

The **Minutes** of the meeting of **Upchurch Parish Council** held in Upchurch Village Hall on **2nd September 2021**

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

Also present were County Councillor Mike Baldock, Ward Member Richard Palmer and one member of the public.

42. Apologies for absence

Apologies had been received from Cllr Gary Rosewell (work); apologies accepted.

43. Declarations of interest

Cllr Ripley declared an interest in item 49.i being a recipient of a cheque.

44. Minutes of the meeting on 24th June 2021

Item 29.i *was amended to read: Councillors considered the application and supported the proposal.* Cllr Denny **PROPOSED** to accept the minutes, as amended, of the meeting held on 6th May 2021 as a true record; **SECONDED** by Cllr Horton: **AGREED UNANIMOUSLY.** Cllr Ripley duly signed the minutes as a true record.

Public Time

The meeting was adjourned for the Public Time

SBCllr Palmer reported that Kaynes Farm is burning rubbish and this has been reported to Swale Borough Council which is taking appropriate action. There is no update on the planning application on the site. BT wants to install telegraph poles in The Poles, residents have objected to this and the matter has gone to appeal twice. BT wants to install poles as it would be costly to run the service underground.

SBCllr Horton reported that Gordon Henderson MP has also been contacted by residents about this matter, letters have been sent to residents explaining the outcome. Crosier Court has gullies to run fibre optics to houses; in The Poles the gully is in the middle but not to individual houses. There is a problem in Bradshaw Close as the houses are tile hung so the cable cannot be connected to the houses, the engineer is looking at another solution. The proposal is that The Poles will get two telegraph poles to deliver Broad Band to residents. Cllr Arnold said The Poles, Crosier Court and Bradshaw Close already have underground services but the ducting does not go down both sides.

SBCllr Palmer said he had asked for a second review and the engineer said they were no the right service ducts and that there needs to be new ducts, this would be engineering work.

KCCllr Baldock said Swale Planning department looked into the matter, BT has permitted development rights to do this.

Cllr Ripley thanked SBCllr Palmer for attending and for his report.

KCCllr Baldock reported that he has been appointed to the Environment and Transport Cabinet Committee and also the Regulation Committee at Kent County Council. The

September meeting has been cancelled and the October meeting has been postponed until November. There is a lot of overhanging vegetation on the A2 between the Tuck Inn and Oak Lane some areas are privately owned and the owners will be contacted, they have twenty-eight days to comply. There will be an announcement from Swale Borough Council regarding grants of £750 towards defibrillators and this will allow more defibrillators to be in the community.

Cllr Ripley thanked KCCllr Baldock for attending and for his report.

SBCllr Horton reported that earthworks were being carried out at a four-acre field in Spade Lane over the Bank Holiday weekend, this has been reported to Swale Planning Enforcement. The hearing on the planning application is expected later this year.

SBCllr Palmer said the open air cinema last year caused chaos in Spade Lane. Swale Borough Council applied Article 4 removing permitted development rights but Medway Council has not applied for Article 4 so the boot fairs may carry on there.

SBCllr Horton said there is temporary permission until January 2022 and this needs to be ratified by Swale Planning Committee to extend it beyond that.

Cllr Ripley thanked SBCllr Horton for his report.

A resident raised concern about the lights at the chip shop and thanked the Council for its support.

ACTION: Cllr Arnold to liaise with the owners.

The meeting was reconvened.

45. Correspondence

Cllr Horton said the letters of condolence to Ferques were well-received and a response was sent to the Chairman.

46. Planning

i. To receive the minutes of the Meeting held on 18th August 2021 and receive an update on planning matters

Cllr Denny **PROPOSED** to accept the minutes of the meeting held on 18th August 2021 as a true record; **SECONDED** by Cllr Bodycomb: **AGREED UNANIMOUSLY**. Cllr Ripley duly signed the minutes as a true record.

ii. Ref: 21/503906/EIOUT

Address: Land To The West Of Teynham London Road Teynham Kent

Proposal: Outline application with all matters reserved for the phased development of up to 95.51 hectares of land comprising: demolition and relocation of existing farmyard and workers cottages, up to 1,250 residential dwellings including sheltered/extra care accommodation (Use Class C2 and Use Class C3) - up to 2,200 sq.m/1 hectare of commercial floorspace (Use Class E(g)) - mixed use local centre and neighbourhood facilities including commercial, business and employment floorspace (Use Class E), non-residential institutions (Use Class F1) and local community uses (Use Class F2) floorspace, and Public Houses (Sui Generis) - learning institutions including a primary school (Use Class F1(a)) - open space, green infrastructure, woodland, and community and sports provision (Use Class F2(c)) - highways and infrastructure works including the completion of a Northern Relief Road, Bapchild Section, and new vehicular access points to the existing network - associated groundworks, engineering, utilities, and demolition works.

Deferred to Planning Committee.

47. General Purposes Committee

To receive the minutes of the Meeting held on 18th August 2021 and receive an update

Cllr Arnold **PROPOSED** to accept the minutes of the meeting held on 18th August 2021 as a true record; **SECONDED** by Cllr Denny; **AGREED UNANIMOUSLY**. Cllr Ripley duly signed the minutes as a true record.

Cllr Ripley reports that the Clerk is waiting for a quote for the nature trail and to be able to seek grant funding.

Cllr Denny said she will liaise with the company.

ACTION: Clerk to chase and arrange meeting.

Cllr Ripley said there has a request for a litter bin at Four Gun Field, Swale Borough Council says this is the responsibility of the developer/ management company as it is a private estate, Gem Management Company has been contacted.

Cllr Ripley said the dirt and detritus in the area between the bus stop and hedge has been reported to Swale.

Cllr Arnold said the area has been cleaned.

Cllr Arnold said it is difficult to get to the notice board by the Co-op because of the hedge.

ACTION: Clerk to write to the Co-op again.

Cllr Horton reported that he has received lots of positive comments concerning the floral baskets on the Recreation Ground fence.

Cllr Horton said disabled access to Four Gun Field from Woods Edge (as the footpath was re-sited) was part of the planning permission for the development, but the Developers put in steps. It took two years to get the proper ramp built. The developer has agreed to put in a specialist rail and fill in the holes. The lack of a litter bin near the play area is causing concern, Swale Borough Council has told residents it is not their responsibility as it is private land and the management company has not yet responded positively to the installation of a bin. The Parish Council could provide and install a bin, however the real issue is the regular emptying of the bin and who will pay for the service.

Cllr Arnold said he had reported the footpath between Oak Lane and Bishops Lane garages and KCC says it is Swale Borough Council's responsibility.

ACTION: Cllr Arnold to send details to KCCllr Baldock

48. Allotments

Cllr Bodycomb reported that he will install the speed limit sign. The owner of the unattended plot has been written to.

Cllr Ripley thanked Cllr Bodycomb for his report.

49. Finance

i. Payments for approval and signature

Payee	Reason	Amount
CR & SJ Bearup Ltd	Hedge cutting	£96.00
Fasthosts	Domain name renewal	£73.20
Mr T Ripley	Reimbursement for Piper deposit	£50.00
Mrs W Licence	Expenses and salary adjustment	£112.18
HMRC	PAYE & NI	£164.58

Upchurch Village Hall	Hall hire		£52.00
Newington Parish Council	SLCC- share of fees		£43.67
Mr T Honeyman	Litter picker		£106.92
Mr D Kew <i>Chq no 300001</i>	Wheelie bins and waste bags		£28.96
Vincent James Landscapes <i>Chq no 300002</i>	Recreation Ground cuts	200.00	
	Paddock	110.00	
	Churchyard and Burial Ground cuts	350.00	
	Total		£660.00

The payments were approved, Cllr Horton and Cllr Lewin to authorise the payments through Unity

ii. Independent Internal Auditor's report

Cllr Ripley said the Independent Internal Auditor recommends there be more frequent bank reconciliations; this will be addressed.

Cllr Lewin **PROPOSED** that there needs to be an item for the Independent Internal Auditor to look at VAT items and recovery in his next audit; **SECONDED** by Cllr Horton: **AGREED UNANIMOUSLY**.

50. Paddock and Recreation Ground

Cllr Ripley said the hedges along Chaffes Lane have been cut back to improve the sight lines.

Cllr Denny said the area between Snaffles and the steps has not been cut back.

Cllr Horton said KCC Highways has agreed to carry out work in the area and the Council must cut back the hedge and keep it cut back. There has been no response from Sarah-Jayne Ellcock regarding the agreed works.

ACTION 1: Clerk to contact Sarah-Jayne Ellcock.

ACTION 2: Clerk to request quotation to cut back vegetation.

51. Burial Ground and Churchyard

i. To receive an update

Cllr Denny reported that the owner of the Memorial bench in Burial Ground does not wish to replace the bench as she lives out of the area. The Clerk has applied for a grant for benches in the parish, one could be installed at the Burial Ground.

ii. To consider quotation for tree work in the closed churchyard

It was **AGREED UNANIMOUSLY** to accept the quotation from Lindsay & Co for £380 to crown raise two ash trees to around 5m and clear debris.

The saplings growing in graves will not be removed as this is not the responsibility of the Parish Council.

The Clerk reported that she had been unable to ascertain which contractor removed the ivy from the church wall.

ACTION: Clerk to request quotation from another contractor

52. Highways and Street Lighting

Cllr Horton reported that he was waiting to hear regarding the scheme at Church Farm Road. The roundels are wearing in Horsham Lane and a speed survey will be conducted in Spring 2022 to give the best comparison to evaluate whether the Parish Council's measures have mitigated some of the issues within the village. There are roundels at the Oak Lane /

Wallbridge Lane junction. The development at 116 Oak Lane is currently under construction, the developer has agreed to traffic calming measures. When the work is completed another speed survey will be commissioned. There has been no interest in a 20mph limit in the village. The issue of vehicles cutting the corner when turning right into Horsham Lane from The Street, still needs to be addressed; this could include restricting the parking on one side, installing resident parking bays, a ghost island and a change to the triangle at the junction of The Street with Forge Lane. A consultation will be required.

A Councillor observed that there was reporting about the effectiveness of 'ghost speed bumps' and the Parish Council could consider their use in the future.

Cllr Ripley thanked Cllr Horton for his report.

Cllr Sheppard reported that spoil from the SGN works in Wallbridge Lane is being left in the layby in Oak Lane and is causing issues.

ACTION: Clerk top report to KCC Highways.

Cllr Arnold asked for an update on the insurance claim for the light in Breach Lane.

The Clerk reported that she has not had a response.

ACTION: Clerk to chase

Cllr Arnold reported that there is one more light at the bottom of Windmill Hill to be connected but this has not been possible because there is a fault on the overhead line.

Cllr Horton reported that since Windmill Hill has been closed, there has been a greater use of Canterbury Lane which has led to many complaints regarding the state of the road. Medway Council is looking at filling the potholes and making proper passing places, however that requires consultation and cooperation from the landowners so is quite an involved process.

53. Footpaths

Cllr Ripley informed Members that the kissing gates have been installed at footpath PROW ZR12 opposite Bradshaw Close after the Parish Council contacted KCC PROW. The new gates have been well-received by walkers.

54. Environment

i. To receive an update

Cllr Denny reported that the two oak trees on Grannies Green are in a poor condition and possibly diseased.

ACTION: Clerk to contact Optivo.

Cllr Denny said the two large trees on the Recreation Ground footpath look the same.

ACTION: ask tree expert for his opinion on the trees and also for a quote to fell the plane trees in the Recreation Ground along Chaffes Lane.

ii. To consider re-siting the notice board by the Co-op

Cllr Arnold said the hedge makes it difficult at times to put notices on the noticeboard, the notice board could be on the bus stop.

ACTION: Clerk to check the publication of minutes.

55. Reports from representatives

i) Village Hall Representative

Cllr Lewin reported that the afternoon tea event was a success, the purpose was to thank residents for their support during the pandemic. The event, which followed Government regulations, allowed residents to reconnect and it was also a platform for village organisations and traders to talk about their ambitions.

Further works are planned for the hall.

Cllr Ripley thanked Cllr Lewin for his report.

ii) KALC

Cllr Lewin said communications from KALC are circulated to Councillors.

iii) Police Liaison Officer

Cllr Lewin said there has been no contact with the PCSO and the Police Rural reports have been circulated. KALC is meeting with the Kent Police and Crime Commissioner to discuss rural issues. Crime reports are on the Kent Police website, this Ward is below the average crime rate. PCSO Cork and his colleague were in the news as they had helped a man who had collapsed due to a diabetic deficiency.

A Councillor reported that there has been cannabis smoking in the village hall car park and also in The Paddock.

Cllr Lewin advised that this needs to be reported to the Police including car registration details if available.

iv. Royal British Legion

Cllr Lewin informed Members that the Royal British Legion Poppy Appeal will take place from 30 October to 13 November, Remembrance Sunday is on 14 November. The wreaths have been ordered for Upchurch and Ferques.

Cllr Ripley thanked Cllr Lewin for organising the wreaths and appeal.

56. The Queen's Platinum Jubilee Beacons 2nd June 2022

Cllr Ripley informed Members that the piper has been booked for the event.

Cllr Horton said the beacon lighting is being organised by the Queen's pageant master and the beacon will be lit on Thursday 2nd June around 9.15pm. There could be activities or a barbecue from 6pm. The Clerk has submitted the plan to the Swale Safety Advisory Group, Oak Lane will be closed from Bishops Lane to the Post Office to keep the area safe. The Committee will meet to progress the event.

Cllr Denny suggested that on the roads where street parties cannot be held, residents could be invited to hold their own on the Recreation Ground.

Cllr Ripley said there is an itinerary of events for the celebrations, the street parties are on 5th June.

Cllr Arnold said that as there are more deliveries it might be difficult for people to hold street parties.

Cllr Denny **PROPOSED** to accept the quotation from Majestic Trees for an oak tree for £1,589.37, excluding VAT: **SECONDED** by Cllr Horton: **AGREED UNANIMOUSLY**.

57. Matters arising

Cllr Ripley informed Members that Wyldecrest Parks, the Beckenham Park management company, has agreed to have the defibrillator at Beckenham Park, they will put it outside the park office at the entrance. Quotations need to be obtained as soon as possible.

ACTION: Cllr Arnold and Cllr Sheppard to draw up specification for the tender.

Cllr Horton reported that a property developer has installed a defibrillator at the Lupin Close development in Seymour Road, Rainham.

Cllr Denny said there is also one at the Golf Club.

Cllr Horton informed Members that the church clock has had its annual service and part of the chime mechanism has been reconstructed, the clock has been re-set to default to the computer clock when the National Radio Signal is not being received, the signal is becoming less stable and relying solely on that was causing a drift in the time shown by the clock, combining both should prove to be more reliable.

Cllr Ripley informed Members that there have been no applications for the Councillor vacancy yet.

58. Date of next meeting Thursday 7th October 2021 at 7.30pm

There being no further business, the meeting closed at 9.25pm

Signed as a true record of the meeting:

Chairman

Dated this 7th day of October 2021