



**MINUTES OF UPCHURCH FULL PARISH COUNCIL HELD ON
THURSDAY 5 JANUARY 2023 AT 19:30PM IN UPCHURCH
VILLAGE HALL**

Present: Cllr P Denny, Cllr J Bodycomb, Cllr A Horton, Cllr E Bernsten, Cllr G Rosewell
Officer: Clerk, Nina Henley
External Attendees: Cllr R Palmer, Cllr M Baldock
Apologies: Cllr T Ripley, Cllr H Boakes, Cllr G Lewin, Cllr N Sheppard
External Apologies: None

- 136. To receive apologies for absence**
Cllr Ripley (ill) Cllr Boakes (Family) Cllr Lewin (Unavailable) Cllr Sheppard (Unavailable)
- 137. To receive declarations of interests and lobbying**
There were none.
- 138. Minutes**
Approval and signing of the minutes of the meeting held on 8 December.
Proposed by Cllr Horton seconded by Cllr Bodycomb.
Agreed unanimously.
- 139. Public Participation**
There were no members of the public present.
Cllr Palmer reported that the budget consultation for Swale is ending 13 January.
Cllr Palmer also said there were few reports of drug dealing that the police were dealing with.
There is also been increased activity with the Citizens advise Bureau regarding debt.
Cllr Baldock reported that KCC has issues with budget restrictions particularly around highway repairs.
Cllr Baldock reported that local Parish Councils are discussing the proposed Garden Village in Bobbing.
- 140. External Reports and Updates**
Oral report from Cllr Baldock and Cllr Palmer (139)
Police Liaison not present.
- 141. Correspondence**
I. Email from resident regarding water supply issue at allotment.
Clerk reported that Southern Water had been on site and reported that a new box was needed. They have asked Clancy Docwra to fit the new box and the job is scheduled for 10 days time.
Email from resident about flooding in Holywell Lane. Clerk has reported to KCC.
- 142. Planning**
22/505711 Change of use of barn to holiday accommodation Greylag Farm.
Upchurch Parish Council supports this application.
22/505814 Demolition of existing conservatory and erect single storey lean to extension.
Upchurch Parish Council has no comments.
Cllr Rosewell reported that the meeting regarding Gladman Homes, he would be attending 11/12 January.

143. Upchurch Parish Council Reporting

- I. General Purpose & Planning Committee
Next meeting confirmed 18 January 2023
- II. Paddock and recreation ground
 - (a) Woodland trail project
Cllr Denny confirmed successful installation of new Woodland Trail. Cllr Denny updated that a resident has confirmed they will make the bird / bat boxes and the children from the school will be approached to make the bug hotels to aid the new woodland area.
- III. Burial Ground & Churchyard
Cllr Denny reported a missing watering can.
Noted.
- IV. Highways and street lighting
 - (a) EDF – no further updates. Clerk to chase again.
Noted.
Cllr Horton reported that one of the posts in Chaffes Lane at junc with Church Farm Road needed replacing and suggested adding another three posts.
Cllr Denny suggested that as the bank opposite is the responsibility of UPC and we should schedule in regular maintenance.
Noted.
- V. Footpaths
Cllr Bernsten reported a drainage issue in The Street where it is a safety issue with the children. Possible gully blocked – Cllr Bernsten to approach landowner regarding unblocking gully.
Noted.
- VI. Environment
Baskets to be emptied and the Christmas tree to come down. Thanks were given to all those assisted with the tree.
Noted
- VII. Village Hall
 - (a) It was reported the Christmas Market was a success – it was suggested that UPC book Santa for next year date to be agreed with UVH.
Proposed Cllr Horton Seconded Cllr Bernsten.
Agreed unanimously.
- VIII. KALC
 - (a) It was proposed that UPC sign up to the KALC Community Awards Scheme – UPC to advertise on social media asking for nominations. Decisions to be made in February GPC and Planning meeting to allow more time for nominations.
Proposed by Cllr Horton Seconded by Cllr Denny.
Agreed unanimously.
- IX. Allotments –
Water isolation issue discussed 141.
Clerk reported that review of plots and prices to be deferred to GPC & Planning meeting in January after a site visit.
Noted.
- X. Village Defibrillators
Clerk reported that the email from the Ambulance service regarding the Defib at Beckenham Park reported being used on 29/12/22. Cllr Sheppard to investigate if new pads needed.
Noted.

Village Clock – Cllr Horton reported that the clock was fixed but during power cut blew a fuse. A new fuse (and spares) has been ordered.
Noted.

144. Finance Reporting

- I. Financial review – bank statement and reconciliation were made available to view.
Cllr Horton reported that he had accessed the bank rec on new Scribe Accounting reports.

- II. Cheques received – there were none.
Noted.
- III. Cheques for approval: there were none.
Noted.
- IV. Approved Payments:
Clerk Salary / expenses
HMRC £134.69
NEST £206.55
Playdale £2669.65
Business stream £12.73
Village Hall £38.00
SLCC £18.00
Safeplay £168.00
Audit fees £360.0
Clerk expenses £70.92
Medi Aid £144.00

All Payments agreed proposed by Cllr Horton seconded by Cllr Denny.
Agreed unanimously.
- 145. **Precept Working Group**
Recommendations from the working group to ask Swale Borough Council for precept of £38655.00 giving Band D Council Tax 2023/24 £36.81.
Proposed Cllr Horton
Seconded Cllr Bodycomb
Agreed unanimously
- 146. **Clerk Updates**
I. Barclays Bank
Clerk reported that the second account had not been closed as requested. Cllr Denny has spoken to Barclays and they have now actioned this and transferred remaining funds.
Noted.
- 147. **Items to be considered for inclusion on the next Full Council agenda**
Update on village clock.
- 148. **Staff Matters**
Payment approved to previous Clerk for back pay regarding new NJC pay scales.
Proposed Cllr Horton. Seconded Cllr Bodycomb.
Agreed unanimously.
Clerk reported receiving 2 emails from possible applicants for village caretaker. Clerk will update at the next meeting.
Noted.
- 149. **Date of next meeting**
2 February 2023
Agreed unanimously
- 150. Meeting closed 8.38pm



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