



**MINUTES OF UPCHURCH FULL PARISH COUNCIL HELD ON THURSDAY 4 APRIL 2024 AT 19:30PM IN UPCHURCH VILLAGE HALL**

Present: Cllr Ripley, Cllr Denny, Cllr Rosewell, Cllr Bodycomb, Cllr Lewin, Cllr Horton, Cllr Boakes

Officer: Clerk, Nina Henley

External Attendees: Cllr R Palmer, Cllr Baldock

Apologies: Cllr Berntsen, Cllr Shepparrd

External Apologies: Cllr C Palmer

**176-FCM/04/24 To receive apologies for absence**

Cllr Sheppard (Holiday) Cllr Berntsen (work)

**177-FCM/04/24 To receive declarations of interests and lobbying**

None

**178-FCM/04/24 Minutes**

To receive as correct and approve for signature the minutes of the Full Council Meeting held on 7 March 2024.

Proposed by Cllr Horton, seconded by Cllr Bodycomb.  
Unanimous.

**179-FCM/04/24 Public Participation**

There were 3 members of the public present.

**180-FCM/04/24 External Reports and Updates**

Written report received from PC Chittim. Appendix 1

Cllr R Palmer gave verbal report. Cllr Palmer reported that the main area of concern in the area was the new waste collections, this has affected many roads in Upchurch. Cllr Palmer reported SBC are looking to improve the service and suggested that residents leave their bins out. The guidance on the website on collection dates is correct. He reminded residents that they must report missed bins within 48 hours to guarantee a return collection. UPC will post this information on the website and social media.

Cllr M Baldock gave verbal report. Cllr Reported that there were a few issues in Kent with inappropriate school placements. Cllr Baldock also reported the ongoing issues with highways. Cllr Baldock reported he had met with KCC Highways, National Highways and Medway Highways to try and liaise with all departments to offer local knowledge. Cllr Baldock reported that Swale now has a five year housing supply which removes the tilted balance in favour of developers.

**181-FCM/04/24 Correspondence**

- I. Email correspondence Swale Borough Council prices for new bin. Noted.
- II. Email correspondence PRow team regarding handrail. Noted.
- III. Email correspondence from Citizen Advice Swale, funding request. Noted.
- IV. Email correspondence KCC Highways hedge and road markings Oak Lane. Noted.
- V. Email correspondence from food vendor DDay 80. Noted.
- VI. Email correspondence resident regarding gas repair works on Lower Rainham Rd. Noted.
- VII. Email correspondence from Cllr Palmer rubbish clearance Breach Lane / Oak Lane. Noted.

A small, handwritten mark or signature in blue ink, located at the bottom right corner of the page.

- VIII. Urgent correspondence received after agenda published from resident requesting use of the Recreation Ground for Charity event. UPC agreed unanimously to approve – Clerk to discuss details with resident date to be agreed.
- IX. UPC acknowledged note of thanks received from Upchurch Scouts for repair work carried out to the access road.

#### 182-FCM/04/24 Planning

To receive urgent updates on planning matters

- I. 24/ 500857/FULL Gore Farm Chaffes Lane Upchurch. Approval of reserved matters (appearance landscaping and scale sought) for the erection of 2no dwellings pursuant to 19/505938/OUT.  
UPC requested more information due to lack of detail on the application. Cllr Rosewell to action.
- II. 24/501108/FULL Poot House Wetham Green, Upchurch. Demolition of existing conservatory and erection of single storey rear extension.  
UPC has no objections and would like any neighbours' comments to be taken into account.
- III. Cllr Rosewell reported that an appeal had been lodged for Pear Tree House. It is noted that previous comments by UPC will still stand therefore no action needed. Cllr Rosewell reported communication received from developer requesting meeting – it was agreed for Clerk to confirm that any planning discussions can only take place on submitted planning applications received from SBC at full council meetings only. Noted.

#### 183-FCM/04/24 Upchurch Parish Council Reporting

- I. General Purpose & Planning Committee.
  - (a) To agree next meeting. It was proposed by Cllr Rosewell and seconded by Cllr Ripley to cancel the April GPC & Planning meeting due to two meetings already scheduled in April. Any planning applications to be extended to May meeting. Unanimous.
- II. Paddock and recreation ground
  - (a) It was reported that broken glass in the paddock had been cleared. UPC gave thanks to resident who reported this.
- III. Burial Ground & Churchyard
  - (a) Update on bank works. Work is ongoing. Noted.
  - (b) Flower memorials notice to clear. Policy has been updated. Noted.
  - (c) To consider resident request on interment fees. After a discussion it was unanimously agreed that fee is paid per interment.
- IV. Highways and street lighting
  - (a) Update on road narrowing Oak Lane. Cllr Horton reported that this is still on going and awaiting update from KCC. Noted. Clerk to send information to KCC Cllr Baldock.
  - (b) Copper Beech Hedge to cut back reported to KCC. Noted.
- V. Footpaths
  - (a) PRoW team confirmed handrail to be actioned. Noted.
- VI. Environment
  - (a) Costs for new bin discussed. Clerk to confirm installation costs. Deferred to next meeting.
  - (b) Litter pick requested Breach Lane. Noted.
  - (c) The bus stop at Wallbridge Lane reported cleared. Noted.
- VII. Allotments
  - (a) Tenancy agreement. Clerk reported all tenancy agreements and invoices have been issued for 24/25. Clerk to circulate tenancy agreement to councillors. Cllr Bodycomb reported that boundaries are to be left as they are.
- VIII. Village Defibrillators  
Nothing to report. Noted.

#### 184-FCM/04/24 Finance Reporting

- I. Financial review – bank statement and reconciliation were received signed by Cllr Lewin. Noted
- II. Payments received – car park £40 Allotments various received.
- III. Cheques for approval litter picker: £ 43.60  
Noted.
- IV. Schedule of payments for approval:

Payee	Date	Method	Reference	Reason	Amount
Hugo Fox	18/03/24	PAID	4679	Website hosting	£ 11.99
Belsom	04/04/24	BACS	0466	Bollards	£ 464.40
UVH	04/04/24	BACS	6860	Hall Hire	£ 64.00
Starboard	04/04/24	BACS	5532	Scribe cemetery pck	£ 507.60
St John's College	04/04/24	BACS	29773	Recreation Grd rent	£ 681.50

The Country Way	04/04/24	BACS		Landscape cutting	£ 708.00
Clerk expenses	04/04/24	BACS		Post / stationery	£ 10.35
D Kew	04/04/24	CHQ		Caretaker	£ 43.60
L Balcombe	04/04/24	BACS		Caretaker	£ 174.40
Staff costs					£ 1779.36

All Payments agreed proposed by Cllr Horton seconded by Cllr Lewin.  
Members resolved to approve the schedule of payments.  
Cllr Lewin proposed the VAT reclaim is actioned twice a year April / September. Agreed.

**185-FCM/04/24 Citizens Advise Swale**

Cllr Lewin proposed that £100.00 donation was given to this vital local service. Seconded by Cllr Horton. Unanimous.

**186-FCM/04/24 D-Day Anniversary**

Update provided. Cllr Rosewell reported that The Scouts have agreed to open the Scout Hut for residents to use the facilities at the event. They also hope to provide refreshments for the event to be confirmed. The food vendor has confirmed it has obtained the necessary licence from Swale. Noted.

**187-FCM/04/24 Items to be considered for inclusion on the next Full Council agenda**

To consider upgrades to car park surface. Update on village clock.

**188-FCM/04/24 Date of next meeting**

Parish meeting Thursday 11 April 2024  
Annual Meeting Thursday 9 May 2024

**189-FCM/04/24 Meeting closed 20.30pm**

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## Drop-in surgery

- Thursday 11th April – 19:30
- Upchurch Village Hall (Bolt on to annual Parish meeting – I'll have a stand within the hall or just outside if likely to be disruptive to the meeting, for people to approach me. I will also deliver a policing update to the meeting).

Further surgery TBC as liaising with Bryn (UpARA) reference attending their coffee mornings now that their social warm space event has stopped for the winter.

Your local officer is Police Officer

Jez Chittim

## Good work story/stories

Conducted a Violence Against Women and Girls surgery at Upchurch Primary School on 27/03 with Mrs T.Shellard and a representative from SATEDA. Hopefully by the end of this school year/beginning of next SATEDA and the school will be able to deliver joint lessons on healthy relationships to some of the older pupils at the school. I am also currently working with the school to support a child coming back into the school, having witnessed DA between parents.

## Good work story/stories

Conducted a surgery at the most recent UpARA social event on 15/03 and again found the crime prevention material I had on offer to give out to residents has been well received. Many of the older generations have returned to state that they have greater confidence walking alone or walking their dog, having now got a personal attack alarm. Whilst thankfully the risk of attack is low, the fear, particularly in darkened and isolated areas can be high. It is therefore nice to hear that some of that fear has been reduced and people feel safe where they live and socialise.

## Incident of Note

- There was a theft of golf clubs from a car parked outside an address on Chaffes Lane on 12/03 at around midnight.



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# Upchurch newsletter



# Kent Police

Get the latest crime statistics by visiting: [www.kent.police.uk/yourarea](http://www.kent.police.uk/yourarea)

April 2024

Unfortunately, there was an area search for the offender to no avail. This was an isolated incident and no similar crimes in neighbouring Wards. Please remind residents to take all valuables in from the car when home.

- There was a call to Breach Farm on 10/03 whereby a dog had worried some sheep. This was attended by the rural policing team and the farm were provided with some dog worrying signs to display. Please if deemed appropriate remind residents in the next newsletter to be extra careful when walking their dogs through farms and fields to keep their dogs on a lead and under control.

T. Roby

9/5/24.



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