

The Minutes of the Parish Council Meeting held in Upchurch Village Hall on 3rd October 2019 at 7.30pm.

Present: Cllr Tyrone Ripley (Chairman), Cllr John Arnold (Vice Chairman), Cllr Pam Denny, Cllr Alan Horton, Cllr Gerry Lewin and Cllr Neil Sheppard; and Mrs Wendy Licence (Clerk).

Also present were County Councillor Mike Whiting, PCSO John Cork and nine members of the public.

86. Apologies for absence

Cllr Ripley welcomed everyone to the meeting.

Apologies had been received from Cllr Janet Marshall (personal), Cllr Peter Masson (holiday) and Cllr Gary Rosewell (work); apologies accepted.

Apologies had also been received from Ward Member Richard Palmer; apology noticed.

87. Declarations of interest

Cllr Ripley declared an interest in item being a recipient of a cheque.

88. Minutes of the meeting held on Thursday 5th September 2019

Item 77 was amended to read *"The Street opposite Horsham Lane; speeding vehicles in Horsham Lane and the restricted road width in Oak Lane near the junction with Wallbridge Lane."*

Cllr Lewin **PROPOSED** to accept the minutes, as amended, of the meeting held on 5th September as a true record; **SECONDED** by Cllr Arnold: **AGREED UNANIMOUSLY**. Cllr Ripley duly signed the minutes as a true record of the meeting.

Public Time

The meeting was adjourned for the public time

A resident asked if anything was going to be done about the trees at 21 Oak Lane. At a Parish Council meeting two years ago it was suggested that the trees should be pruned every three years. The trees are over eighty feet high and a branch came down a little while ago.

Cllr Arnold said the trees are on private property, one is on Optivo land and the other on KCC land.

Cllr Horton said the policy to check trees every three years is the Parish Council's policy concerning its own trees.

A resident reported that at the junction of Holywell Lane and Forge Lane, the hedge has been cut down and it would help sight lines but a van has been parked by the hedge obscuring visibility. It is very dangerous for drivers.

ACTION: Clerk to ask resident if the van could be parked elsewhere to maintain visibility.

KCCllr Whiting said KCC Highways could serve notice on the landowner if they consider the hedge is affecting sightlines.

A resident raised concerns about the temporary road signage during the gas main works, it is confusing and inadequate. The lack of planning and information is abysmal.

KCCllr Whiting said he felt and shared residents' frustration. There was a public meeting with KCC Highways, SGN and the Police, in Newington Village Hall to share the issues during the emergency road closure. The works were postponed but then brought forward due to the risk of leaving the gas mains over the winter which could disrupt supplies to residents. Initially Oak

Lane was to be closed but has been kept open following the concerns of farmers during harvest. The signage is deplorable and lacks detail such as a no entry sign before the road is closed. HGVs over 7.5 tons are banned from all lanes on the Upchurch side of the A2 from Otterham Quay Lane up to the A249 except for access so farmers can harvest their crops. There was an emergency gas leak in Canterbury Lane so SGN had to close the road, however no work is going on there so this will be challenged.

Cllr Horton reported people were driving the wrong way up Wallbridge Lane and some drivers are moving signs.

KCCllr Whiting said only the Police can enforce traffic offences and that he had spoken to the Kent Police and Crime Commissioner and has been referred to Inspector Rhiannan Pepper. If there can be early enforcement and prosecutions it would send a message to drivers. The issue of the Canterbury Lane closure will be taken up with KCC. There is also a safety issue if drivers think the road is one way. Concern has been expressed that SGN workers are allowing drivers to go the wrong way.

Cllr Ripley thanked KCCllr Whiting for attending the meeting and for his report.

KCCllr Whiting left the meeting to attend another meeting.

PCSO Cork reported a couple of properties in Oak Lane have had attempted break-ins and a property in Drakes Close had jewelry stolen. There were also two break-ins in Newington by two lads on mopeds with top boxes. This is a county wide issue with jewelry being targeted. The Police have a suspect in custody.

There was a report of a drunk male in the Paddock. No alcohol was found.

There have been no issues with youths on bikes. Anyone who has a problem with young people is allowed to take photos of the young person and send it to the Police. The problems are usually caused by young people from outside the village and the Police know who they are.

PCSO Cork said he will raise the traffic problems to his sergeant and ask if the Police can observe.

Fraud is increasing regarding phoning calls purporting to be from the tax office and also calls regarding Thomas Cook, these are scams.

PCSO Cork reported a quad bike had been stolen from a farm house in Breach Lane. A coach was dumped at the bottom of Oak Lane and it was towed away by the Police, the owners are trying to get it back.

Police surgeries are being held at Snaffles. A new recruit is being trained.

Cllr Ripley thanked PCSO Cork for attending the meeting and for his report.

PCSO Cork left the meeting.

Mr Hansford, the Village Caretaker thanked the Council and the parish for all the support that he has been given during his role as Village Caretaker.

A resident said the issue with the lighting at the chip shop still has not been resolved and that he was concerned the lights were inappropriate for the village causing light pollution and affecting the setting of the church.

Cllr Lewin said that with regards to environmental planning terms, the lights do not light up a habitable room so it does not pass the test of visual intrusion. If the lights caused problems for drivers that could be looked into.

Cllr Ripley said the parish Council has written twice to the proprietor but has had no response. Unfortunately it is not within the Parish Council's remit to ask for the lights to be changed.

A resident raised concerns about the traveller site next to The Three Sisters Public House as it had lots of caravans very close together.

Cllr Horton said the site has planning permission for four static mobile homes and four mobile caravans, in addition the residents are entitled to have visitors and guests who will probably bring their own caravans when visiting. The matter has been referred to Swale Planning Enforcement.

Cllr Ripley thanked everyone for attending.

The meeting was reconvened at 8.41pm

89. Correspondence

SBCllr Palmer was unable to attend the meeting and sent the following report:

Kaynes Farm

Planning Enforcement are due to revisit shortly and I will update you when they have reported back.

Kent Terrace Canterbury Lane – Gravel Road

Planning Enforcement have spoken to developers who have said the gravel road is only temporary and will be completed as per conditions.

Section 106 money

The Section 106 money from this development is for use on the Recreation ground or The Paddock.

Bin Collections

Biffa have taken on an extra seven staff and have provided one extra vehicle. Last Friday all seemed have gone well however there seems to still be a problem with the brown bins (garden waste) being missed and I am pursuing this with the contracts team.

Gas Works

I have received some complaints about a) people ignoring the one-way at the top of Oak Lane leading to the junction with the A2 and b) poor or inadequate pre-warning signage about the roadworks. KCCllr Mike Whiting has been dealing with these issues.

The 30mph signs on the A2 could be of a more permanent nature as the works are taking forty-two weeks. I know KCCllr Whiting has worked hard on this to ensure the roadworks operate as smoothly as possible during the gas main replacement works.

Cllr Ripley thanked SBCllr Palmer for his report and said the Section 106 money will be a real benefit to the village.

Cllr Horton said there has been a suggestion that the money could be used for adult equipment.

Cllr Denny said that she has been talking to the surgery. When the new children's equipment was installed, the contractor said any adult equipment would be best placed in The Paddock as the adults would use it while their children played in the play area.

Cllr Horton said that a resident has written suggesting that the Parish Council should enforce the road direction changes, KCCllr Whiting has made it clear that only the Police have the power to enforce this. The Parish Council does not have the resources to collect data.

90. Planning

i. To receive the minutes of the Meeting held on 18th September and receive an update on planning matters

Cllr Lewin **PROPOSED** to accept the minutes of the meeting held on 18th September; **SECONDED** by Cllr Ripley; **AGREED UNANIMOUSLY**. Cllr Ripley duly signed the minutes as a true record of the meeting.

ii. To consider undertaking a Rural Housing Needs Survey

Cllr Lewin said the Council has been making comments on planning applications which were not always evidence based with regards to affordable housing on small developments. A Rural Housing Needs Survey is costly and would have to be followed up by talking to developers. The Parish Council undertook a survey in 2012 and this also included locations where the Council would agree with the Local Authority to accept housing on sites. The Council has the results from Action with Communities in Rural Kent and the survey can be quoted in planning

responses. The survey identified the parish needs an additional twenty-four affordable houses although the Parish Council consulted on twelve.
Cllr Lewin **PROPOSED** not to pursue another Rural Housing Needs Survey; **SECONDED** by Cllr Horton: **AGREED UNANIMOLUSLY**.

19/502283/FULL Land Adjacent To Crescent House Otterham Quay Lane Upchurch ME8 7UY
Cllr Lewin said the application is on the Swale Planning Committee agenda on 10 October.
The Clerk said Cllr Rosewell will be attending on behalf of the Parish Council.

91. General Purposes Committee

i. To receive the minutes of the Meeting held on 18th September and receive an update

Cllr Denny **PROPOSED** to accept the minutes of the meeting held on 18th September; **AGREED UNANIMOUSLY**. Cllr Ripley duly signed the minutes as a true record of the meeting.

Cllr Horton said the church clock should be removed from the GPC agenda as the matter is dealt with at Full Council.

Cllr Ripley said KALC do not offer workshops on GDPR and this will be investigated further.

Cllr Horton said the Council needs to look into registering with the Information Commissioner's Office.

ITEM FOR NEXT MEETING

ii. To consider quotation for additional planter

Councillors considered possible sites for an additional planter including the traffic island by the pub, Grannies Green, basket planters on the fence by the beacon, planters on the railings at the side of the church or by the nursery.

Cllr Ripley said there had been a comment that the current planter was not sourced locally by it has been sourced from Newington. The local nursery is unable to provide large planters.

ACTION: Clerk to obtain quotation for four railing planters and apply for a grant.

92. Allotments

There was nothing to report.

93. Paddock and Recreation Ground

Cllr Denny said there were no issues in The Paddock and Recreation Ground. A lorry or large tractor has hit the post by the car park, the main post has been knocked out and this has been hammered back in but has been pulled out again. It is not unsafe.

ITEM FOR GPC AGENDA.

Cllr Denny said the signs requesting dogs be kept on leads have been installed in The Paddock, there have been complaints but people are keeping their dogs on leads.

Cllr Denny asked about the signage for Chaffes Lane to prevent vehicles from parking against the Recreation Ground fence.

The Clerk said she had not heard back from KCC.

ACTION 1: Clerk to contact KCC again.

ACTION 2: Recreation Ground fencing to be considered by GPC.

94. Burial Ground and Churchyard

Cllr Ripley said the updated regulations have been put on the notice board. There is ivy growing up the two ash trees. Consideration needs to be given to whether the fence needs treating.

ITEM FOR GPC AGENDA

95. Church Clock

Cllr Horton reported that he had adjusted the regulator and that it is keeping good time.

Cllr Ripley said the church has agreed to memorial plaque, the Council needs the minutes of the resolution to submit to the Diocese.

96. VE Day 75th Anniversary 8th May 2020

Cllr Horton said the committee has been formed and the preparations are ongoing.

97. Highways and Street Lighting

Cllr Arnold reported the electricity pole has been replaced by the village sign and the light is now working.

Cllr Arnold said he will report pot holes by Garden Cottage.

Cllr Horton informed Members following the Parish Council's Highways consultation, Cllr Horton and Cllr Ripley have met with the Swale Highways engineer to discuss the highways concerns in the village. The engineer is going to liaise with KCC Highways.

Cllr Horton **PROPOSED** to accept the quotation from RoadMarking Excel Ltd for £500 for one roundel and three SLOW signs; **SECONDED** by Cllr Denny: **AGREED UNANIMOUSLY**.

Cllr Horton said there will be one SLOW sign painted on Oak Lane, northbound carriageway between junctions with Chaffes Lane and Wallbridge Lane, one SLOW sign either side of Crosier Court and the roundel by the bus stop.

The site proposed for the Roundel in Horsham Lane (bus stop/church gate) was questioned as it is within conservation zone.

Cllr Lewin said that he did not believe that was an issue.

Cllr Horton stated the location was agreed with the SBC Seafront and Engineering Manager and no concerns were raised.

Cllr Denny asked if Lower Halstow Parish Council still had the Speed Watch equipment.

ACTION: Clerk to request return of equipment.

98. Footpaths

There was nothing to report.

99. Finance

Chq no	Payee	Reason	Amount
3822	Mr C Hansford	Village caretaker	£90.31
3823	Upchurch Village Hall	Hall hire	£41.00
3824	Mrs P Denny	Expenses	£60.00
3825	Vincent James Landscapes	Grounds maintenance	£640.00
3826	HMRC	PAYE	£135.60
3827	Mrs W Licence	Expenses and Salary adjustment	£57.00
3828	Graham Boulden & Company	Paddock rent: 2016, 2017, 2018 and 2019	£2,800.00
3829	Streetlights	Repairs	£211.50
3830	Royal British Legion	Poppy wreaths	£170.00
3831	Mr T Ripley	Expenses	£12.00

Councillors agreed to the signing of the cheques.

100. Website Provision

Cllr Ripley reported that from September 2020 KCC will be charging for the Parish Council website and the current website is not Web Accessibly Compliant. GPC recommends changing website provider to HugoFox which offers free websites to Parish Councils, the only cost may be additional hours for the Clerk.

It was **AGREED UNANIMOUSLY** to move the Parish Council's website to HugoFox.

101. Santa Sleigh

Cllr Horton said the Parish Council secured a visit from the Sittingbourne Lights Santa Sleigh last year and it visited Four Gun Field, Crosier Court and Drakes Close. It was well received in the village and £250 was raised for Sittingbourne lights. It is possible to have the Santa sleigh visit earlier so younger children could see it and Sittingbourne Lights have requested a donation to secure Sunday 15 December, 4-6pm.

Cllr Horton **PROPOSED** the Parish Council donate £300 to secure the sleigh on 15 December for the children of the village; **SECONDED** by Cllr Sheppard: **AGREED UNANIMOUSLY**.

102. Defibrillator

Cllr Sheppard reported that all is well with the defibrillators and the equipment is in date. A plant is obscuring the defibrillator key pad at The Three Sisters and the landlord has said he will address the issue.

Cllr Ripley thanked Cllr Sheppard for his report.

103. Reports from representatives

There were no further reports.

104. Matters arising

Cllr Ripley said the Swale Christmas Lights Grants are now available.

It was agreed to apply for a grant for a Christmas tree.

ACTION: Clerk to ascertain price and apply for a grant.

105. Date of next meeting Thursday 2019 at 7.30pm in Upchurch Village Hall

Cllr Ripley thanked Mr Hansford, on behalf of the Parish Council and the village, for his sterling work as Village Caretaker and for all his help keeping the village clean and tidy.

There being no further business, the meeting closed at 9.38pm

Signed as a true record of the meeting

Chairman

Dated this 7th day of November 2019

