Play area signage. Members RESOLVED to approve new signage with slight amendment.
 - (c) Entrance barriers. Cllr Sheppard to investigate options for repair and report to next meeting. Noted.
 - (d) Equipment. Clerk reported cross trainer repairs ongoing. Cllr Sheppard to investigate more options for goal posts and report to next meeting. Noted.
 - (e) Car park maintenance completed. Noted
 - (f) UPC does not allow over night camping in The Paddock and this has been added to the new signage. Noted.
 - (g) The bins in The Paddock reported to have now been emptied. Noted..
 - (h) Clerk to order new tree for The Recreation Ground using the discount offered by Majestic Trees.
 - (i) Cllr Denny reported that the tap had been vandalised and left on and flooded. Request tap to be shut off and removed. Clerk to action.
- II. Burial Ground & Churchyard
 - (a) Burial Ground maintenance all up to date. Noted.
 - (b) H&S checks were carried out on all memorials with two highlighted for investigation. Noted.
 - (c) Work in Churchyard from community team has been rectified. Noted.
 - (d) New Cemetery software installed and Clerk reported all working well. Noted.
- III. Highways and street lighting – no updates. Clerk to obtain information from KCC on chicane updates including copper beach hedge.
- IV. Footpaths
 - (a) Clerk to report resident queries Cllr Sheppard to take photographs. Noted.
- V. Environment
 - (a) Hedge trimming around Paddock / Recreation ground – Clerk to action. Drains reported full Clerk to report.
- VI. Allotments
 - (a) Members RESOLVED to amend contract to include tenants maintain outer boundaries up to 1 meter.
 - (b) Members RESOLVED Contract dates to run from October to October. New contract from April 2025 to be for 18 month to facilitate this. Clerk to advise all tenants of changes.
- VII. Village Defibrillators – no updates reported.
- VIII. Community Events
 - (a) VE Day May 2025 – deferred to October meeting. Beacon repairs to be arranged in the spring.
 - (b) Remembrance Day – 2 wreathes to be purchased One for UPC (Cllr Lewin) and one to Ferques Clerk to action.

247-FCM/09/24 Finance Reporting

- I. Financial review – bank statement and reconciliation were received signed by Cllr Lewin. Noted

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- II. Payments received – Burial ground various received £ 875.00
- III. Cheques for approval litter picker: £ 102.00
Noted.

IV. Schedule of payments for approval:

Payee	Date	Method	Reference	Reason	Amount
Hugo Fox	18/07/24	PAID	7065	Website hosting	£ 11.99
BTF	01/08/24	BACS	11643	Recreation Gd Rent	£ 880.04
Business Steam	01/08/24	BACS	5566202	Water Bill allotments	£ 271.01
Cllr Denny	01/08/24	BACS		Padlock	£ 13.00
The Country Way	01/08/24	BACS		Landscaping	£ 888.00
UVH	01/08/24	BACS	6940	Hall Hire	£ 40.00
L. Balcombe	01/08/24	BACS		Caretaker	£ 168.00
Hugo Fox	05/09/24	BACS	7769	Website Hosting	£ 11.99
First Highways	05/09/24	BACS	12477	Car Park resurfacing	£ 8899.20
Mazars	05/09/24	BACS	240857	Auditors	£ 378.00
DM Payroll	05/09/24	BACS	3856	Payroll agent	£ 90.00
Clerks expenses	05/09/24	BACS		Post / stationery	£ 3.35
L. Balcombe	05/09/24	BACS		Caretaker	
Staff costs					£ 3578.52

All Payments agreed proposed by Cllr Horton seconded by Cllr Lewin.
Members resolved to approve the schedule of payments.

248-FCM/09/24 Clerks updates

- I. Notice of conclusion of Audit published on website. Noted
- II. Payroll agent new contract agreed.

249-FCM/09/24 Items to be considered for inclusion on the next Full Council agenda
Goal post / Chicane in Oak Lane

250-FCM/09/24 Date of next meeting
Thursday 3 October 2024

251-FCM/09/24 Meeting closed 20.59






General News

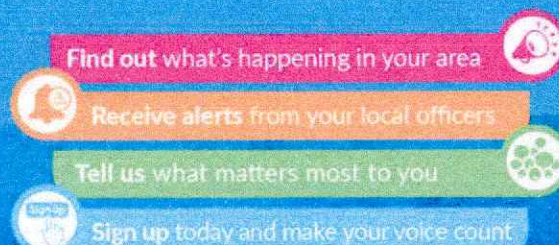
- The Parish Council have received complaints about people parking in the bus stop on Horsham Lane, opposite the Church. I have linked in with the local authority parking enforcement officers and they are going to add this to their patrol regime. I am currently liaising through the Community Safety Unit to have the road markings indicating it is a bus stop re-done.
- As listed above, I will be holding another surgery at Holywell Primary School on Saturday 21st September 2024 between 16:00 hours and 20:00 hours for all those that can't see me at the other events I do. Holywell have been very kind in allowing me the use of their facilities for this, thank you. I will also be carrying on with my joint surgeries with SATEDA this school year at the school. I will next be hosting one of these surgeries on Monday 16th September 2024 between 09:00 hours and 10:00 hours at Holywell Primary School (This is for parents and staff of the school only, however should any resident be impacted by domestic abuse and wish to further discuss, please get in touch with me via My Community Voice or directly with SATEDA through their website)

Incident of Note

- There was an incident occurring in The Poles on 28/08/2024 whereby a sus package was delivered to an address. Whilst distressing for those involved and an inconvenience to those who were temporarily evacuated from their homes; thankfully no one was harmed and it was clearly an isolated incident and not for the wider community to be over concerned or worried by. From a police perspective, I received feedback from the attending officers and they wanted me to pass my thanks on to all those residents that evacuated with no real fuss and to those residents that kindly offered them refreshments and use of their toilets whilst there. That community spirit goes a long way and does mean an awful lot to us.



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Upchurch newsletter



**Kent
Police**

Get the latest crime statistics by visiting: www.kent.police.uk/yourarea

August 2024

Drop-in surgery

- Saturday 21st September 2024 16:00 hours to 20:00 hours
- Holywell Primary School, Upchurch (Parking available)

Your local officer is Police
Officer

Jez Chittim

Good work story/stories

- I organised a fraud and cyber crime input to 60+ UpARA members on Friday 30th August, whereby a Kent Police fraud specialist gave useful tips to minimise the risk of being a victim of such a crime. For those that weren't able to attend; a couple of top tips were:
 1. Always delete your sent emails as these will often have an email that at some point has listed your bank details. Email addresses are sold on the dark web and there is software that can work out simple passwords. Deleting your sent emails is the last line of defence should someone hack your account.
 2. Change your passwords regularly, don't have them written down anywhere and have a minimum of three words within your password with a mixture of capital letters, numbers and symbols. A good example of a strong password is **WindowCatSpeaker7!**

Good work story/stories

- Moving into a season whereby poaching often increases, I have created a patrol regime with colleagues to be more visible at key locations often targeted by poachers for a period of time to see if this has an impact in the reduction of this crime type. I have worked with a local farmer and a gamekeeper to ensure a more joined up approach to this.



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