



UPCHURCH PARISH COUNCIL

Clerk to the Council:

Mrs W Licence

14 Trapfield Close, Bearsted Maidstone, Kent, ME14 4HT

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To All Members of the Council, Press and Public

Members are hereby summoned and notice is given that the **Annual Parish Council Meeting** will be held virtually and will be followed by the monthly meeting of the Upchurch Parish Council on **Thursday 6th May 2021** following the Annual Parish Meeting which starts at **7.30pm** when it is proposed to transact the following business:

ANNUAL PARISH COUNCIL MEETING

1. Apologies for absence

2. Election of Chairman

To elect a Chairman and receive their declaration of acceptance of office

3. Election of Vice-Chairman

To elect a Vice-Chairman and receive their declaration of acceptance of office

4. Election of Representatives to outside bodies

- a) Village Hall Representative
- b) KALC
- c) Police Liaison Officer
- d) Highways

5. Allocation of Responsibilities – For the following:

- a) Paddock and Recreation Ground
- b) Allotments
- c) Burial Ground and Churchyard
- d) Internal Financial Controls (Internal Auditor)

6. To appoint Committees, Committee Chairmen and Vice Chairmen

- a) Planning Committee
- b) HR Committee
- c) General Purposes Committee
- d) Finance Committee

7. Confirmation of Responsible Financial Officer (RFO)

8. The General Power of Competence

To resolve that Upchurch Council, having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, adopts the General Power of Competence until the next relevant Annual Meeting of the Parish Council.

MAY MONTHLY MEETING

1. Apologies for absence

To receive and accept apologies for absence.

2. Declarations of interest

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Upchurch Parish Council Code of Conduct for Members and by the Localism Act 2011.

3. Minutes of the meeting on 1st April 2021

To consider the minutes of the meeting and if in order sign as a true record

Public Time – This is a concessionary short session and will be limited to thirty minutes.

4. Correspondence

5. Planning

i) To receive the minutes of the Meeting held on 14th April 2021 and receive an update on planning matters

ii) Ref: 21/501839/OUT

Address: Land Off Otterham Quay Lane Upchurch Kent

Proposal: Outline application for up to 74no. dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point. (All matters reserved except for means of access).

ii) Ref: 21/501973/FULL

Address: 9 Woolbrook Close Upchurch Gillingham Kent ME8 8ST

Proposal: Single storey side/rear extension and partial conversion of existing attached garage

iii) Ref: 21/501979/FULL

Address: Ebenezer Chapel Halstow Lane Upchurch Sittingbourne Kent ME9 7AA

Proposal: Change of use and conversion of existing workshop (Use Class B1c) to 3no. residential units, together with creation of parking area, associated external alterations including insertion of rooflights, replacement windows and reinstatement of windows to front elevation.

iv. Ref: 20/505046/FULL

Location: High Hopes Poot Lane Upchurch Sittingbourne Kent

Proposal: Erection of 2no. holiday homes (Revised Plans)

v. Ref: 21/502113/FULL

Address: 5 Littlefield Road Upchurch Gillingham Kent ME8 8SE

Proposal: Proposed single storey rear extension and partial garage conversion.

6. Allotments

To receive an update

7. Finance

i) Cheques for approval and signature

ii) To consider internet banking

8. Paddock and Recreation Ground

To receive an update

9. Burial Ground and Churchyard

To receive an update

10. Highways and Street Lighting

i. To receive an update

ii. To consider the quotations for bollards on Chaffes Lane

11. Footpaths

To receive an update

12. Environment

To receive an update

13. Reports from representatives

i) Village Hall Representative

ii) KALC

iii) Police Liaison Officer

14. Matters arising - not already covered in this meeting

15. Date of next meeting Thursday 24th June 2021 at 7.30pm

WLicence

Wendy Licence (Mrs)
Clerk to the Parish Council
Dated this 26th day of April 2021

The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) Regulations 2020 now gives Local Councils the power to meet remotely during this current crisis and Upchurch Parish Council will be holding meetings remotely

Please contact the Clerk for login details to this meeting.

Legislation allows for meetings to be recorded. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.