



**MINUTES OF UPCHURCH FULL PARISH COUNCIL HELD ON
THURSDAY 2 FEBRUARY 2023 AT 19:30PM IN UPCHURCH
VILLAGE HALL**

Present: Cllr T Ripley, Cllr J Bodycomb, Cllr A Horton, Cllr E Bernsten, Cllr G Rosewell
Cllr Lewin

Officer: Clerk, Nina Henley

External Attendees: None

Apologies: Cllr P Denny, Cllr H Boakes, Cllr G Lewin, Cllr N Sheppard

External Apologies: Cllr Palmer, Cllr Baldock

- 151. To receive apologies for absence**
Cllr Denny (Family) Cllr Boakes (Family) Cllr Sheppard (Unavailable)
- 152. To receive declarations of interests and lobbying**
There were none.
- 153. Minutes**
Approval and signing of the minutes of the meeting held on 5 January.
Proposed by Cllr Lewin seconded by Cllr Bodycomb.
Agreed unanimously.
- 154. Public Participation**
There were 3 members of the public present.
Member of public raised the hedges near Horsham Hill needed attention – Clerk to contact landowner and KCC.
- 155. External Reports and Updates**
Written report from Cllr Baldock Appendix 1
Written report from Cllr Palmer Appendix 2
Police Liaison not present.
- 156. Correspondence**
- I. Email from resident regarding Southern water meter at the allotments
New meter waiting to be installed.
Noted.
 - II. Email from Church regarding risk assessment
Clerk to send risk assessment from contractor.
Noted.
 - III. Email from Landscape Services confirming March start for maintenance.
Confirmed 6 March start date for spring cutting.
Noted.
 - IV. Email from SBC confirming precept request
Noted.
 - V. Email from resident regarding 128 Chaffes Lane
No information regarding this property was forthcoming. Clerk to email resident.

157. Planning

- I. Report from Cllr Rosewell on Gladman Homes development.
SBC met with Gladman Homes. GH has tried to alleviate all issues with footpaths and crossings. Decision date 17 February.
- II. Report from Cllr Rosewell on Bobbing Garden Village.
Many resident objections. Local Parishes suggested creating a "fighting fund" from parish funds. Council to consider effects to Upchurch when considering this – Clerk to send minutes of meeting when received.
- III. Letter from Medway Council Appeal ref APP/A2280/W/22/3311965 land to the east of Seymour Rd and the north of London Road
This has gone to appeal.
- IV. 22/505611 Burntwick revision of 21/506474
Planning meeting 9 February.
UPC refers you to our original comments to the previous application 21/506474/full for detached houses that was withdrawn
"Upchurch Parish Council has considered the application and can find no significant objections to the proposal but note the level of local objections which means many items of detail in that there are themes which the council hope planning will take notice of neighbours concerns and comments must be taken into consideration"
Cllr Lewin commented that the revised application did not raise any fresh planning issues.
- V. Cllr Rosewell reported that the planning office at SBC is now closed to calls other than Wednesday 9.30am-12.30pm. Trialled for 8 weeks.
Noted.

158. Upchurch Parish Council Reporting

- I. General Purpose & Planning Committee
Next meeting confirmed 15 February.
- II. Paddock and recreation ground
Nothing to report. Biodiversity funding discussed minute 158 VI (a)
- III. Burial Ground & Churchyard
(a) Bank Works update discussed minute 158 VI (a).
(b) Memorial approved.
Cllr Lewin requested to consider asking SBC to look into taking responsibility of Churchyard maintenance. Clerk to investigate.
- IV. Highways and street lighting
(a) EDF Cllr Bernsten reported that refund of £1020.56 had come in. Cllr Bernsten hopes for further refunds – Clerk to chase EDF. Cllr Bernsten confirmed budget figure for lighting was still achievable.
(b) Light out in Horsham Lane rectified at no cost to UPC under warranty.
Noted.
- V. Footpaths
Member of public highlighted footpath across ploughed field at Street End Farm was not clear. Clerk to investigate with landowner.
- VI. Environment
(a) New biodiversity funding options. Clerk reported meeting with Arcadis offering biodiversity funding with projects to consider the bank in the burial ground and further options with the woodland area in The Paddock and the flood plain in the allotments and areas in The Recreation Ground. Clerk awaiting feedback and will report to GPC committee.
(b) KCC email received and they are actioning flooding issues reported by residents.
Noted.
- VII. Village Hall
(a) It was reported the Christmas Market made approx. £600.
(b) Confirmed UPC has booked Santa for 9 December for Christmas fete.

VIII. KALC

- (a) Clerk updated that nominations for community award have been received. The deadline for further nominations is 13 February to be highlighted to community again in Upchurch Matter. Decisions to be made in February GPC and Planning meeting.
Noted.

IX. Allotments

- (a) Report from Clerk and Cllr Bodycomb on site visit. Cllr Bodycomb reported that a site visit was completed with allotment holder. Positive meeting with discussions on plot size and numbering. Clerk to work on plan with Cllr Bodycomb
(b) Report from Clerk on Allotment Management training course attended. Clerk to send power point presentation to Cllr Bodycomb and Cllrs if requested.

X. Village Defibrillators

- (a) Clerk reported all defibrillators updated as working on The Circuit.

Cllr Horton reported the village clock was now working.

159. Finance Reporting

- I. Financial review – bank statement and reconciliation were made available to view.
Noted.
II. Cheques received – there were none.
Noted.
III. Cheques for approval: one for Burial ground caretaker.
Noted.
IV. Approved Payments:
Clerk Salary / expenses / pension
Office expenses £79.57
HMRC £16.72
EDF Energy £954.90
Payroll Services £35.00
SLCC £36.00
UVH £60.00

All Payments agreed proposed by Cllr Horton seconded by Cllr Lewin.
Agreed unanimously.

160. Annual Meeting and Parish Meeting

Dates discussed for Parish Meeting 27 April 2023
Annual Meeting 11 May 2023
Proposed Cllr Lewin
Seconded Cllr Ripley
Agreed unanimously
Clerk to invite all village organisations to Parish Meeting
Noted.

161. Clerk Updates

- I. Barclays Bank
Clerk reported still on going issues with closing statement for Barclays Cllr Denny investigating.
Noted.

162. Items to be considered for inclusion on the next Full Council agenda

Budget updates. Churchyard maintenance to Swale.

163. **To agree the public's exclusion from the confidential part of the meeting.**
That in view of the confidential nature of the business (employment/legal issues) about to be transacted it was resolved under the provisions of Public Bodies admissions to meetings Act 1960 s.1 that the press and public be temporarily excluded, and they are instructed to withdraw.
- I. To discuss contract and risk assessment for Village Caretakers
It was discussed to agreed contract and risk assessment for village caretakers.
Proposed Cllr Horton
Seconded Cllr Rosewell
Agreed unanimously.
164. **Date of next meeting**
2 March 2023
Agreed unanimously
165. Meeting closed 8.49pm

